

TERM OF COMMISSION: September Session of the July Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center
Boone County Commission Chambers

PRESENT WERE: Presiding Commissioner Kip Kendrick
District I Commissioner Justin Aldred
District II Commissioner Janet Thompson
Boone County Environmental Public Health Specialist Emma Haenchen
Data and Performance Analyst Gina Jenkins
Director of Road & Bridge Greg Edington
Director of Human Resources Angela Wehmeyer
Budget Administrator Kelle Westcott
Boone County 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 and roll call was taken.

Health Department

1. First Reading: Nuisance Abatement – Parcel #11-907-25-01-079.00 01

Boone County Environmental Public Health Specialist Emma Haenchen stated they received a citizen complaint on April 20, 2023, and conducted their initial investigation on April 24, 2023. Ms. Haenchen stated a notice of violation was sent to the owner on May 2, 2023, and signed by the owner on May 5, 2023. Ms. Haenchen stated, on August 9, 2023, another citizen complaint

was received and an inspection was done and a notice of violation was sent on August 14, 2023. Ms. Haenchen stated a re-inspection was done on September 1, 2023, and a hearing notice was sent to the owner on September 7, 2023. Commissioner Kendrick asked what events happened between early May and August when another complaint was received. Ms. Haenchen stated the original complaint was for junk, trash, and inoperable vehicles, one of which wasn't licensed, and another had a flat tire. Ms. Haenchen stated they received other complaints about another vehicle, but it was parked on the street at the time. Ms. Haenchen stated, in the August complaint, the truck had been moved onto the property. Ms. Haenchen stated the nuisance pertaining to the junk and trash has been closed. Ms. Haenchen stated the only complaints before the Commission today are for the vehicles. Ms. Haenchen stated she went back to the property this week and the two trucks are still in the driveway with flat tires. Ms. Haenchen stated she spoke with the owners when she sent the first letter because they called the Health Department, but she doesn't have their contact information. Commissioner Kendrick and Commissioner Aldred both stated they are hesitant to move forward in this abatement. Commissioner Thompson stated, if the truck were parked normally in the driveway, the neighbors probably wouldn't even notice the tire was flat. Ms. Haenchen stated the truck sitting crooked in the driveway has received many complaints, even when it was parked on the street. Commissioner Kendrick requested that a notice of a pending tow be sent to the property owners. Commissioner Thompson asked Ms. Haenchen how she was able to speak with the property owner the first time a notice was sent. Ms. Haenchen stated the property owner called the office, but she doesn't have their contact information. Commissioner Thompson stated maybe Ms. Haenchen should send a certified letter to the property owner stating that they have already had the first hearing, a second hearing will be scheduled, they need to get in contact with her, and there needs to be some activity as to these vehicles, or they will be towed. Commissioner Thompson asked if Ms. Haenchen would be able to send a certified letter to the property owner and Commissioner Kendrick stated they would hold the second reading on this parcel until Thursday, October 12. Ms. Haenchen stated she will do that and let the property owner know they are welcome to come to the next hearing.

Commissioner Kendrick 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

2. First and Second Reading: Approval to apply for the Missouri Foundation for Health Grant

Data and Performance Analyst Gina Jenkins stated the Community Services Department is requesting approval to apply for the Missouri Foundation for Health Grant. Ms. Jenkins stated this grant is for two years in the amount of \$218,546.20.

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the request from Community Services to apply for the Missouri Foundation for Health Grant.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #429-2023**

Road & Bridge

3. **First Reading: Budget Revision for Department 2040 - Cover Class 9**

Director of Road & Bridge Greg Edington stated the Road & Bridge Department underestimated the purchase cost of seven dump trucks for this year. Director Edington stated they are short approximately \$52,000 for the remaining two dump trucks. Director Edington stated he requests transferring funds out of Account 26302 and putting them into Account 92400 to cover the difference.

Commissioner Kendrick 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

4. **First and Second Reading: Request to Hire Above the Flexible Hiring Range for Position 865, Records Custodian, Boone County Joint Communications**

Director of Human Resources Angela Wehmeyer stated this candidate has fifteen years of experience as a paralegal, which is helpful with increasing Sunshine requests. Director Wehmeyer stated Major German is asking for \$21 an hour and there will be no internal equity issue because this is the only position of its type.

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve a request to hire above the Flexible Hiring Range for position number 865, Records Custodian, and does hereby authorize an appropriation of \$21 per hour for the salary of said position.

Commissioner Aldred seconded the motion.
The motion carried 3 to 0. **Order #430-2023**

5. **Second Reading: Personnel Advisory Committee Recommendation to Approve Modification of Boone County Personnel Policies 1.11, 1.14, and 2.4 – First Read 09.26.23**

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby accept the recommendation of the Personnel Advisory Committee to modify Boone

County Personnel Policies 1.11 Six-Month Probationary Period, 1.14 Employment Separation, and 2.4 Vacation Leave as written in the attached draft policies.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #431-2023**

Resource Management

6. First Reading: Dept 1720/1711 - Budget Revision - Cover Class 7

Budget Administrator Kelle Westcott stated this budget revision is to cover the cost of the consultant to assist in evaluating and finding the proper permitting software for the Resource Management office.

Commissioner Kendrick 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: Annual Cooperative Agreement with City of Rocheport for Road Sales Tax Revenue

Budget Administrator Kelle Westcott stated this contract was set up in 2011 on a six-year rotation during which the city receives a certain percentage the first through fifth years and, in the sixth year, they receive a higher percentage. Ms. Westcott stated this contract is for the City of Rocheport for road maintenance and they are in Year Five of the current six-year cycle. Ms. Westcott stated this contract is in the amount of \$20,112.61.

Commissioner Kendrick 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. Second Reading: Extension Agreement No. 3 for the Irrevocable Letter of Credit between Boone County and Fred Overton Development, Inc. for Perche Ridge Plat 1 – First Read 09.26.23

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the attached Extension Agreement No. 3 for the \$70,512 Irrevocable Letter of Credit between Boone County and Fred Overton Development, Inc for Perche Ridge Plat 1.

Terms of the Agreement are stipulated in the attached and the Presiding Commissioner is hereby authorized to sign the same.

Commissioner Aldred seconded the motion.
The motion carried 3 to 0. **Order #432-2023**

9. Second Reading: Budget Revision for Department 1360 - Cover Class 9 – First Read 09.26.23

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the attached Budget Revision for Department 1360.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #433-2023**

Purchasing

10. Second Reading: Amendment Number One to Contract C000589 – Architectural and Engineering Services for New Vehicle Storage & Facility Improvements at Boone County Road & Bridge Facility with PW Architects, Inc. – First Read 09.26.23

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve a Contract Amendment to Contract C000589 – Architectural and Engineering Services for New Vehicle Storage & Facility Improvements at Boone County Road & Bridge Facility with PWArchitects, Inc. for the addition of Professional Design Services for the Purchasing Department’s relocation to the Road & Bridge South Facility.

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 #434-2023**

11. Second Reading: Award of Contract C000666 from Sole Source 171-123123SS for RVI Software Support with Real Vision Software Inc. of Alexandria, Louisiana, for RVI Support Service for the Boone County IT Department – First Read 09.26.23

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the award of County Contract C000666 awarded from Sole Source 171-123123SS for RVI Software Support with Real Vision Software, Inc. of Alexandria, Louisiana, for the purchase of RVI Support Service for the Boone County IT Department.

The contract is set out in the attached and the Presiding Commissioner is authorized to sign the same.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #435-2023**

Commission

12. Second Reading: Adopting an updated policy of the Boone County Commission on access to public meetings and records pursuant to RSMo Sec. 610.028 – First Read 09.26.23

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby adopt the attached policy of the Boone County Commission on access to public meetings and records pursuant to RSMo Sec. 610.028. This policy updates and supersedes the policy adopted in Commission Order 379-2004.

Commissioner Aldred seconded the motion.
The motion carried 3 to 0. **Order #436-2023**

13. Public Comment

None

14. Commissioner Reports

Commissioner Thompson stated she will be traveling to Jefferson City on October 18 to testify on behalf of the Missouri Association of Counties Policing, Justice, and Mental Health Committee. Commissioner Thompson stated she will be appearing before the House Task Force on mental health and substance use.

Attest:



Brianna L. Lennon
Clerk of the County Commission



Kip Kendrick
Presiding Commissioner



Justin Aldred
District I Commissioner



Janet M. Thompson

District II Commissioner