

TERM OF COMMISSION: March Session of the January 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  
Captain Brian Leer  
Accountant II Aaron Neugarten  
Accountant II Jeff Shockley  
Boone County Treasurer Jenna Redel  
Director of Human Resources Angela Wehmeyer  
Buyer Amy Gerskin  
Senior Buyer Liz Palazzolo  
Director of Purchasing Melinda Bobbitt  
Boone County Juvenile Office Supervisor Angie Bezoni  
Superintendent Tara Eppy  
Director of Community Services Joanne Nelson  
Deputy County Clerk III Jodi Vanskike

**Conference Call Information:**

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

The meeting was called to order at 9:30AM and roll call was taken.

**Commission**

**1. Proclamation in Recognition of Missouri Farm Bureau Celebrate Agriculture-Thank a Farmer Week**

- Whereas, America’s farmers and ranchers provide food that satisfies the tastes and preferences of today’s consumers; and
- Whereas, one farm produces food and fiber for 172 people in the United States and abroad; and
- Whereas, U.S. consumers spend approximately 9 percent of their disposable income on food each year, less than any country in the world; and
- Whereas, America’s farmers and ranchers not only provide the food we eat but also help sustain rural communities, preserve open space and wildlife habitats, and protect the environment; and
- Whereas, farming and ranching play a vital role in the economy of the country and each county in the state; and
- Whereas, farmers are professionals in their career of providing food and fiber and work behind the scenes to provide a food supply that is healthy, abundant, affordable overall, and among the world’s safest; and
- Whereas, March 3 – March 9, 2024, is recognized as Missouri Farm Bureau Celebrate Agriculture: Thank a Farmer Week;
- Therefore, the Boone County Commission does hereby proclaim March 3 – March 9, 2024, to be Missouri Farm Bureau Celebrate Agriculture: Thank a Farmer Week throughout Boone County and express appreciation for the efforts of farmers within Boone County and across the state of Missouri.

IN TESTIMONY WHEREOF, this 5<sup>th</sup> day of March, 2024.

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby enter into the record a Proclamation in Recognition of Missouri Farm Bureau Celebrate Agriculture -Thank a Farmer Week March 3 – March 9, 2024.

Commissioner Thompson seconded the motion.  
The motion carried 3 to 0. **Order #110-2024**

**Boone County Sheriff's Office****2. First Reading: City of Linn, Missouri Police Department K-9 Basic Training Agreement**

Captain Brian Leer stated that the Linn Police Department has been a partner with the Boone County Sheriff's Office for several years. Captain Leer stated this will be a retrain of a K-9 with a new handler. Captain Leer stated the training will consist of no less than 40 sessions for \$4,000.00.

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.

**3. First Reading: Kirksville Police Department K-9 Basic Training Agreement**

Captain Brian Leer stated this contract is also a retrain for the City of Kirksville Police Department. Captain Leer stated this is for a single purpose dog, and this agreement is for not less than 20 sessions in the amount of \$2,000.00.

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.

**Auditor****4. First Reading: Budget Amendment - Dept 2906 - LEST – Out-of-County Housing**

Accountant II Aaron Neugarten stated the out-of-county housing amount went over budget by \$494,899.00, so they need to replenish the account.

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.

**5. First Reading: Budget Amendment - Dept 2040 - Cover Class 9 – Cleaning Equipment**

Accountant II Jeff Shockley stated this is for the Road & Bridge Department in the amount of \$6,790.00. Mr. Shockley stated the Road & Bridge Department wants to purchase a floor scrubber and a floor burnisher, which aren't in the budget. Mr. Shockley stated the cleaning contract at the Tom Bass facility has expired, so the department received a quote for cleaning costs. Mr. Shockley stated during that time, they discovered that, if they were to own these two pieces of equipment, the cut in cleaning costs would be significant.

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**

**6. First and Second Reading: Request to reclassify position 941 from ETC Trainee (0.75 FTE, Benefited) to Services Specialist (0.5 FTE, Non-Benefited) for Joint Communications**

Director of Human Resources Angela Wehmeyer stated this request is to reclassify a 30-hour benefitted employee to a half-time Service Specialist position. Director Wehmeyer stated this is to be able to give Joint Communications some extra footing on the record side. Director Wehmeyer stated this is a reduction of FTE's, so there is no budget impact, and stated the department has requested that if there is a vacancy in this position in the future, they are able to convert it back to a 1.0 FTE.

Commissioner Aldred moved on this day, the County Commission of the County of Boone does hereby authorize the request to convert Position 941, ETC Trainee (class code 409300, Range 32) from a 0.75 FTE benefitted position to a 0.5 FTE, part-time, non-benefitted Services Specialist position (class code 406400, Range 26) to be budgeted at 1,040 hours per year.

At a later date, the position can be converted to its original classification of a full-time, benefitted ETC Trainee at vacancy or at the department head's request during the next budget cycle.

Commissioner Thompson seconded the motion.  
The motion carried 3 to 0. **Order #111-2024**

### **Treasurer**

**7. First Reading: Boone County Investment Policy- 2024 Review and Update**

Boone County Treasurer Jenna Redel stated the County's current investment policy was written by Nicole Galloway in 2013. Treasurer Redel stated she is creating an investment review committee who will help select the authorized brokers that will be used to purchase securities, the Commission will start getting regular reports that are standardized, the custodial fund owners will also be getting these reports, and she has changed the ethics and conflict of interest area of the policy, adding additional restrictions.

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

### 8. **First Reading: City of Refuge Contract Amendment**

Director of Community Services Joanne Nelson read the following memo:

The Community Services Department requests approval to amend the Strategic Innovation Opportunity contract with the City of Refuge. The program name in the contract is “City of Hope” and will be changed to “City Preschool”. No additional encumbrance is required.

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.

## Purchasing

### 9. **First Reading: Contract: C000750 (CC240753003) - Silverado for R&B - Motor Vehicles with Rusty Drawing**

Buyer Amy Gerskin read the following memo:

The Boone County Road & Bridge Department requests permission to utilize the State of Missouri OA #CC240753003 - Motor Vehicles with Rusty Drawing Chevrolet to purchase one (1) 2023 Chevy Silverado 1500 Crew LT with 4WD from GRD 2033, Inc. DBA Rusty Drawing Chevrolet. The Boone County Contract Number is C000750.

The cost of this purchase is \$47,134.00 and will be paid by Department 2040 - Road and Bridge Maintenance, Account 92400 - Replacement Vehicles and Equipment. This is a replacement purchase, and the 2024 total budgeted amount is \$60,000.00. The disposal form for the existing Chevrolet Tahoe was approved on 1/23/2024, Commission Order 33- 2024.

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.

### 10. **First Reading: Award of Contract C000752 from Cooperative Contract CC240138010 with Reed Motors for the purchase of a new 2024 Dodge RAM 2500 Tradesman Crew Cab 4X4 Truck for the Boone County Facilities Management Department**

Senior Buyer Liz Palazzolo read the following memo:

Purchasing requests approval for the award of Contract C000752 from Co-Operative Contract CC240138010 established by the State of Missouri as a Cooperative Contract for the purchase of new vehicles. In this case, the County requested quotes from all dealerships on the Qualified Vendors List. The tabulation is attached.

Three bids were received:

- 1) Reed Motors STJ LLC of St. Joseph, Missouri;
- 2) Joe Machens Ford of Columbia, Missouri; and
- 3) Don Brown Chevrolet of St. Louis Missouri.

The Purchasing Department has worked with the Facilities Management Department reviewing the quotes. The quote solicitation allows the County to use weighted criteria to review the quotes, since none of the trucks bid will be “made to order” for the County; the trucks will either be “off-the-lot” or in the order queue. An evaluation team consisted of this staff from the Facilities Management Department: Director Johnny Mays, Deputy Director Jody Moore, and Landscape and Turf Supervisor Josh Morgan. It is noted that the truck is to be used for Grounds Operations.

Subjective criteria used in the evaluation included Experience/Reliability and Contractor Support which was weighted a maximum of 10 points; and Specifications Match – Desired Features which was weighted a maximum 40 points. The Scoring Sheet and Evaluation Narrative are attached to this memo.

The Purchasing Department conducted the Cost Evaluation and calculation of Cost points worth a maximum of 50 points. The lowest total acquisition cost is awarded 50 points while competitors’ cost scores are calculated using this formula: Lowest Total Acquisition Cost divided by Each Competitors’ Total Acquisition Cost multiplied by 50 maximum points.

Subjective scoring was done without knowledge of cost point scores. The outcome is as shown in the following table:

<b>Bidder</b>	<b>Experience/ Reliability/ Contractor Support – 10 points Maximum</b>	<b>Specifications Match - Desired Features – 40 Points Maximum</b>	<b>Cost Points – Maximum 50 Points</b>	<b>Total Points</b>
<b>Joe Machens Ford Bidding a 2024 Ford F250 Crew Cab 4X4 Short</b>	7	38	50.00	<b>95.00</b>

Bed, 6.75'				
<b>Reed Motors</b> bidding a 2024 Dodge RAM 2500 Tradesman Crew Cab 4X4, 6'4" Bed	9	39	49.96	<b>97.96</b>
<b>Don Brown Chevrolet</b> bidding a 2024 Chevrolet 2500 HD Crew Cab, 6'4" Bed	8	39	49.72	<b>96.72</b>

Reed Motors is the “lowest and best” quote based on the highest cumulative score shown above.

It is noted that the quote offered a 2012 Chevrolet 2500 HD Extended Cab truck for trade-in. Only Don Brown Chevrolet offered a trade quote. The trade quote of \$800.00 was deemed too low and so the Facilities Management Department opted not to consider trade-pricing.

The 2012 Chevrolet 2500 HD Extended Cab truck will be referred to the Auto Auction for Disposal. The **Disposal Form** is attached for the Commission’s approval:

- 2012 Chevrolet 2500HD Extended Cab, Asset Tag 18078, VIN 135GC2KVCG1CZ3251

The Facilities Management Department has recommended awarding the 2024 Dodge RAM 2500 Tradesman Crew Cab 4X4 to Reed Motors STJ, LLC of St. Joseph, Missouri. Delivery is anticipated to take 12-18 weeks.

The contract period will run from March 07, 2024 through June 30, 2024.

Payment for the van will reference Department 6104 – Facilities Maintenance Grounds Maintenance Account 92400 – Replacement Auto Trucks: \$47,911.00

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.

**11. First Reading: Award of Contract C000751 from RFP 04-20FEB24 for Law Enforcement Dogs Term & Supply for the Boone County Sheriff’s Office to Shallow Creek Kennels, Inc.**

Senior Buyer Liz Palazzolo read the following memo:

Purchasing requests approval of Contract C000751 that results from Request for Proposal 04-20FEB24. Said RFP solicited proposals for Law Enforcement Dogs for the Boone County Sheriff's Office. Only one proposal and one "No Bid" were received:

- (1) Shallow Creek Kennels, Inc. of Sharpsville, Pennsylvania
- (2) Galls, Inc. of Lexington, Kentucky (No Bid)

The proposal has been reviewed by Captain Brian Leer of the Boone County Sheriff's Office along with the Purchasing Department. It was decided to add a requirement to the RFP regarding the purchase of related dog supplies. This was accomplished by issuing Best and Final Offer Request #1 which is allowed under the negotiation terms for the RFP. By accepting Best and Final Offer #1, the County will be allowed to purchase related dog supply items like collars and leashes from the Contract.

The Contract period will run from March 18, 2024, through March 17, 2025 with three (3) one-year renewal options available after this initial period.

This is considered a Term and Supply Contract for the Sheriff's Office. Purchases will be made as needed, if needed. A total of \$9,300.00 has been budgeted for the current fiscal year.

Payments will reference the following coding:

- Department 2570 - Sheriff K9 Operations Fund Activity Account 23010 - Detention Enforcement Supplies

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.

**12. First and Second Reading: Contract: C000753 (2/2024) - Gasoline and Diesel Fuel - Term and Supply - with Petroleum Traders**

Buyer Amy Gerskin read the following memo:

Road and Bridge requests permission to utilize the City of Columbia, Missouri's Cooperative Contracts 212024 to purchase Gasoline and Diesel Fuel. Recommendation for award is by line item, low bid with Primary and Secondary providers of MFA Oil Company and Petroleum Traders Corporation. Contracts are in effect through February 22, 2025, and have four, one-year renewals. The recommendation as the Primary Provider for all line items responded to in their bid response is Petroleum Traders Corporation.

Invoices from the Term and Supply contracts will be paid by Department 2042 - RB-Maintenance Operations, Account 59000 - Motor Fuel / Gasoline.



Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve Contract C000753 (2/2024) with Petroleum Traders Corporation for the purchase of Gasoline and Diesel Fuel.

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 #112-2024**

**13. First and Second Reading: Contract: C000744 (2/2024) - Gasoline and Diesel Fuel with MFA**

Buyer Amy Gerskin read the following memo:

Road and Bridge requests permission to utilize the City of Columbia, Missouri's Cooperative Contracts 212024 to purchase Gasoline and Diesel Fuel. Recommendation for the award is by Primary and Secondary providers by line-item price. MFA Oil Company is recommended to be the Secondary Provider for all line items in the contract. Contracts are in effect through February 22, 2025, and have four (4) one-year renewals.

Invoices from the Term and Supply Contracts will be paid by Department 2042 - RB-Maintenance Operations, Account 59000 - Motor Fuel / Gasoline.

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve Contract C000744 (2/2024) with MFA Oil Company for the purchase of Gasoline and Diesel Fuel.

The terms of the Agreement are set out in the attached Contract and the Presiding Commissioner is authorized to sign the same.

Commissioner Thompson seconded the motion.  
The motion carried 3 to 0. **Order #113-2024**

**14. First and Second Reading: ARPA Funding Beneficiary: C000734 – Community Welcome Center with Columbia Center for Urban Agriculture**

Director of Purchasing Melinda Bobbitt read the following memo:

Boone County, Missouri received ARPA Grant Funding from the Federal Government and the County Commission engaged in an RFP process to determine ARPA funding awards. This ARPA award is for County Contract #C000734 - Community Welcome Center with Columbia Center for Urban Agriculture. This project is for the construction and operation of the Community Welcome Center which will contain a commercial kitchen, event space, a resource

library, and office space to support the ongoing and new programs. Some programs that will be supported include meal distribution and produce gardening for hunger relief, educational programs for children related to health, food, and nature, backyard gardens for low-income families, and other programs related to job and skills training, and wrap around services to combat housing and food insecurity.

Contract Award is for a not to exceed amount of \$1,500,000.00 and will be paid from Department 2983 - American Rescue Plan Act, Account 82400 - Other Contracts. Attached is a list of all funded and anticipated funded projects.

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve an ARPA Funding Beneficiary Agreement with Columbia Center for Urban Agriculture for a Community Welcome Center for \$1,500,000.00.

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 #114-2024**

**15. Second Reading: C000746 (060122-BAI) - BOMAG Tandem Roller – First Read 02.14.24**

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve Contract C000746 (060122-BAI) with CMW Equipment for the purchase of one (1) BOMAG Model BW 138 AD-5 Tandem Roller.

The terms of the Agreement are set out in the attached Contract, and the Presiding Commissioner is authorized to sign the same.

Commissioner Thompson seconded the motion.  
The motion carried 3 to 0. **Order #115-2024**

**13<sup>th</sup> Judicial Circuit Court**

**16. First Reading: Juvenile Justice Program Assistance Grant**

Boone County Juvenile Office Supervisor Angie Bezoni stated this is to pay for in home detention and for crisis intervention.

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.

**Juvenile Justice Center****17. First Reading: Juvenile Justice Program Assistance Grant proposal - Girl Matters SAVVY Sisters Program**

Superintendent Tara Eppy stated this grant, along with the next two, are all the same grant through OSCA. Ms. Eppy stated this is a reimbursable grant and this one is a gender specific program.

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.

**18. First Reading: Juvenile Justice Program Assistance Grant proposal - VOCA-JJC Program**

Superintendent Tara Eppy stated this grant is also reimbursable and this one targets vocational programming at the Juvenile Justice Center. Ms. Eppy stated it's a combination of first aid/CPR for the residents, food handler's certification, and a hair braiding barber shop licensing program. Ms. Eppy stated this grant focuses on licenses and/or certificates the residents can take with them when they return to the community.

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.

**19. First Reading: Juvenile Justice Program Assistance Grant proposal - Step-Up: Building Respectful Family Relationship Program**

Superintendent Tara Eppy stated this is also a reimbursable grant, and is focusing on a restorative program with a therapy model. Ms. Eppy stated this will be for residents in the Center for domestic assault within their own home, and involving the parents in the family circle while they are out at the Juvenile Justice Center and trying to restore that relationship.

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.

**P&Z****20. Second Reading: Request by PC&R Properties, LLC for a conditional use permit to allow manufacture or assembly of metal products in the Light Industrial (M-L) zoning district located at 51 N. Rangeline Road, Columbia – First Read 02.27.24**

Commissioner Thompson moved now, on this day, the County Commission of the County of Boone does hereby approve a Conditional Use Permit for Manufacture or Assembly of Metal Products in the Light Industrial zoning district at 51 N. Rangeline Road, Columbia, subject to the following conditions:

- 1) That manufacturing activities be in buildings designed to minimize light, heat, exhaust, and noise impacts to surrounding properties.
- 2) A landscaping/buffering plan shall be proposed to break up sight lines and mitigate impacts to properties to the south. This is not intended to be a complete visual screening of the site. This plan will include a planting schedule to mix the species in a manner to promote the health of the proposed buffer, a replacement schedule for diseased/dying/dead planting replacement, and a disease-resistant long-living species list/schedule appropriate to the site prepared by an Arborist/Landscape Architect. This plan will be confined to the south property line and subject to the approval of the Director of Resource Management.

Commissioner Aldred seconded the motion.  
The motion carried 3 to 0. **Order #116-2024**

**21. Second Reading: Request by John Sam Williamson, Jr. to rezone from Agriculture 1 (A-1) to Agriculture 2 (A-2) on 3.48 acres located at 4100 S. Route O, Columbia - First Read 02.27.24**

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve a request by John Sam Williamson, Jr. to rezone from Agriculture (A-1) to Agriculture (A-2) on 3.48 acres located at 4100 S. Route O, Columbia.

Commissioner Aldred seconded the motion.  
The motion carried 3 to 0. **Order #117-2024**

**Commission**

**22. First and Second Reading: Application for Organizational Use of the Boone County Commission Chambers - Parley P. Pratt Freedom Run**

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the application for Organizational Use of the Boone County Commission Chambers by Parley P. Pratt Freedom Run on July 4, 2024, from 6:30AM until 10:00AM.

Commissioner Thompson seconded the motion.  
The motion carried 3 to 0. **Order #118-2024**

**23. Public Comment**

None

24. Commissioner Reports

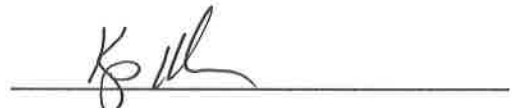
Commissioner Thompson stated she is excited to announce that Boone County was selected to participate in a Convening County Court and Justice Leaders Cross System Collaboration Peer Exchange. Commissioner Thompson stated this is being funded by Rulos Strategies and NACo, in partnership with Practice Consulting, and funding from the State Justice Institute. Commissioner Thompson stated members from twenty Counties will be going to an innovative site to learn from the hosts and exchange ideas with other attendees. Commissioner Thompson stated this aligns County Court and Justice Leaders with local and behavioral health and public health stakeholders to create systems change. Commissioner Thompson stated Boone County was chosen to visit Yavapai County, Arizona on April 2<sup>nd</sup> and 3<sup>rd</sup> of this year and will be meeting with coalition partners supporting individuals with behavioral health issues in the criminal justice system. Commissioner Thompson stated they will also learn more about the Yavapai County Community Coalition Re-Entry Center and Mobile Crisis and Co-Responder Program. Commissioner Thompson stated she's excited that Presiding Commissioner Kip Kendrick and Judge Stephanie Morrell will be representing Boone County.

Commissioner Kendrick stated at approximately 8:00pm last night, the Missouri Senate perfected Senate Committee substitute for Senate Bill 576 which is the Senior Property Tax Freeze. Commissioner Kendrick stated they had two or three adopted floor amendments in addition to the senate substitutes. Commissioner Kendrick stated it provides a lot of clarifying language and should pave the way for clarifying the legislation passed last year.


Attest:




Brianna L. Lennon  
Clerk of the County Commission



Kip Kendrick  
Presiding Commissioner



Justin Aldred  
District I Commissioner



Janet M. Thompson  
District II Commissioner