

TERM OF COMMISSION: October Session of the October Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center
Conference Room 301 / Conference Call

PRESENT WERE: Presiding Commissioner Daniel Atwill
District I Commissioner Justin Aldred
District II Commissioner Janet Thompson
Deputy Director of Emergency Management Chris Kelley
Director of Purchasing Melinda Bobbitt
Second Assistant Prosecuting Attorney Nicholas Komoroski
Treasurer Tom Darrough
Director of Human Resources Jenna Redel
Captain Brian Leer Boone County Sheriff's Office
Deputy County Clerk Jodi Vanskike

Conference Call Information:

Number: 425-585-6224 Access Code: 802-162-168

The meeting was called to order at 9:30am.

Treasurer

1. First and Second Reading: Snipes Tax Surplus

Treasurer Tom Darrough stated he would like to thank the Boone County Collector, Boone County Counselor, and his Treasury staff for all the hard work that has been put into this tax surplus. Treasurer Darrough stated with this tax surplus, it's the Money Finder Service Organization, so there's an entire industry built around people who go out and try to find these

surplus' and then they try hard to get them. Treasurer Darrough stated other than that, this is a standard surplus that we determined that John Snipes is the rightful heir to it and Counselor Dykhouse has done his work to determine that there are no lien issues or anything else.

Commissioner Aldred moved now on this day the Boone County Commission takes up the disposition of the **2018** tax sale surplus relating to **Parcel 16-313-00-02-055.00**:

Pursuant to RSMo §140.230 the Commission is authorized to approve claims for any tax sale surplus being held by the County Treasurer associated with the County Collector's annual tax sale as part of a redemption or after the expiration of the applicable redemption period. In this instance, the owners of record at the time the subject property went to tax sale were **John L. Snipes and Joyce M. Snipes**, per the vesting deed Book 280, Page 274, Boone County Records. **John L. Snipes and his wife, Joyce M. Snipes**, recorded a beneficiary deed on the subject property recorded at Book 1447, Page 638, Boone County Records, and their death certificates were recorded (Joyce's before the tax sale; John's after the tax sale) at Book 1499, Page 95 and Book 5508, Page 86 Boone County Records. The beneficiary deed named John David Snipes as the grantee beneficiary. Per the beneficiary deed, John David Snipes gained ownership of the property upon the death of John L. Snipes. John David Snipes, acting under authority gained through the death of John L. Snipes, has made application for the tax sale surplus to the Boone County Treasurer. The other documentation which supports this claim is made a part of this record. The application to the County Treasurer for the surplus funds is timely.

The County Treasurer, based upon the documents presented to his office and made a part of this record, is satisfied that **John David Snipes**, on behalf of the owners of record at the time of the sale, is entitled to the surplus of **\$15,726.55** and recommends the Commission approve the same.

NOW, THEREFORE, upon the recommendation of the County Treasurer and the evidence made a part of this record, the County Commission hereby approves the disposition of the surplus via check payable to John David Snipes in the amount of **\$15,726.55** to: John David Snipes, c/o Money Finder Service Organization, Attorney in Fact, 21430 Timberlake Road #247, Lynchburg VA 24502.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #419-2021**

Human Resources

2. First and Second Reading: Request to create 2 temporary part-time IT positions during vacancy

Director of Human Resources Jenna Redel stated this request is related to two positions where the department is losing County employees. Ms. Redel stated one is a help desk position and the other is a security tech position. Ms. Redel stated this request will allow the IT department to

keep the current employees on between eight and sixteen hours a week, through the end of the year to allow them some coverage during the vacancy and some time to train replacements. Ms. Redel stated for the Helpdesk II position in Department 1174, she doesn't expect there to be a budget impact, and at most they think it will cost about \$3,500.00 but there should be Class I savings to cover that cost. Ms. Redel stated for Department 1171, the only position in that department is the Security Tech, so there may be some cost if they do overlap between the current Security Tech and their replacement.

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve a temporary, part-time, Helpdesk Tech II position in Department 1174, funded for 175 hours and does hereby authorize an appropriation of up to \$3,500 for this position.

The Commission further approves a temporary, part-time, Security Tech position in Department 1171, funded for 130 hours and authorizes an appropriation of up to \$3,100 for said position.

Both temporary positions are being created to allow coverage in vacant positions during the search for replacements.

Commissioner Aldred seconded the motion.

The motion carried 3 to 0. **Order #420-2021**

Boone County Department of Public Health and Human Services:

3. Second Reading: Boone County PDMP Contract Renewal with St. Louis County (First Read 09.30.21)

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the Boone County PDMP Contract Renewal with St. Louis County.

Terms of the agreement are stipulated in the attached Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Agreement.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #421-2021**

Boone County Sheriff Office

4. Second Reading: Miller County Sheriff Department K-9 Basic Training Contract (First Read 09.30.21)

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the attached K-9 Training Agreement between Boone County and the following:

- Miller County Sheriff Department

Terms of the agreement are stipulated in the attached Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said K-9 Training Agreement.

Commissioner Aldred seconded the motion.
The motion carried 3 to 0. **Order #422-2021**

Emergency Management

5. First Reading: ARPA- Supplemental Grant Award Acceptance

Deputy Director of Emergency Management Chris Kelley stated they have received an award letter for this grant which came in for less than what the department wanted but they did get their siren maintenance match of \$21,639.50 and instead of fifteen radios and charges, they granted his department enough money for a 50% match, \$9,780.00, for three radios and charges for the radios.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

Purchasing

6. First Reading: Contract for Signature for Boone County: 39-123121C - ARPA-Related Non attest Services

Director of Purchasing Melinda Bobbitt read the following memo: Attached for signature is professional services, non-bid contract# 39-123121 C - A R P A-Related Nonattest Services with RubinBrown LLP of St. Louis, Missouri. The purpose of the contract will be for RubinBrown LLP to advise the County regarding administration of grant funding received related to the COVID-19 pandemic. This includes the funding received pursuant to the American Rescue Plan Act (ARPA):

- Develop a checklist of evaluation criteria and/or requirements or restrictions imposed by federal guidance that the County Commission can use in making decisions regarding the spending of the ARPA monies. (\$8,500)
- Develop a checklist of subrecipient monitoring procedures that the County can use either for performing the procedures ourselves or include in an "agreed upon procedures" contract with RubinBrown. This deliverable will include a risk assessment scoring or ranking tool/schema that the County can use to assess the risk of subrecipients along with an easy-to-read overview description of subrecipient monitoring and the County's role and responsibilities. (\$8,500)
- Review and advise regarding Boone County's standard contract template to be used for ARP A awards. (\$8,500)
- Review and advise regarding specific internal controls that should be established over ARPA monies (\$13,600)

•Provide general advice, consultation, and assistance to the County pertaining to ARPA monies on an as-needed basis including but not limited to: (1) allowable uses; (2) prohibited uses; (3) subrecipient monitoring; (4) reporting; (5) contract terms and conditions; (6) etc. (Billable amounts based on actual utilization at agreed upon hourly rates of up to 30 hours at \$310/hour for a not to exceed total of \$9,300).

Total shall not exceed contract is \$48,400. Invoices will be paid from department 2983 - American Rescue Plan Act, account 71101 -Professional Services. A Budget Amendment has been prepared to cover these expenses.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

7. First Reading: Contract Amendment #2 for Signature: 36-13SEP18 - Healthy Hometown

Director of Purchasing Melinda Bobbitt read the following memo: Attached for signature is contract amendment #2 to 36-13SEP18 – Healthy Hometown – Southern Boone County with Jefferson City Area Young Men’s Christian Association.

This amendment adds a total supplemental funding increase of \$16,130 through December 31, 2021 for the following:

215 Units of Physical Exercise at \$60 per hour for a total not to exceed amount of \$12,900.

1,000 Units of Health Education at \$3.23 per hour for a total not to exceed amount of \$3,230.

Invoices will be paid from department 2132 – Community Health Fund Program Funding, account 71106 - Contracted Services. \$2,206.48 remains in 2132-71106 for the Jefferson City Area Young Men’s Christian Association. Children’s Services has moved funds from department 2131 – Community Health Fund Strategic Opportunity, account 71100 – Outsourced Services to cover the amount.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

8. First Reading: Contract for Signature for Boone County: 160-123122SS - GeoComm Maps

Director of Purchasing Melinda Bobbitt read the following memo: Attached for signature and approval is a Sole Source Request Form from the Boone County Information Technology Department, # 160-123122SS for GeoComm Maps Subscription Fee with GEO-COMM, INC. of St. Cloud, Minnesota.

Total cost of service in the attached term and supply contract is as follows:

Year 1:	March 1, 2022 through February 28, 2023	\$27,299
Year 2:	March 1, 2023 through February 28, 2024	\$32,486
Year 3:	March 1, 2024 through February 28, 2025	\$38,658
Year 4:	March 1, 2025 through February 28, 2026	\$46,003
Year 5:	March 1, 2026 through February 28, 2027	\$55,377

Sole Source # 138-123117SS for Geocomm GeoLynx Server was awarded to Geocomm Inc. on May 4, 2017, commission order # 224-2017. This is mapping software that Boone County Joint Communications uses at every console in the 911 center. The County’s current contract with Geocomm does not end until 2023, however, due to the end of support by Microsoft of Internet Explorer 11 and Silverlight we need to replace that contract to move to GeoComm’s newest product GeoComm Maps.

Geocomm Maps is a hosted service provided by GEO-COMM, INC. that has more features than our current software. It will also allow the County to take advantage of new features GEO-COMM develops in the future more quickly than possible now due to the outdated software required for our current software such as Internet Explorer 11.

GEO-COMM, Inc. will migrate Boone County Joint Communication’s mapping service to Geocomm Maps at no additional cost if we will commit to a new contract now that will begin at our renewal on March 1, 2022. There will be no budget change in 2021 for this request. Invoice will be paid from 2708 – 911/Emergency Management Information Technology Hardware & Software, account 70050 – 911/Emergency Management Sales Tax Fund.

The intent to purchase as sole source was advertised in the Columbia Missourian and Columbia Tribune on October 5, 2021.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

9. First Reading: Contract for Signature for Boone County: 159-123122SS - Q Plus Quality Performance Review Service

Director of Purchasing Melinda Bobbitt read the following memo: Attached for signature and approval is a Sole Source Request Form from the Boone County Joint Communications Department, # 159-123122SS for Q Plus Quality Performance Review Service with Medical Priority Consultants, Inc., d.b.a. Priority Dispatch of Salt Lake City, Utah.

Total cost of service in the attached contract for the period October 1, 2021 through September 30, 2022 is \$95,212.80. Invoice will be paid from department 2711 – Boone County Joint Communications Administration, account 71101 – Professional Services. \$93,000 is budgeted for Q Plus Quality Performance Review. According to Patricia Schreiner, Budget Administrator, Joint Communications, the shortfall will be covered from class 7.

The intent to purchase as sole source was advertised in the Columbia Missourian and Columbia Tribune on September 24, 2021.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

10. Second Reading: Surplus Disposal (First Read 09.30.21)

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the Purchasing Departments request to dispose of the attached list of surplus equipment by auction on GovDeals or by destruction for whatever is not suitable for auction.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #423-2021**

11. Second Reading: Contract Amendment #1 for Signature: 34-18JUL19 - Access to Healthy Food with Sustainable Farms (First Read 09.30.21)

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the Contract Amendment #1 to 34-18JUL19 – Access to Healthy Food with Sustainable Farms & Communities, Inc. of Columbia, Missouri.

Invoices will be paid from Department 2162 – CSF Program Funding, Account 71106 - Contracted Services. \$1,398,352.44 remains in the budget for Sustainable Farms & Communities, Inc.

Commissioner Aldred seconded the motion.
The motion carried 3 to 0. **Order #424-2021**

Prosecuting Attorney

12. Second Reading: VOCA Contract Extension 10/1/2021 – 12/31/2021 (First Read 09.30.21)

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the Victims of Crime Act (VOCA) Contract Amendment, Amendment #005, of Contract No. ER130200009, authorizing a 3-month extension of the contract.

1. The attached VOCA Budget Form and budget narrative and Contract Amendment, authorizing a 3-month extension of Contract No. ER130200009, are approved and shall amend Contract No. ER130200009.
2. All other terms and conditions of Contract No. ER130200009 shall remain unchanged.

Commissioner Thompson seconded the motion.
 The motion carried 3 to 0. **Order #425-2021**

Commission

13. Public Comment

Commissioner Atwill opened the floor for public comment. No public was present or on the phone for comment.

14. Commissioner Reports

None.

Attest:



Brianna L. Lennon
 Clerk of the County Commission



Daniel K. Atwill
 Presiding Commissioner



Justin Aldred
 District I Commissioner



Janet M. Thompson
 District II Commissioner