

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

April Session of the April Adjourned

Ter@20

In the County Commission of said county, on the 7th day of April 220

the following, among other proceedings, were had, viz:

Now on this day, the County Commission of the County of Boone does hereby enter into the record, the proclamation in recognition of National Emergency Telecommunicators Week.

Done this 7th day of April 2022.

ATTEST:

Brianna L. Lennon
Brianna L. Lennon
Clerk of the County Commission



Daniel K. Atwill
Presiding Commissioner



Justin Aldred
District I Commissioner



Janet M. Thompson
District II Commissioner

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STATE OF MISSOURI }
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April Session of the April Adjourned

Term 20

In the County Commission of said county, on the 7th day of April 20 22

the following, among other proceedings, were had, viz:

Now on this day, the County Commission of the County of Boone hereby approve the Road & Bridge Departments request to dispose of a waste oil tank by recycle at Advantage Metals Recycling LLC, that no longer meets the standards for storage of waste oil.

	Asset #	Description	Make & Model	Department	Condition of Asset
1	8798	WASTE OIL TANK			Fair condition / Outdated

Done this 7th day of April 2022.

ATTEST:

Brianna L. Lennon
Brianna L. Lennon
Clerk of the County Commission

Daniel K. Atwill

Daniel K. Atwill
Presiding Commissioner

Justin Aldred

Justin Aldred
District I Commissioner

Janet M. Thompson

Janet M. Thompson
District II Commissioner

Boone County Purchasing
David Eagle
Purchasing Assistant



613 E. Ash Street
Columbia, MO 65201
Phone: (573) 886-4394

MEMORANDUM

TO: Boone County Commission
FROM: David Eagle
RE: Surplus Disposal for Waste Oil Tank
DATE: March 30, 2022

The Road & Bridge Departments requests permission to dispose of a waste oil tank by recycle at Advantage Metals Recycling LLC. They have offered \$213.00. According to Greg Edington, Director of Road & Bridge, the tank no longer meets standards for storage of waste oil. It is being replaced with a double tank to meet leak containment standards.

	Asset #	Description	Make & Model	Department	Condition of Asset	
1	8798	WASTE OIL TANK			Fair condition / Outdated	

cc: Heather Acton, Jacob Flowers, Auditor's office
Surplus File

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 3/23/22

Fixed Asset Tag Number: 8798

RECEIVED

MAR 23 2022

BOONE COUNTY
AUDITOR

Description of Asset: waste oil tank

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: fair condition, outdated

Reason for Disposition: Does not meet standards for storage of waste oil, it is being replaced with a double tank to meet leak containment standards

Location of Asset and Desired Date for Removal to Storage: R&B Tom Bass (Ready for disposal)

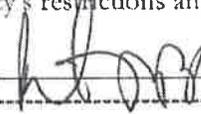
Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 2040 Road & Bridge

Signature



To be Completed by: AUDITOR

Original Acquisition Date 11-16-94

G/L Account for Proceeds 2040-3836 NA

Original Acquisition Amount \$1,386.00

Original Funding Source 2741

Account Group 1604

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

Transfer Department Name _____ Number _____

Location within Department _____

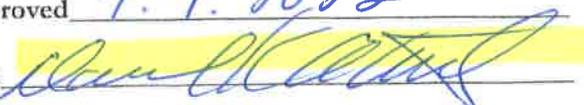
Individual _____

Trade Auction Sealed Bids

Other Explain _____

Commission Order Number 159-2022

Date Approved 4.7.2022

Signature 

160-2022

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STATE OF MISSOURI

} ea.

County of Boone

Term. 20

In the County Commission of said county, on the April Session of the April Adjourned day of

20 22

the following, among other proceedings, were had, viz:

7th

April

22

Now on this day, the County Commission of the County of Boone does hereby approve the request for an extended Training Period for New Employees for Position 808, Senior Accountant/Financial Analyst through August 31, 2022. This request was made pursuant to Commission Order 147-2005, which requires Commission approval for any training period in excess of 80 hours.

Done this 7th day of April 2022.

ATTEST:

Brianna L. Lennon

Brianna L. Lennon
Clerk of the County Commission

Daniel K. Atwill

Daniel K. Atwill
Presiding Commissioner

Justin Aldred

Justin Aldred
District I Commissioner

absent

Janet M. Thompson
District II Commissioner

161-2022

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

April Session of the April Adjourned

Term 220

In the County Commission of said county, on the 7th day of April 220

the following, among other proceedings, were had, viz:

Now on this day, the County Commission of the County of Boone does hereby approve the request to hire above the Authorized Transfer Salary for position number 808, Senior Accountant/Financial Analyst, and does hereby authorize an appropriation of \$59,009.60 for the salary of said position.

Done this 7th day of April 2022.

ATTEST:

Brianna L. Lennon
Brianna L. Lennon
Clerk of the County Commission

Daniel K. Atwill
Daniel K. Atwill
Presiding Commissioner

Justin Aldred
Justin Aldred
District I Commissioner

absent
Janet M. Thompson
District II Commissioner

**REQUEST TO TRANSFER ABOVE "ATS" (Authorized Transfer Salary)
BOONE COUNTY Commission Order 146-2006**

Description of form: To request approval to transfer above "ATS" (authorized transfer salary).

Procedure:

1. The Administrative Authority or designee completes the form and prepares a schedule that demonstrates that funding is available within the salary and wage appropriation (account #10100) and calculates the amount for a budget revision, if needed. The Administrative Authority submits the form, the schedule, and the budget revision (if needed) to the Auditor for certification of funds availability.
2. The Auditor certifies funds availability, approves budget revision (if applicable), returns original form to the Administrative Authority and forwards a copy to Human Resource Director.
3. The Human Resource Director reviews the request and provides recommendation to the Administrative Authority.
4. The Administrative Authority will schedule the request for approval by the Commission and provide the Commission with the HR Director's recommendation.
5. The County Commission will review all requests for a starting salary above the "ATS" and will either approve or deny the request. After approval/denial, the County Commission will return this form to the Administrative Authority.
6. The Administrative Authority will attach a copy of this approved form to the Personnel Action Form.

Name of prospective employee Heather Acton Department Auditor 1110

Position Title Sr. Accountant Position No. 1110-809

Proposed Starting Salary (complete one only) Annual: \$59,009.60 % of Mid-Point 89.7% ≈ 90%
 OR Hourly: \$28.37 % of Mid-Point 89.7% ≈ 90%

No. of employees in this job classification within your Department? 2

Justification (Describe the prospective employee's education and/or work experience which supports this proposed compensation level)

① _____

If proposed salary exceeds what other employees in the same job classification are paid, explain how the prospective employee's background exceeds others working in the same job classification:

② See attached

③ What effect, if any, will this proposal have on salary relationships with other positions in your office and/or positions in other offices?

④ Additional comments:

Administrative Authority's Signature: _____ Date: _____

Auditor's Certification: Funds are available within the existing departmental salary and wage appropriation (#10100).
 Funds are not available within the existing departmental salary and wage appropriation (#10100); budget revision required to provide funding is attached.

Auditor's Signature: [Signature] Date: 4/2/2022

Human Resource Director's Recommendations: Approve. The salary is market competitive and the employee has significant relevant experience in the field w/ this office.

Human Resource Director's Signature: [Signature] Date: 4/4/22

County Commission Approve Deny

Comment(s): _____

Presiding Commissioner's Signature: [Signature] Date: 4.7.2022

District I Commissioner's Signature: [Signature] Date: 4.7.2022

District II Commissioner's Signature: [Signature] Date: _____

**Request to Transfer Above "ATS" (Authorized Transfer Salary) – BOONE COUNTY
Auditor's Office**

**Heather Acton, Senior Accountant, Position 1110-809, proposed salary of
\$59,009.60 (89.7% of midpoint)**

1. **Justification:** In addition to her educational qualifications, Heather has 8 years of direct and related experience with the Boone County Auditor's Office. During these 8 years, she has consistently and steadily assumed increasing responsibilities. Her knowledge and experience with the County uniquely equip her to assume the new and increased responsibilities of the Senior Accountant position with less oversight and training than would be necessary for an external candidate with less experience. Throughout her 8-year tenure, Heather consistently demonstrates a strong work ethic, commitment to teamwork, process improvement, accuracy, and completeness. These are the qualities necessary to be successful in the Senior Accountant position.

The proposed salary represents FHR of the new Sr. Accountant position (R 45) plus the annual merit awarded to Heather for FY 2022.

2. **Proposed Salary exceed that of other employee in same classification?** N/A Jason Gibson is the other Senior Accountant. He has more years of experience than Heather and his salary exceeds the proposed salary.
3. **Effect on salary relationships with other positions in the office:** None expected. The entire Auditor's Office Team is excited that Heather will be promoted into this new role.
4. **Additional Comments:** The proposed salary is less than the current employee's salary (Caryn Ginter) by a substantial amount (~\$6.00/hr).

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April Session of the April Adjourned

Term 220

In the County Commission of said county, on the 7th day of April 220

the following, among other proceedings, were had, viz:

Now on this day, the County Commission of the County of Boone does hereby approve the attached Adopt-a-Road request by Fox Hollow Forest, LLC for a portion of Fox Hollow Road from the intersection of State Route M to Wren School Road.

Done this 7th day of April 2022.

ATTEST:

Brianna L. Lennon
Brianna L. Lennon
Clerk of the County Commission

Daniel K. Atwill
Daniel K. Atwill
Presiding Commissioner

Justin Aldred
Justin Aldred
District I Commissioner

absent
Janet M. Thompson
District II Commissioner

Boone County Public Works
Adopt-A-Road Application & Information Sheet

Road Name: FOX HOLLOW ROAD

Agreement
Renewal Date: _____
(to be completed by BCRM)

Starting Point: FOX HOLLOW ROAD AT ROUTE M

Ending Point: FOX HOLLOW ROAD AT WREN SCHOOL ROAD

Adopt-A-Road Sign Requested: YES NO

Organization Name: FOX HOLLOW FOREST LLC
(As you wish for it to appear on the Adopt-A-Road Sign, if requested)

Contact Person: BILL RUPPERT Title: PRESIDENT/OWNER
ADMINISTRATIVE OFFICE
Address: 1328 FOREST AVE City: KIRKWOOD Zip: 63122

Phone # 1: 314-504-4335 Phone # 2: _____ FAX: _____ Email Address: BILLR@RUPEHORT.

Please Indicate Preferred Method of Contact: Email Telephone FAX U.S. Postal

~~Alternate~~
Contact Person: FOX HOLLOW FOREST Title: LOCATION - NO US MAIL SERVICE
Address: 300 E FOX HOLLOW RD City: ASHLAND Zip: _____

Phone # 1: _____ Phone # 2: _____ FAX: _____ Email Address: _____

Please Indicate Preferred Method of Contact: Email Telephone FAX U.S. Postal

Participants must agree to follow these guidelines at all times:

DO

- Wear a safety vest
- Be aware of oncoming traffic
- Be cautious when crossing roadways
- Stay clear of construction projects, mowing operations and maintenance activities
- Work only during daylight hours
- Have at least one adult supervisor for every 5 participants age 13 to 17 and one adult supervisor for every 4 participants age 6 to 12. Children under age 6 may not participate.

DO NOT

- Work during bad weather, extreme temperatures and peak travel times
- Participate in horseplay or activity that might distract drivers
- Pick up, remove the lid from, shake or even touch any hazardous substances, like syringes or drug-making equipment, or any other suspicious litter. Instead, mark the area in some way and call the Department of Public Works or Boone County Sheriff.
- Trespass on private property

Bill Ruppert
Signature (Contact Person)

03-18-22
Date

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STATE OF MISSOURI }
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April Session of the April Adjourned

Term 20

In the County Commission of said county, on the 7th day of April 20 22

the following, among other proceedings, were had, viz:

Now on this day, the County Commission of the County of Boone hereby acknowledges receipt of the 2021 Chapter 100 compliance report from Dana Axle.

Done this 7th day of April 2022.

ATTEST:

Brianna L. Lennon
Brianna L. Lennon
Clerk of the County Commission

Daniel K. Atwill

Daniel K. Atwill
Presiding Commissioner

Justin Aldred

Justin Aldred
District I Commissioner

absent

Janet M. Thompson
District II Commissioner

EXHIBIT B

ANNUAL COMPLIANCE REPORT

Date: December 21, 2021

A. COMPANY INFORMATION.

Name: Dana Light Axle Products, LLC

Address: 3939 Technology Dr.

City: Maumee State: OH Zip Code: 43537

Contact: Chris Mixis Telephone: 734-629-1250

Title: Director – Domestic Tax and C&I Fax: 734-629-1264

B. EMPLOYMENT INFORMATION.

The highest actual number of “Qualifying Jobs” during each of the immediately preceding 12 months ending on October 31, 2021 (the October 31st prior to this Report) is set forth below in the column labeled “Total Qualifying Jobs.”

The highest average annual wage of the “Qualifying Jobs” at the Project Site for the immediately preceding 12 months ending on October 31, 2021 (i.e. the sum of the annual wage of each “Qualifying Job” divided by the number of “Qualifying Jobs”) is set forth below in the row labeled “Average Wage.”

The 12-month average of the highest actual number of “Qualifying Jobs” during each month for the immediately preceding 12 months ending on October 31, 2021 is set forth below under the row labeled “12-Month Average.”

	Total Jobs	Average Wage
November	236	\$5,286
December	322	\$6,044
January	201	\$5,588
February	166	\$5,602
March	184	\$6,150
April	172	\$5,680
May	179	\$5,101
June	72	\$6,685
July	105	\$5,741
August	258	\$5,408
September	242	\$5,174
October	307	\$5,556
12-Month Average	204	\$68,015

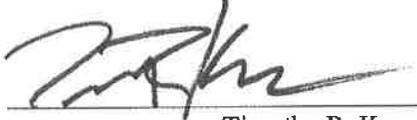
Attached is a copy of a report verifying the above calculation containing at a minimum the following information for each Qualifying Job:

1. Employee Identification Number or other agreed upon designation.
2. Hire Date.
3. Separation Date.
4. Annual Wage (however, for privacy purposes, all annual wages may be listed in a manner that does not match a specific wage with a particular employee).

C. CERTIFICATION.

The undersigned hereby represents and certifies that, to the best knowledge and belief of the undersigned, this Annual Compliance Report contains no information or data, contained herein or in the exhibits or attachments, that is false or incorrect in any material respect.

Dated this 21st day of December, 2021.

Signature: 
Name: Timothy R. Kraus
Title: Sr. Vice President & Treasurer