

TERM OF COMMISSION: December Session of the October Adjourned Term

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

PRESENT WERE: Presiding Commissioner Dan Atwill
District I Commissioner Justin Aldred
District II Commissioner Janet Thompson
Sr. Accountant Caryn Ginter
Director of Purchasing Melinda Bobbitt
Sheriff's Office Captain Brian Leer
Court Administrator Cindy Garrett
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.

Auditor

1. Second Reading: Adopt FY 2022 Budget (First Read 11.16.21)

Senior Accountant Caryn Ginter stated the budget has been discussed previously with the Commission and the changes have been incorporated into the budget. Ms. Ginter stated she appreciates the Commissions cooperation in the process and that she doesn't have anything else to add. Commissioner Thompson stated she wanted to thank the Auditor's Office for all their hard work and their attention to detail on the budget to make it come together.

Commissioner Thompson moved now on this day, the County Commission of Boone County does hereby approve and adopt the Boone County Operating Budget for FY22. The adopted operating budget shall consist of all appropriations included in the Proposed Budget submitted to the County Commission by the County Auditor, subject to the adjustments shown in the attached schedule of Commission Directed Changes to the FY22 Proposed Budget. Final wage and benefit appropriations for each department have been calculated using actual salaries in effect as of December 15, 2021, incorporating all approved range re-classifications having an effective date of January 1, 2022. In addition, the adopted budget authorizes a 4% increase adjustment to the County's Salary Range Table for FY22, which has been incorporated into relevant wage and benefit calculations for all FY22 appropriations.

Total appropriations are set forth by line item and are summarized as follows:

- 1) by category of expenditure (i.e., class 1, class 2, etc. up to and including class 9.);
- 2) by office, department or spending agency; and,
- 3) by fund.

Spending may not exceed appropriations at the class level for a given office, department, or spending agency without approval pursuant to the County's Budget Adjustment Policy. Total appropriations for each fund are set forth in the individual Fund Statements and are published in the County's FY22 Budget. The Proposed Budget submitted by the County Auditor, which is hereby incorporated into this appropriation order by reference, contains detailed documentation and descriptions for each line-item account within each category of expenditure. Appropriations shall be expended only for the purposes that are within the intent of the category in which they are included.

The County Commission approves all employee positions included in the Proposed Budget, adjusted for Commission-directed changes noted in the attached schedule, together with the specified budgeted hours, range, and benefit status for each position.

The County Commission approves appropriations for the specific fixed assets identified in the various fixed asset appropriation accounts and authorizes procurement of the same in accordance with the County's Purchasing Policy adopted by the County Commission.

The County Commission tentatively fixes the property tax rates necessary to finance the budget and which are shown in the attached Draft Revenue Commission Order.

The County Commission authorizes the County Auditor to re-appropriate unspent fiscal year 2021 grant funds which may be carried forward into FY22 according to the terms of the grant award upon determination that a remaining balance of the grant award is available for re-budgeting. In addition, the County Commission authorizes the County Auditor to re-appropriate unencumbered FY 2021 appropriations for projects approved in the FY21 budget which require extension into FY 2022 for completion.

Commissioner Aldred seconded the motion.
The motion carried 3 to 0. **Order #512-2021**

Purchasing

2. First Reading: Acknowledgement of Bids Received for 38-09DEC21 - New Vehicle Storage & Facility Improvements at Boone County Road & Bridge Facility

Director of Purchasing Melinda Bobbitt stated this was budgeted at \$3.5 million but, as you can see, when there is a supply chain problem a year later, the cost is different. Ms. Bobbitt stated they opened four bids today with the first being from PCE to construct work for the base bid. The Architect's construction estimate was \$4,669,465.64; PCE bid \$4,330,000.00; Curtiss Manes Schulte Inc. bid \$3,907,119.00; Septagon Construction bid \$4,677,000.00; and Glovecon bid \$4,063,815.00. Alternate Bid 1 adds motorized vehicle gates: Architect's construction estimate was \$37,500.00; PCE \$16,300.00; Curtiss Manes Schulte Inc; Septagon Construction \$26,000.00; Glovecon \$25,830.00. Alternate Bid 2 adds a mini-split HVAC system in lieu of no HVAC system: Architect's construction estimate was \$8,125.00; PCE \$11,300.00; Curtiss Manes Schulte Inc. \$5,903.00; Septagon Construction \$6,000.00; Glovecon \$11,017.00. Alternate Bid 3 adds HVAC systems for air conditioning in designated area of existing facilities: The Architect's construction estimates \$190,375.00; PCE \$98,200.00; Curtiss Manes Schulte Inc. \$97,677.00; Septagon Construction \$126,000.00; Glovecon \$115,000.00. Alternate Bid 4 is a deduction for gravel paving in lieu of all asphalt or concrete: Architect's Construction estimate \$88,500.00; PCE \$74,000.00; Curtiss Manes Schulte Inc. \$108,883.00; Septagon Construction \$115,000.00; Glovecon \$93,149.00. Alternate Bid 5 is an add on for providing additional asphalt paving on West side of existing facility. The Architect's construction estimates \$56,000.00; PCE \$32,900.00; Curtiss Manes Schulte Inc. \$37,432.00; Septagon Construction \$33,000.00; Glovecon \$39,297.00. Alternate Bid 6 is a deduction to omit all work relating to new vehicle wash additive. Architect's construction estimates \$594,253.81; PCE \$457,000.00; Curtiss Manes Schulte Inc. \$482,517.00; Septagon Construction \$581,000.00; Glovecon \$416,494.00. Ms. Bobbitt stated they will post the information on their website and they will work with their Architect and the Road & Bridge Director on an evaluation and recommendation for award.

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: Surplus Disposal

Director of Purchasing Melinda Bobbitt read the following memo: The Purchasing Department requests permission to dispose of the following list of surplus PCs, peripheral equipment, unworking air conditioners, file cabinets, and other miscellaneous items through MRC Recycling Center. MRC Recycling will pick up our surplus for fifty dollars per load. Tubed monitors and TVs cost extra. There is also an extra charge for items with freon. They are a State of Missouri, DNR Level Four recycling center. No computer items are land-filled. Purchasing will obtain a Certificate of Destruction, and we will let them know that we want everything recycled, not reused so nothing ends up in the landfill.

Asset #	Description	Make & Model	Department	Condition of Asset	Serial #
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1.	NO TAG	DESKTOP SCANNER	Ix500	CIRCUIT DRUG COURT	UNKNOWN	
2.	NO TAG	PRINTER	HP OFFICEJET 6000	CIRCUIT COURT	UNKNOWN	
3.	21449	DESKTOP PC	Z240S	CIRCUIT COURT	UNKNOWN	
4.	NO TAG	19" LCD MONITOR	L1951g	CIRCUIT COURT	UNKNOWN	
5.	17175	19" LCD MONITOR	L1951g	CIRCUIT COURT	UNKNOWN	DISPOSED IN INVENTORY IN 2017
6.	17177	19" LCD MONITOR	L1951g	CIRCUIT COURT	UNKNOWN	DISPOSED IN INVENTORY IN 2017
7.	17490	19" LCD MONITOR	L1951g	CIRCUIT COURT	UNKNOWN	DISPOSED IN INVENTORY IN 2017
8.	18049	19" LCD MONITOR	L1951g	CIRCUIT COURT	UNKNOWN	DISPOSED IN INVENTORY IN 2017

9.	18088	19" LCD MONITOR	L1951g	CIRCUIT COURT	UNKNOWN	DISPOSED IN INVENTORY IN 2017
10	18090	19" LCD MONITOR	L1951g	CIRCUIT COURT	UNKNOWN	
11	NO TAG	20" LCD MONITOR	E201	CIRCUIT COURT	UNKNOWN	
12	NO TAG	23" MONIOTR	HP	CIRCUIT COURT	UNKNOWN	
13	NO TAG	23" MONIOTR	HP	CIRCUIT COURT	UNKNOWN	
14	NO TAG	TOUCH SCREEN MONITOR	ELO	CIRCUIT COURT	UNKNOWN	
15	NO TAG	TOUCH SCREEN MONITOR	ELO	CIRCUIT COURT	UNKNOWN	
16	NO TAG	TOUCH SCREEN MONITOR	ELO	CIRCUIT COURT	UNKNOWN	
17	NO TAGS	2 PCs DVI/HDMI-SR INTERFACE	VADDIO	CIRCUIT COURT	UNKNOWN	

18	NO TAG	8-PORT GIGABIT DESKTOP SWITCH	CISCO	CIRCUIT COURT	UNKNOWN	
19	NO TAG	APC-UPS		CIRCUIT COURT	UNKNOWN	
20	NO TAG	SUPPORTPACK		CIRCUIT COURT	UNKNOWN	
21	NO TAG	6-Pcs TONER WASTE BOXES		CIRCUIT COURT	UNKNOWN	
22	NO TAG	FAX – MODEM		CIRCUIT COURT	UNKNOWN	
23	NO TAG	MULTI-CHANNEL TRANSMITTER	WIR TX10	CIRCUIT COURT	UNKNOWN	
24	NO TAG	PHONE	MERIDIAN	CIRCUIT COURT	UNKNOWN	
25	NO TAG	PHONE	MERIDIAN	CIRCUIT COURT	UNKNOWN	
26	NO TAG	PHONE	MERIDIAN	CIRCUIT COURT	UNKNOWN	

27	NO TAG	PHONE	NORTEL	CIRCUIT COURT	UNKNOWN	
28	NO TAG	PHONE	MERIDIAN	CIRCUIT COURT	UNKNOWN	
29	NO TAG	PHONE	GTE	CIRCUIT COURT	UNKNOWN	
30	NO TAG	2 Pcs POCKET PC AND 2 Pcs KEYBOARD S		CIRCUIT COURT	UNKNOWN	
31	NO TAG	NAVIGATION SYSTEM	TOMTOM	CIRCUIT COURT	UNKNOWN	
32	NO TAG	3 PCs HEADSET SYSTEM		CIRCUIT COURT	UNKNOWN	
33	NO TAG	19 KEYBOARD S		CIRCUIT COURT	UNKNOWN	
34	NO TAG	18 MICE		CIRCUIT COURT	UNKNOWN	
35	NO TAG	7 MOUSE PADS		CIRCUIT COURT	UNKNOWN	

36	NO TAG	ONE SLIM DOCKER		CIRCUIT COURT	UNKNOWN	
37	16637	FAX MACHINE	L80	CIRCUIT COURT	UNKNOWN	
38	NO TAG	COMPUTER	TANGENT	CIRCUIT COURT	UNKNOWN	
39	20045	DESKTOP PC	Z230 SFF	CIRCUIT CLERK	UNKNOWN	
40	18300	IPAD		CIRCUIT CLERK	UNKNOWN	
41	18147	20" LCD MONITOR	LA2006x	CIRCUIT CLERK	UNKNOWN	
42	NO TAG	PRINTER	LASERJET P1102	CIRCUIT CLERK	UNKNOWN	
43	18167	SCANNER	TWAIN	CIRCUIT CLERK	UNKNOWN	
44	18503	SCANNER	TWAIN	CIRCUIT CLERK	UNKNOWN	

45	18406	FAX	LASWER CLASS 810	CIRCUIT CLERK	UNKNOWN	
46	1854	TYPEWRIT ER	IBM	CIRCUIT COURT	UNKNOWN	
47	NO TAG	POWER SONIC		INFORMATION TECHNOLOGY	UNKNOWN	
48	NO TAG	B.B. BATTERY		INFORMATION TECHNOLOGY	UNKNOWN	
49	NO TAG	KEYBOARD	HP	JJC	UNKNOWN	
50	20012	PC WORKSTAT ION	HP PRODESK 600	SHERIFF	UNKNOWN	
51	19994	PC WORKSTAT ION	HP PRODESK 600	SHERIFF	UNKNOWN	
52	18897	PC WORKSTAT ION	HP PRO 4300	PROSECUTING ATTORNEY	UNKNOWN	
53	NO TAG	PRINTER	HP LASER JET 2200	JJC	UNKNOWN	

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.

Sheriff's Office

4. First Reading: Request to modify and Budget Revision – Class 9 funds

Captain Brian Leer stated this is a request to transfer funds in the amount of \$3,850.00 from replacement equipment to new equipment. Captain Leer stated this is specific to two mini-drones that they would like to purchase. Captain Leer stated the Sheriff's Office currently has a drone that IT has loaned them over the last year or two, and this would be so they can return the drone to IT and the Sheriff's Office would be able to purchase two mini-drones. Captain Leer stated originally, in 2021, they asked for a search camera in the form of a throwable imaging ball, mainly to be used by the SWAT team. However, through discussions with the Missouri State Hwy Patrol, they found that system to be problematic and that it probably wouldn't meet their needs. Captain Leer stated that funding would now be used for the mini-drones, a smart controller, various accessories and a tablet computer to monitor their flight as they use them.

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.

5. First and Second Reading: Roles and Responsibilities Agreement from MoDOT

Captain Brian Leer stated that this is specific to the project they have been trying to do with MoDOT on South Hwy. 63 throughout 2021. Captain Leer stated they have now come to a point where they can get a "roles and responsibilities" agreement. If this is approved, signed and returned to MoDOT, it would allow them to then proceed with the project, work with the contractor and purchase the equipment to get everything installed and up and running. Captain Leer stated this document is the "roles and responsibilities" MoDOT requires if any work is going to be done on their right-of-way.

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the Roles and Responsibilities Agreement with MoDOT for LPR installation as set out in the attached.

The Presiding Commissioner is authorized to sign said documents and the Presiding Commissioner and the Boone County Sheriff are authorized to sign such other documents reasonably necessary to implement the contemplated installation with MoDOT.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #513-2021**

Resource Management

6. Second Reading: Approval of Extension of Stormwater Security Agreement and erosion and sediment control Irrevocable Letter of Credit for Ravenwood Plat 1 (First Read 12.14.21)

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the Extension of the Stormwater Security Agreement and erosion and sediment control Irrevocable Letter of Credit between the County of Boone and Fred Overton Development Inc. The terms of the agreement are set out in the attached contract and the Presiding Commissioner is authorized to sign the same.

Commissioner Aldred seconded the motion.
The motion carried 3 to 0. **Order #514-2021**

13th Judicial Circuit Court

7. First Reading: Family Facets Child Permanency Services Contract

Court Administrator Cindy Garrett stated the Community Services Department has offered them an award of just over \$207,000.00 to continue the supervised visitation program for which they contract with Family Facets. Ms. Garrett stated this is the agreement where they are asking for signature to continue services with Family Facets for that purpose.

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.

Commission

8. Public Comment

No public present or on the phone for public comment.

9. Commissioner Reports

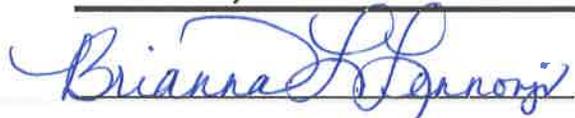
Commissioner Aldred stated he would like to thank the Auditor's office for their hard work on the budget.



Attest:

Daniel K. Atwill

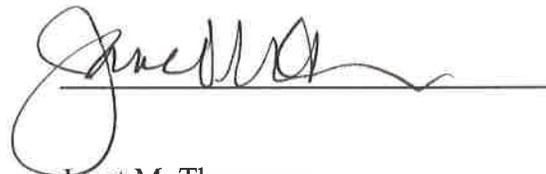
Presiding Commissioner



Brianna L. Lennon
Clerk of the County Commission



Justin Aldred
District I Commissioner



Janet M. Thompson
District II Commissioner