

TERM OF COMMISSION: October Session of the October 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  
Director of Purchasing Melinda Bobbitt  
Prosecuting Attorney Roger Johnson  
Buyer Amy Gerskin  
Senior Buyer Liz Palazzolo  
13<sup>th</sup> Judicial Circuit Court Administrator Cindy Garrett  
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 1:30PM and roll call was taken.

**Sheriff's Office**

**1. First and Second Reading: 2024-2025 MoDOT Highway Safety Contracts**

Captain Brian Leer stated this is a continuation of the contracts they have done the last several years. Captain Leer stated these grants were previously approved to apply for, and they have now received the funding.

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the acceptance of the following 2024-2025 MoDOT Highway Safety Contracts.

The Presiding Commissioner is also authorized to sign each contract.

- Dedicated HMV Enforcement
- Dedicated Impaired Driving Enforcement
- Impaired Driving Enforcement
- HMV Enforcement

Commissioner Thompson seconded the motion.  
The motion carried 3 to 0. **Order #462-2024**

## **Human Resources**

### **2. First and Second Reading: Request to Transfer Above Authorized Transfer Salary for Position 578, Assistant Prosecuting Attorney III**

Prosecuting Attorney Roger Johnson stated this item, and the next item are inter-related. Prosecutor Johnson stated they want to hire someone for this position, and then move someone to the higher position that Sue had been in. Prosecutor Johnson stated this candidate has previously worked for the office and now he is wanting to bring her back.

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the request to transfer above the authorized transfer policy for position number 578, Assistant Prosecuting Attorney III, and does hereby authorize an appropriation of \$95,403.20 for the annual salary of said position.

Commissioner Aldred seconded the motion.  
The motion carried 3 to 0. **Order #463-2024**

### **3. First and Second Reading: Request to Hire Above Flexible Hiring Range for Position 669, Assistant Prosecuting Attorney II**

Prosecuting Attorney Roger Johnson stated this is to fill Sue's position, as she has moved from Unit Leader to First Assistant Prosecuting Attorney. Prosecutor Johnson stated this would be to hire a former employee to the Unit Leader position.

Commissioner Aldred 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 669,

Assistant Prosecuting Attorney II, and does hereby authorize an appropriation of \$78,000.00 for the annual salary of said position.

Commissioner Thompson seconded the motion.  
The motion carried 3 to 0. **Order #464-2024**

**Purchasing**

**4. First Reading: Amendment One: C000836 (10-24APR24) - Greater Bonne Femme Watershed Return on Environment Study**

Buyer Amy Gerskin read the following memo:

Purchasing requests approval for Amendment #1 to contract C000836, awarded from RFP 10-24APR24 with Geosyntec Consultants, Inc. The original contract was awarded on July 25, 2024, via Commission Order 361-2024 for the Boone County Resource Management Department.

Amendment #1 adds Attachments One and Two to the contract. These attachments illustrate the significance of adding a Theory of Change framework to the project deliverables, and include a proposed timeline for the deliverable in phase 4 of the project. The addition of this deliverable will not impact the budget for the project.

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: Cooperative Contract: C000860 (State of MO cooperative contract CC242511003) – Goodyear Tires, Tubes, and Services with Pomp's Tire Service, Inc.**

Senior Buyer Liz Palazzolo read the following memo:

Boone County Road & Bridge request permission to utilize the State of Missouri cooperative contract CC242511003 (based on NASPO contract 24115) to purchase Goodyear tires, tubes, and services from Pomp's Tire Service, Inc. of Columbia, Missouri. The county contract number is C000860.

This is a Term and Supply contract. Invoices will be paid from departments 2042 - RB Fleet & Equipment Maintenance Operations, account 59105 -Tires.

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.

**6. First Reading: Award C000861 from Sole Source 177-123124SS for the DRACO Gas Delivery System (GDS), Supplies and Training from J&N Tactical for the Boone County Sheriff's Office**

Senior Buyer Liz Palazzolo read the following memo:

Attached for approval is award of contract C000861 from County Sole Source #177-123124SS. The Sole Source Request Form 177-1231243SS is also included and requires Commission approval and signature.

The Sole Source purchases a DRACO gas delivery system that will be installed on the Lenco Bearcat armored vehicle for the Boone County Sheriff's Office. The purchase also includes training and supplies. Only J&N Tactical of South Haven, Minnesota sells its DRACO gas delivery system that is manufactured for installation on the Lenco Bearcat armored vehicle; it has unique performance features required by the Sheriff's Office, specifically it remotely delivers up to 8 chemical gas canisters and 2 noise-flash distraction devices which can be delivered from inside the armored vehicle.

The single feasible source has been advertised in both the Missourian and the Columbia Tribune. No other vendors have come forth to indicate that they are able to provide the subscription.

This is a one-time purchase that includes on-site training on the use of the gas delivery system once it is installed.

Payments will be paid from the following department/account codes:

- 2501 - Sheriff Forfeiture – Department of Justice/91300 – Machinery & Equipment: \$13,875.00
- 2502 - Sheriff Forfeiture – Department of Treasury/91300 – Machinery & Equipment: \$13,875.00

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.

**7. First Reading: Cooperative Contract: C000862 (State of MO cooperative contract CC242511001) –Bridgestone Tires, Tubes, and Services with Pomp's Tire Service, Inc.**

Senior Buyer Liz Palazzolo read the following memo:

Boone County Road & Bridge request permission to utilize the State of Missouri cooperative contract CC242511001 (based on NASPO contract 24115) to purchase Bridgestone tires, tubes, and services from Pomp's Tire Service, Inc. of Columbia, Missouri. The county contract number is C000862.

This is a Term and Supply contract. Invoices will be paid from departments 2042 - RB Fleet & Equipment Maintenance Operations, account 59105 -Tires.

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. First Reading: Amendment #1 to Contract C000104 (155-123121SS) - Work Order Software with Maintenance Services - Term and Supply**

Buyer Amy Gerskin read the following memo:

Purchasing requests approval for Amendment #1 to contract C000 104, awarded from Sole Source 155-123121SS with Accruent, LLC. The original contract was awarded on March 2, 2021, via Commission Order 80-2021 for the Boone County Facilities Management Department.

Amendment #1 extends the contract until 9/30/2027, and includes the migration, training and implementation, and maintenance of Maintenance Connection Professional Cloud subscriptions for the Facilities Management Department.

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.

**9. First and Second Reading: Contracts and Amendments Signed by Purchasing Director for 3rd quarter of fiscal year 2024**

Senior Buyer Liz Palazzolo read the following memo:

Attached is the list of contracts and amendments that were awarded and signed by the Purchasing Director for the 3rd quarter of fiscal year 2024.

The Notice of Awards that explains the justification for award is posted on our web page under the Purchasing Department. The bid tabulation listing the bidders/offerors with pricing is also posted there. These contract documents have been added to the Boone County Clerk bid file.

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby acknowledge the attached report documenting the contracts approved by the Purchasing Director as the County's Purchasing Agent (as designated in Commission Order 114-2022) during the months of July, August, and September 2024.

Commissioner Aldred seconded the motion.  
The motion carried 3 to 0. **Order #465-2024**

**10. Second Reading: Amendment #1 to Contract C000563 (bid 28-29JUN22) – Central Pantry – Children's Supplemental Food Program with The Food Bank for Central & Northeast Missouri, Inc. – First Read 09.26.24**

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve a contract amendment with The Food Bank for Central & Northeast Missouri, Inc. for Central Pantry– Children's Supplemental Food Program.

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

Commissioner Thompson seconded the motion.  
The motion carried 3 to 0. **Order #466-2024**

**11. Second Reading: Amendment #1 to Contract C000565 (bid 28-29JUN22) – Buddy Pack Program with The Food Bank for Central & Northeast Missouri, Inc. – First Read 09.26.24**

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve a contract amendment with The Food Bank for Central & Northeast Missouri, Inc. for Buddy Pack Program.

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

Commissioner Aldred seconded the motion.  
The motion carried 3 to 0. **Order #467-2024**

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

**12. First Reading: Budget Revision - Dept 2870 - Cover Class 7 Unanticipated Expenditures**

13<sup>th</sup> Judicial Circuit Court Administrator Cindy Garrett stated this is a request to move funds budgeted for 2870-83170 to 2870-71101 to cover unanticipated expenditures. Line items

budgeted in 83170 are now covered by grant funding that was not anticipated during the creation of the 2024 budget year.

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.

**13. First Reading: Budget Revision - Dept 1242 - Cover Class 7 Moving Funds**

13<sup>th</sup> Judicial Circuit Court Administrator Cindy Garrett stated this request is to move funds to cover programming costs for youths incarcerated in JJC, which, since there have been staff vacancies, Class 1 budgeted funds are available.

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.

**Boone County Sheriff's Office**

**14. Second Reading: City of St. Peters K9 Basic Training Agreement – First Read  
09.26.24**

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the attached K-9 Basic Training Agreement between Boone County and the City of St. Peters, Missouri Police Department.

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

Commissioner Thompson seconded the motion.  
The motion carried 3 to 0. **Order #468-2024**

**Health Department**

**15. Second Reading: Nuisance Abatement Parcel# 12-417-19-01-039.00 01 – First Read  
09.26.24**

Commissioner Thompson moved now on this 3<sup>rd</sup> day of October 2024, the County Commission of Boone County, Missouri met in regular session and entered the following findings of fact, conclusions of law and order for abatement of nuisance:

**Findings of Fact and Conclusions of Law**

The County Commission finds as fact and concludes as a matter of law the following:

1. The Boone County Code of Health Regulations (the “Code”) are officially noticed and are made a part of the record in this proceeding.
2. The City of Columbia/Boone County Health Department administrative record is made a part of the record in this proceeding and incorporated herein by reference. In addition, any live testimony of the official(s) of the department and other interested persons are made a part of the record in this proceeding.
3. A public nuisance exists described as follows: Abandoned vehicles, trash, junk.
4. The location of the public nuisance is as follows 1603 E Tower Dr, Columbia, MO 65202, a/k/a parcel# 12-417-19-01-039.00 01, GAS LIGHT ACRES BLK 2 LOT 17, Section 19, Township 49, Range 12 as shown by deed book 5624 page 0044, Boone County
5. The specific violation of the Code is: Storage of excessive solid waste such as abandoned vehicles, trash, and junk in violation of sections 6.5 and 6.9 of the Code.
6. The Health Director’s designated Health Official made the above determination of the existence of the public nuisance at the above location. Notice of that determination and the requirement for abatement was given in accordance with section 6.10.1 of the Code on the 22 day of April 2024, to the property owner.
7. The above-described public nuisance was not abated. As required by section 6.10.2 of the Code, the property owner was given notice of the hearing conducted this date before the Boone County Commission for an order to abate the above nuisance at government expense with the cost and expense thereof to be charged against the above-described property as a special tax bill and added to the real estate taxes for said property for the current year.
8. No credible evidence has been presented at the hearing to demonstrate that no public nuisance exists or that abatement has been performed or is unnecessary. accordingly, in accordance with section 6.10.2 of the Code and section 67.402, RSMo, the County Commission finds and determines from the credible evidence presented that a public nuisance exists at the above location which requires abatement and that the parties responsible for abating such nuisance have failed to do so as required by the Health Director or Official’s original order referred to above.

**Order for Abatement Chargeable as a Special Assessment to The Property**

Based upon the foregoing, the County Commission hereby orders abatement of the above-described public nuisance at public expense and the Health Director is hereby authorized and directed to carry out this order.



It is further ordered and directed that the Health Director submit a bill for the cost and expense of abatement to the County Clerk for attachment to this order, and that the County Clerk submit a certified copy of this order and such bill to the County Collector for inclusion as a special assessment on the real property tax bill for the above-described property for the current year in accordance with section 67.402, RSMo.

Commissioner Aldred seconded the motion.  
The motion carried 3 to 0. **Order #469-2024**

**Commission**

**16. First and Second Reading: Designation of delegates to MAC's Annual Conference**

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby designate the following voting delegates to the Missouri Association of County's 2024 Annual Conference.

Commissioner Thompson seconded the motion.  
The motion carried 3 to 0. **Order #470-2024**

**17. Public Comment**

None

**18. Commissioner Reports**

Commissioner Thompson stated this morning she had the pleasure of participating in an exercise put on by SEMA and FEMA officials, in which members of the community, elected officials, and agency representatives were playing out a situation that could so easily affect us. Commissioner Thompson stated they are using the scenario of, "immediately post Katrina": the evacuation of people from one jurisdiction and putting us in the position of being the receiving jurisdiction. Commissioner Thompson stated it has been impactful to see how that process works, and to see what the policy group's role would be in that kind of process.

Commissioner Kendrick stated ground has been broken on two separate occasions today. Commissioner Kendrick stated projects are moving forward with ARPA funds provided by the Boone County Commission.

Attest:

  
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Kip Kendrick  
Presiding Commissioner



Brianna L. Lennon  
Clerk of the County Commission



Justin Aldred  
District I Commissioner



Janet M. Thompson  
District II Commissioner