

TERM OF COMMISSION: January Session of the November Adjourned Term

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

PRESENT WERE: Presiding Commissioner Keith Schnarre
District I Commissioner Karen M. Miller
District II Commissioner Skip Elkin
Deputy County Clerk Shawna Victor

The meeting was called to order at 9:30 a.m.

Subject: Purchasing Department

Marlene Ridgway, Purchasing Department Buyer, was present on behalf of these items.

A. Second Reading and Award of Bid 83-10DEC02 (Service Trucks)

Marlene Ridgway stated the department is recommending award to Tom Boland Ford for a 2003 Ford F550 Super Duty Regular Cab 4x4. The department is also requesting the approval of disposal of a 1996 Ford ½ Ton 4x4. The total contract value including trade-in is \$65,176.00.

Commissioner Elkin stated the reason only one bid was submitted is because these trucks are specialty trucks and there are not that many dealers that have the trucks in stock.

There was no further discussion.

Commissioner Elkin moved to award bid 83-10DEC02 for Service Trucks to Tom Boland Ford. The County Commission of the County of Boone does hereby approve the disposal through trade-in of a 1996 Ford ½ Ton 4x4 (Fixed Asset Tag #10601).

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 19-2003**

B. Second Reading and Award of Bid 82-10DEC02 (Tandem Axle Trucks)

Marlene Ridgway stated the department is recommending award to Al Scheppers Motor Company. The department is requesting the approval for disposal through trade-in of three trucks with dry material spreaders and snow plows. The total contract value for three trucks including trade-in is \$313,761.00.

Commissioner Miller moved to award bid 82-10DEC02 for Tandem Axle Trucks to Al Scheppers Motor Company. The County Commission of the County of Boone does hereby approve the disposal through trade in of the following:

- Three (3) 1995 Ford L8000 Series Truck with Heil 14' Dump Truck Body (Fixed Asset Tag #s 10312, 10313, 10314)
- Two (2) 1994 Larson L513 Dry Material Spreaders and One (1) 1995 Henderson FSH13 spreader (Fixed Asset Tag #s 10297, 8826, 8824)
- Three (3) Good Roads 10' snow plows (Fixed Asset Tag #s 10680, 10195, 10196)

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 20-2003**

C. Second Reading and Award of Bid 80-10DEC02 (Motor Grader)

Marlene Ridgway stated the department is recommending award to Tri-State Construction Equipment Company for a John Deere 672CH Motor Grader. The department is requesting approval for disposal through trade-in of a 1993 John Deere 670B Motor Grader (Fixed Asset Tag #7867). The total contract value including trade-in is \$142,500.00

Commissioner Elkin moved to award bid 80-10DEC02 for a Motor Grader to Tri-State Construction Equipment Company. The County Commission of the County of Boone does hereby approve the disposal through trade-in of a 1993 John Deere 670B Motor Grader (Fixed Asset Tag #7867).

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 21-2003**

D. Second Reading and Approval of Contract for Legislative Consulting Services

Marlene Ridgway stated the Purchasing Department has brought forward a professional service contract Legislative Consulting Services to be awarded to Burnett and Associates. This agreement includes services for 2003 in the amount of \$22,500.00.

Commissioner Miller moved to approve the Legislative Consulting Services Agreement with Burnett and Associates.

Commissioner Elkin seconded the motion.

Commissioner Miller noted Burnett and Associates are working hard. She will be testifying on the sales tax holiday.

There was no further discussion and no public comment.

The motion passed 3-0. **Order 22-2003**

Subject: Public Works

David Mink, Public Works Director, was present on behalf of these items.

A. Second Reading and Approval of Contract with Mitzel and Scroggs Architects

David Mink stated this is a second reading for the Consultant Services Contract with Mitzel and Scroggs Architects for the Courthouse Tile Project.

Commissioner Miller stated Mitzel and Scroggs did the study and asked if they would begin the bidding process now. Mr. Mink stated that is correct and noted this will also include construction administration during the construction phase. The amount of the contract is equal to what was budgeted, \$7,200.00.

Commissioner Elkin asked if it was their intention to do work on the weekends or also during the week. Mr. Mink stated this will be part of this phase of the project, to establish a schedule for the project. The amount that was estimated included the cost of some off hour work.

There was no further discussion on this item.

Commissioner Miller moved to approve the Proposal of Consultant Services with Mitzel and Scroggs Architects, Inc for the Courthouse Floor Tile Project – Phase II.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 23-2003**

B. Second Reading and Approval of Ratification of Revision to Appendix B of the Surface Upgrade Policy

David Mink noted the department made the following changes to the policy:

- The revision date is January 21, 2003 with the original adoption date of July 23, 2002
- The application form has been changed to refer to the policy adopted July 23, 2002 or latest revision
- There was an incomplete sentence in the paragraph on traffic counts and this sentence has been fixed.

There was no further discussion on this item.

Commissioner Elkin moved to approve the revisions to the Surface Upgrade Policy as submitted by the Boone County Public Works Department.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 24-2003**

C. Second Reading and Approval of Private Pay Chip Seal on E. Parks Lane

Commissioner Elkin moved to authorize the private pay chip and seal of approximately 1,000' between Route B and the railroad tracks of E. Parks Lane at an estimated cost of \$2.50 per square yard.

Commissioner Miller seconded the motion.

There was no further discussion about the amount 1,000' would cost and how the new policy has changed how the department charges for the chip and seal.

There was further no discussion and no public comment.

The motion passed 3-0. **Order 25-2003**

D. First Reading of Contract with Malicoat-Winslow Engineers, P.C.

David Mink stated this is for the Jail Intercom System project with Malicoat-Winslow Engineers, P.C. The budget amount for this project was \$6,500.00. This contract is for \$5,000.00.

There was no further discussion on this item.

Commissioner Schnarre stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available meeting with an

appropriate order for approval.

Subject: Facilities Maintenance

A. Second Reading and Approval of Budget Revision for Facilities Maintenance

Commissioner Miller moved to approve the following budget revision:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT DECREASE	AMOUNT INCREASE
6100-10100: Facilities Maintenance – Salaries	\$2,850.00	
6100-10110: Facilities Maintenance – Overtime	\$2,500.00	
6100-59200: Facilities Maintenance – Local Mileage		\$50.00
6100-59100: Facilities Maintenance – Repairs to Vehicles		\$1,100.00
6100-60200: Facilities Maintenance – Equipment Repair Maintenance		\$2,800.00
6100-71101: Facilities Maintenance – Professional Services		\$1,400.00

Said budget revision is to cover expenses not budgeted in 2002.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 26-2003**

B. Second Reading and Approval of Budget Revision for Housekeeping

Commissioner Elkin moved to approve the following budget revision:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT DECREASE	AMOUNT INCREASE
6101-60125: Housekeeping – Custodial/Janitorial Services	\$1,600.00	

6101-48000: Housekeeping – Utilities		\$200.00
6101-23050: Housekeeping – Maintenance Items		\$1,400.00

Said budget revision is to cover cleaning supplies and telephone costs that exceeded the 2002 budgeted amount.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 27-2003**

Subject: Appointment to Boone County Group Homes and Family Support

Commissioner Miller moved to re-appoint Rick McDannold to the Boone County Group Homes and Family Support Board for a three-year term to expire on December 31, 2005.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 28-2003**

Subject: Authorize a Closed Session

Commissioner Miller moved to authorize a closed session on Tuesday, January 21, 2003 immediately following the regular Commission Meeting at 9:30 a.m. in the Commission Chambers of the Roger B. Wilson Boone County Government Center as authorized by Section 610.021 (3) RSMo to discuss the hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 29-2003**

Commissioner Reports

Commissioner Schnarre

No reports at this time.

Commissioner Miller

Commissioner Miller noted she attended the Dr. Martin Luther King, Jr. Day Celebrations on January 20, 2003 at St. Luke's United Methodist Church. She is excited to see the young people in the community be involved in these celebrations.

Commissioner Elkin

No reports at this time.

There was no public comment.

The meeting adjourned at 9:48 a.m.

Attest:

Wendy S. Noren
Clerk of the County Commission

Keith Schnarre
Presiding Commissioner

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner