

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 II Commissioner Janet Thompson
Director of Human Resources Jenna Redel
Director of Purchasing Melinda Bobbitt
Boone County Collector Brian McCollum
Director of Community Services Joanne Nelson
Planner for Resource Management Uriah Mach
Deputy County Clerk Jodi Vanskike

Conference Call Information:

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

The meeting was called to order at 1:30pm.

Purchasing

1. First Reading: Budget Revision for Dept 1118 Replacement Office Chair

Director of Purchasing Melinda Bobbitt read the following memo: Purchasing requests the attached Budget Revision due to the Director’s chair needing to be replaced. The chair is 20 years old. The cylinder that raises and lowers the chair is broken and no longer repairable. There is savings in travel/training. Purchasing staff did not travel this year due to COVID.

Decrease	1118/37220 –Travel, Training, Related	\$1,253
Increase	1118/92100 – Replacement Furniture and Fixtures	\$1,253

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.

Human Resources

2. **First Reading: Personnel Advisory Committee - Update to Shift Differential**

Director of Human Resources Jenna Redel stated the personnel advisory committee took up the issue as to whether to recommend an adjustment to the shift differential amount from \$0.65 an hour to \$1.00 an hour, and they recommended to move the update forward.

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.

3. **First Reading: Update to Boone County Personnel Policy 3.8 - Call Back Pay Policy**

Director of Human Resources Jenna Redel stated this is an update to County Policy 3.8, which is currently a call back pay policy only. Ms. Redel stated the updated policy creates on call pay, two varieties. Ms. Redel stated one would be paid at a rate of \$25.00 a week for individuals in designated positions that have to rotate at least one week of call with other employees and one paid at a rate of \$15.00 a week for positions that are continuously on call. Ms. Redel stated initially it will end up being the twelve individuals on the SWAT team, the security tech for the County buildings, and the Facilities Maintenance person who is the point person for issues at the jail. Ms. Redel stated the total cost to the County will be around \$26,000.00.

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.

4. **First and Second Reading: Request for authority to hire above the flexible hiring limit in positions 304 and 929- Collector's Office Specialist (Temp/Pool)**

Director of Human Resources Jenna Redel stated this would be for standing authority for the Collector to hire, for his two temporary part time pool positions, above FHR for the Office Specialist I at \$13.50 an hour and Office Specialist II at \$14.50 an hour.

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve a standing request to hire above the flexible hiring maximum for position 304, Collector Office Specialist Part-time Pool and position 929, Collector Office Specialist II Part-time Pool. This Order authorizes hiring at up to \$13.50 per hour in position 304 and at up to \$14.50 per hour in position 929.

Commissioner Atwill seconded the motion.
The motion carried 2 to 0. **Order #455-2021**

5. First and Second Reading: Request to transfer above authorized transfer salary, position 652, Sheriff Office Specialist

Director of Human Resources Jenna Redel stated this is for the Office Specialist that handles civil process paperwork in the Sheriff's Office. Ms. Redel stated this position was filled with someone from the Warrants position which turned out to not be a good fit, and the person that was brought in did not enjoy the workload for this position. Ms. Redel stated they are now bringing in a different employee who has been with the County for twenty-two years. Ms. Redel stated this employee had been a Senior Detention Officer for many years then stepped down into a Records Specialist position and will now be moving in to take over the civil process paperwork. Ms. Redel stated the Sheriff's Office is asking for the same rate of pay for this person as they had for the person who was originally in this position. Ms. Redel stated the raise that the former employee received will be taken off so this will essentially be shifting the raise to the new employee.

Commissioner Atwill moved now on this day, the County Commission of the County of Boone does hereby approve the request to hire above the Authorized Transfer Salary for position number 652, Office Specialist, and does hereby authorize an appropriation of \$16.25 per hour for the salary of said position.

Commissioner Thompson seconded the motion.
The motion carried 2 to 0. **Order #456-2021**

Resource Management

6. First and Second Reading: Plats

- Cedar Heights Estates Plat 1. S26-T49N-R12W. A-2. Wildwood Enterprises LLC, owner. David Butcher, surveyor.
- Drummond. A-2. S2-T50N-R12W. Scott and Sandy Drummond, owners. Michael L. Klasing, surveyor.

Commissioner Thompson moved now on this day the County Commission of the County of Boone does hereby receive and accept the following subdivision plat and authorizes the presiding commissioner to sign them:

1. Cedar Heights Estates Plat 1. S26-T49N-R12W. A-2. Wildwood Enterprises LLC, owner. David Butcher, surveyor.
2. Drummond. A-2. S2-T50N-R12W. Scott and Sandy Drummond, owners. Michael L. Klasing, surveyor.

Commissioner Atwill seconded the motion.
The motion carried 2 to 0. **Order #457-2021**

7. First Reading: Approval of Boone County participation in the Department of Agriculture County Surveyor Cooperative Re-monumentation Program

No one from Resource Management was available for this item.

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.

Community Services

8. First and Second Reading: Grant Application: Missouri Foundation for Health

Director of Community Services Joanne Nelson stated the Community Services Department would like to submit a concept paper for the Missouri Foundation for Health Opportunities fund. Ms. Nelson stated the proposed project would allow staff from their department to train five cohorts that could include non-profit leaders, local leaders, elected officials, or department officials within the County. Ms. Nelson stated the goal is to equip the community with evidence-based tools to improve community conditions. Ms. Nelson stated RBA is a result oriented, evidence-based methodology for producing measurable improvements for individuals in communities. Ms. Nelson stated her department staff would coordinate learning labs for those completing the training and will focus on improving learning and identifying areas of need across all social determinants of health within the County. Ms. Nelson stated the proposal request is \$61,645.00 and would cover staff compensation, training expenses, and learning labs with the cohorts.

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the Missouri Foundation for Health grant application submitted by the Boone County Community Services Department.

It is further ordered the Presiding Commissioner is hereby authorized to sign the attached Application Acknowledgement.

Commissioner Atwill seconded the motion.
The motion carried 2 to 0. **Order #458-2021**

Commission

9. First and Second Reading: Request for use of the Boone County Courthouse Plaza – Dark Room Records and Dismal Niche Arts

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the Organizational Use of the Boone County Courthouse Plaza by

Dark Room Records and Dismal Niche Arts on Saturday, November 6, 2021, from 2:00PM until 8:00PM. This approval is contingent upon adherence to the current health order.

Commissioner Atwill seconded the motion.
The motion carried 2 to 0. **Order #459-2021**

10. Public Comment

No public present

Commissioner Reports

Commissioner Thompson stated, last night, Boone County Auditor June Pitchford was one of two speakers at a joint Republic and Democrat come together educational presentation. Commissioner Thompson stated this was a non-partisan educational presentation about budget issues and our Auditor delivered a stellar performance. Commissioner Thompson stated Auditor Pitchford answered questions in a way that made you think she should be a professor in the Business School at the University of Missouri. Commissioner Thompson stated Auditor Pitchford was fabulous and set the bar high for all the others that were participating in that process. Commissioner Thompson stated Auditor Pitchford could teach any class in Business and rock it.

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