

TERM OF COMMISSION: October 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 Kip Kendrick
District I Commissioner Justin Aldred
District II Commissioner Janet Thompson
Captain Brian Leer
Planner Uriah Mach
Environmental Health Supervisor Chrystal Smart
Director of Joint Communications Christie Davis
Director of Facilities Management Johnny Mays
Director of Human Resources Angela Wehmeyer
Director of Purchasing Melinda Bobbitt
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.

Resource Management

1. **Request by Perry Luetkemeyer to approve a Final Development Plan for Locust Grove Subdivision Plat 3 PRD in the pending Planned Agriculture (A-2P) zoning district on 9.94 acres located at 2675 N. Locust Grove Church Rd., Columbia.**

Planner Uriah Mach read the following staff report:

The subject property is located approximately 500 feet west of Locust Grove Church Road, and is accessed by a private drive serving several lots. The subject property is in the Midway area, approximately 500 feet Northwest of the intersection of Locust Grove Church Road and Henderson Road. The applicant is seeking to finalize the rezoning of 9.94 acres from Residential Single Family (R-S) to Planned Agriculture 2 (A-2P). The approval of this Final Plan will finalize the rezoning. The Review Plan and rezoning were approved by the County Commission on August 8th, 2023, by Commission Order 345-2023 with the same conditions as recommended by the Planning & Zoning Commission. The conditions are as follows:

1. Prior to submission of the Final Plan, the shed that is in the perimeter setback must be removed.
2. The existing lagoon must be properly closed when the new, compliant lagoon is given final approval. The new lagoon must receive approval of its Final Inspection prior to the Final Plat being submitted for approval.
3. All construction is required to be outside of the type 2 stream buffer. The stream buffer is to remain undisturbed, except for the work to properly close the existing lagoon, which encroaches into the stream buffer. This closure work must be conducted in compliance with a closure plan approved by the Director of Resource Management. The closure plan shall be designed to impact the stream buffer to the least extent possible.
4. The new lagoon is sized for five bedrooms. In this proposal, it only serves the home on Lot IA. The 27'x40' shed/accessory structure is not proposed to have plumbing.
5. The installation of the upgraded waterlines and fire hydrant will be required prior to any Final Plat being presented to the County Commission.

The Boone County Zoning Ordinance, Section 6.2.14, Standards for Approval of the Final Development Plan identify 3 criteria for approval and state that the Commission shall approve a Final Development Plan when it is satisfied that:

- All required information is accurately portrayed on the plan.
- The Final Plan conforms to the approved review plan.
- The Final Plan demonstrates compliance with all conditions which the County Commission may have imposed on the Review Plan.

Staff has reviewed the plan. All required information is accurately portrayed, and the plan conforms to the revised review plan. The plan indicates the shed has been moved. The plan indicates that the old lagoon has been relocated; verification will be required prior to processing of the Final Plat. The as built location of the new lagoon is shown on the plan and is outside the stream buffer.

We have correspondence from Consolidated Public Water District #1 that the water infrastructure and hydrant have been installed and are acceptable. At this point, the Final

Development Plan is in compliance with the conditions established by Commission Order 345-2023.

Staff recommends Approval.

2. Request by Butch's Investments to approve Primary and Alternative Final Development Plans for Butch's Investments 163 in the Planned Light Industrial (M-LP) zoning district on 13.49 acres located at 7180 S. Cadet Ct., Columbia.

Planner Uriah Mach read the following staff report:

The subject property is located on Route 163, approximately 1300 feet west of US Highway 63, approximately 1 mile south of the city limits of Columbia. The property currently has an existing building present on Lot 4. The subject property is 13.49 acres in size, and zoned Planned Light Industrial (M-LP). The surrounding zoning is as follows:

- South - Agriculture 1(A-1)
- East – A-1
- Northwest – A-1
- West - Planned Recreation (REC-P)
- North - M-LP

The subject property was part of an M-LP rezoning and review plan in September of 2020. That request was denied by the Planning & Zoning Commission. The 2020 request was revised and reapplied as a new rezoning request and review plan for the December 2020 agenda, and it was approved under County Commission order number 623B-2020. Then in 2022, the plan was revised with a design that included two configurations. That proposal was approved under County Commission order number 360-2022. A new revision, retained the dual configuration, but trading building area between lots 3 & 4, was approved under County Commission order number 226-2024 in May of 2024.

That Review Plan identified a new building on Lot 4. This building does not alter the sewer requirements or parking requirements, as it takes square footage from the building envelope on Lot 3 and transfers it to Lot 4 as a new building. This loss of developable square footage from

Lot 3 is translated onto both designs for Lot 3, as is the presence of the new Lot 4 building. As the developable square footage remains the same, no additional parking areas are required.

This final development plan confirms the changes approved in the review plan under order 226-2024.

The subject property is in the Bonne Femme Watershed, a studied environmentally sensitive area, and the Devil's Icebox recharge area.

The property scored 55 points on the rating system.

The Boone County Zoning Ordinance, Section 6.2.14, Standards for Approval of the Final Development Plan identify 3 criteria for approval:

- All the required information is accurately portrayed on the Plan
- The Final Plan conforms to the approved Review Plan
- The Final Plan demonstrates compliance with all conditions, which the County Commission may have imposed on the Final Plan

The approval of the review plan had the following condition:

1. All agreements and documentation related to the provision of sewer service be completed to the satisfaction of the BCRSD and the Director of Resource Management prior to submission of the Final Development Plan.

We have received documentation from the Boone County Regional Sewer District indicating approval of the final plan.

Staff review of the final plan shows that it meets these criteria for approval.

3. **Sunrise Estates Block 13. R-S. S12-T48N-R12W. Sue Porter, owner. Jay Gebhardt, surveyor.**

Planner Uriah Mach read the following staff report:

The subject property is located on Sunrise Court, west of the right-of-way for Sunnybrook Lane in the Sunrise Estates development. It is approximately 500 feet east of the city limits of Columbia. There is an existing house present on the property. This proposal consolidates the tentatively-approved vacated right-of-way for Sunnybrook Lane to the east of the property into the subject lot. The property is zoned Residential Single-Family (R-S), and is surrounded by R-S zoning. This is all original 1973 zoning.

The subject property is located on Sunrise Court, a publicly dedicated and publicly maintained road. There are no additional lots proposed on this plat, only expansion of the existing lot. The applicant has submitted a request to waive the traffic study requirement. In this case, approval of the request is reasonable given the lack of additional residential units.

The subject property is located in Public Water Service District #9 with service on the property. Boone Electric provides electrical service to the site. The property is in the Boone County Fire Protection District.

The subject property has central sewer service from the Boone County Regional Sewer District.

This property and the right-of-way for Sunnybrook Lane were tentatively approved by Commission Order 186-2024 to be vacated and allow replatting, which will only go into effect when this replat is recorded. The vacation request for Sunnybrook Lane included a letter from the property owner to the east refusing any interest in the vacated right-of-way for Sunnybrook Lane.

The property scored 80 points on the rating system.

Staff recommends approval of the plat and granting the requested waiver to the traffic study requirement.

**4. BerkleyBlaire Ridge Plat 1. A-2. S22-T50N-R13W. Hiamp Company LLC, owner.
Derek Forbis, surveyor.**

Planner Uriah Mach read the following staff report:

The subject property is located off North Old Number 7, approximately a quarter of a mile south of the intersection of West Wilbur Lane and North Old Number 7. The property is zoned Agriculture 2 (A-2) and is surrounded by A-2 zoning on all sides. The property is currently undeveloped. The proposal is to create a two-lot minor plat with 4.39 and 4.33 acre lots. Two corresponding administrative surveys were submitted concurrent to this plat to subdivide the remainder of the parent parcel into 10-acre tracts.

The subject property has frontage along and direct access to North Old Number 7, a publicly maintained roadway. The applicant has not submitted a waiver from the traffic study requirement. However, the creation of a two-lot minor plat is unlikely to have a major impact on existing transportation resources. Granting of a waiver to the traffic study is appropriate in this case.

The property is located within Consolidated Water Supply District #1 service area. Boone Electric provides power service in the area. The Boone County Fire Protection District provides fire protection. The nearest station, station 7, is approximately 2.5 miles away.

The applicant has submitted an onsite wastewater plan showing intended lagoon locations for future residential development. Staff have reviewed the onsite wastewater plan and the intended lagoon locations are compliant with setback and slope requirements for lagoons. The applicants have not submitted a waiver from the sewer cost benefit requirement. However, no publicly maintained sewer system is nearby. Waiver to the sewer cost benefit analysis requirement is appropriate.

The property scored (number of points) points on the rating system

Staff recommends approval of the plat and granting of waivers.

Commissioner Aldred moved on this day, the County Commission of the County of Boone does hereby approve the following final development plans, items A & B in the attached consent agenda (Attachment A), and receive and accept the plats, items C & D in the attached consent agenda (Attachment A), and authorizes the Clerk to insert the associated staff reports into the minutes of this meeting.

Attachment A:

- A. Request by Perry Luetkemeyer to approve a Final Development Plan for Locust Grove Subdivision Plat 3 PRD in the pending Planned Agriculture (A-2P) zoning district on 9.94 acres located at 2675 N Locust Grove Church Rd, Columbia.
- B. Request by Butch's Investments to approve Primary and Alternative Final Development Plans for Butch's Investments 163 in the Planned Light Industrial (M-LP) zoning district on 13.49 acres located at 7180 S Cadet Ct., Columbia.
- C. Sunrise Estates Block 13. R-S. S12-T48N-R12W. Sue Porter, owner. Jay Gebhardt, surveyor.
- D. BerkleyBlair Ridge Plat 1. A-2. S22-T50N-R13W. Hiamp Company LLC, owner. Derek Forbis, surveyor.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #515-2024**

Health Department

5. First Reading: Nuisance Abatement: Parcel #12-204-10-08-017.00 01

Environmental Health Supervisor Chrystal Smart stated the violation for junk and trash was kept open on this property even though last year the owner had cleaned it up. Ms. Smart stated the second violation is for tall grass and weeds for which they received a complaint in the middle of

June. Ms. Smart stated a letter about both violations has been sent but they were returned unsigned. Ms. Smart stated she has had minimal contact with the owner.

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.

Joint Communications

6. First Reading: MOU with Burrell Behavioral Health

Director of Joint Communications Christie Davis stated this MOU will allow them to do the integration of 988 and will potentially allow them to have a Burrell representative inside of the center.

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.

Facilities Management

7. First Reading: Budget Revision - Department 6200 - Cover Class 6

Director of Facilities Management Johnny Mays stated this request is to cover the cost of improvements on the east side of the Government Center.

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

8. First and Second Reading: Boone County Holiday Schedule for 2025

Director of Human Resources Angela Wehmeyer stated the holiday schedule is part of the budget process to prepare for the following year. Director Wehmeyer stated, historically, the County adopts the same holidays as the State of Missouri, with the addition of the day after Thanksgiving.

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby declare that the Boone County Holiday Schedule for 2025 will be in agreement with the Public Holiday List from the State Offices issued by the Office of the

Governor, State of Missouri, with the addition of November 28, 2025 (Thanksgiving Day After).

Any additional holidays for 2025 adopted by the Office of the Governor will automatically be adopted by Boone County.

Commissioner Aldred seconded the motion.
The motion carried 3 to 0. **Order #516-2024**

9. First and Second Reading: Boone County Payroll Calendar for FY2025

Director of Human Resources Angela Wehmeyer stated there will be 26 pay periods in 2025 and this, too, is something they do as part of the budget.

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the attached Payroll Calendar for FY2025.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #517-2024**

Purchasing

10. First Reading: Amendment #1: C000774 – ARPA Contract Administration Services with Lacey Newday Consulting, LLC

Director of Purchasing Melinda Bobbitt read the following memo:

Contract C000774 -ARPA Contract Administration Services was approved by Commission for award to Lacey Newday Consulting, LLC on April 30, 2024, Commission Order 206-2024. This amendment increases the not-to-exceed total for contract administration services by \$11,000, making the new not-to-exceed contract total \$22,000.00.

Invoices will be paid from department 2983 - American Rescue Plan Act, account 84200 - Other Contracts. There are \$2,010,273 unencumbered funds in the account at this time.

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. Second Reading: Amendment #2: Contract C000712 (011723-JDC) - Purchase of 2024 Motorgrader – First Read 10.29.24

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve Amendment #2 to Contract C000712 (011723-JDC) with Martin Equipment of Illinois for the purchase of one (1) 2024 John Deere 672G Motorgrader.

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 #518-2024**

Community Services

12. Second Reading: Budget Revision - Department 2161 - Cover Programs for Child Advocacy – First Read 10.29.24

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the attached Budget Revision for Department 2161 to cover programs for Child Advocacy.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #519-2024**

13. Second Reading: Budget Revision - Department 2131 - Cover Meeting Space & Catering Cost – First Read 10.29.24

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the attached budget revision for Department 2131 to cover meeting space & catering cost.

Commissioner Aldred seconded the motion.
The motion carried 3 to 0. **Order #520-2024**

Boone County Sheriff's Office

14. Second Reading: Moniteau County Sheriff's Office K-9 Basic Training Agreement – First Read 10.29.24

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 Moniteau County Sheriff's Office.

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 #521-2024**

15. Second Reading: Cooper County K-9 Maintenance Training Agreement – First Read 10.29.24

Commissioner Thompson 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 Cooper County Sheriff's Office.

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

Commissioner Aldred seconded the motion.
The motion carried 3 to 0. **Order #522-2024**

Treasurer

16. Second Reading: Assignment of the 2024 tax surplus on Parcel #17-206-00-04-043.00 – First Read 10.29.24

Commissioner Aldred moved now on this day, the Boone County Commission takes up the disposition of the 2024 tax sale surplus relating to Parcel 17-206-00-04-043.00:

Pursuant to RSMo §140.230 the Commission is authorized to approve claims for any tax sale surplus being held by the County Treasurer associated with the County Collector's annual tax sale as part of a redemption or after the expiration of the applicable redemption period. In this instance, the owner of record at the time the subject property went to tax sale was Kenneth Machella, per the vesting deed at Book 5559, Page 56, Boone County Records. Kenneth Machella has assigned the surplus to the Collector as part of his redemption of the subject property. The other documentation which supports this claim is made a part of this record. The application to the County Treasurer for the surplus funds is timely.

The County Treasurer, based upon the documents presented to her office and made a part of this record, is satisfied that Kenneth Machella is entitled to assign the total surplus of \$20,819.09 to the Boone County Collector as part of the redemption of the subject property and recommends the Commission approve the same.

NOW, THEREFORE, upon the recommendation of the County Treasurer and the evidence made a part of this record, the County Commission hereby approves the disposition of the surplus via assignment to the Boone County Collector, assignee of the owner of record, in the amount of \$20,819.09, in a manner mutually-agreed to by the County Collector and County

Treasurer, in order to facilitate the redemption of the subject property pursuant to RSMo §140.340.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #523-2024**

Commission

17. Public Comment

None

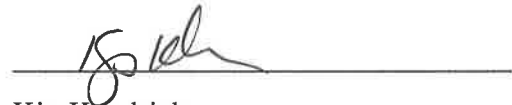
18. Commissioner Reports

Commissioner Aldred stated Happy Halloween and have a safe night.

Attest:



Brianna L. Lennon
Clerk of the County Commission



Kip Kendrick
Presiding Commissioner



Justin Aldred
District I Commissioner



Janet M. Thompson
District II Commissioner