

TERM OF COMMISSION: March Session of the February 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 1:32 p.m.

Subject: Sheriff’s Department

A. Second Reading and Public Hearing for Approval of Budget Amendment

Commissioner Elkin moved to approve the following budget amendment:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT INCREASE
1287-03411: Emergency Services and Dispatch – Federal Grant Reimbursement	\$25,049.00
1287-91300: Emergency Services and Dispatch – Machinery and Equipment	\$25,049.00

Said budget amendment is to establish a revenue and expenditure budget for the State Emergency Management Agency agreement. SEMA will reimburse Boone County for specific equipment to be purchased for use in response to weapons of mass destruction incidents.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 114-2003**

B. Second Reading and Approval of Contract with State Emergency Management Agency

Commissioner Miller moved to approve the agreement between the County of Boone, City of Columbia, Boone County Fire Protection District, Curators of the University of Missouri, and Boone Hospital Center with the State Emergency Management Agency for the weapons of mass destruction reimbursement program.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 115-2003**

Subject: Purchasing Department

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

A. First Reading of Bid 11-18FEB03 (Ammunition Term and Supply)

Marlene Ridgway stated this is a recommendation for award to the following:

OMB Police Supply

4.8.1. CTS Super Sock 12 gauge

Gulf States Distributors

4.9.1. American Eagle 9mm, 115 grain ball FMJ

4.9.2. American Eagle 223, 55 grain, FMJ

4.9.3. Federal F127 RS 12 Gauge 2 ¾" slugs

4.9.4. Federal F127 RS 00 Gauge 2 ¾" buck

4.9.5. 8" Birdshot

Oklahoma Police Supply

4.10.1. Remington Golden Saver, .40 Caliber 180 grain BJHP GSB40SWB

4.10.2. Remington Golden Saver, .45 Caliber 230 grain, BJHP GSB45APB

4.10.3. Remington Golden Saber, 9mm 124 grain, BJHP GSB9MMD

4.11.1 .40 Caliber 180 grain reload

4.11.2. .45 Caliber 230 grain reload

4.11.3. 9 mm 124 grain reload

This will be paid out of the Sheriff and Corrections budgets, ammunition line items.

Commissioner Miller moved to award bid 11-18FEB03 for Ammunition Term and Supply as follows per the recommendation of the Purchasing Department:

OMB Police Supply

4.8.1. CTS Super Sock 12 gauge

Gulf States Distributors

4.9.2. American Eagle 9mm, 115 grain ball FMJ

4.9.2. American Eagle 223, 55 grain, FMJ

4.9.3. Federal F127 RS 12 Gauge 2 ¾" slugs

- 4.9.4. Federal F127 RS 00 Gauge 2 ¾” buck
- 4.9.5. 8” Birdshot

Oklahoma Police Supply

- 4.10.1. Remington Golden Saver, .40 Caliber 180 grain BJHP GSB40SWB
- 4.10.2. Remington Golden Saver, .45 Caliber 230 grain, BJHP GSB45APB
- 4.10.3. Remington Golden Saber, 9mm 124 grain, BJHP GSB9MMD
- 4.11.1 .40 Caliber 180 grain reload
- 4.11.2. .45 Caliber 230 grain reload
- 4.11.3. 9 mm 124 grain reload

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 116-2003**

B. Second Reading and Award of Bid 12-25FEB03 (Firearms)

Marlene Ridgway stated this a recommendation for award to Simmons Gun Specialties for eleven Remington Shotguns, in the amount of \$3,814.80 and OMB Police Supply for eleven Glock pistols, in the amount of \$3,927.00. The total contract amount is \$7,741.80 to be paid from department 2901 – Sheriff’s Operations – LE Sales Tax, account 91300 – Machinery and Equipment. The original budgeted amount was \$9,636.00.

Commissioner Elkin moved to award bid 12-25FEB03 for Firearms to Simmons Gun Specialties (for eleven Remington Shotguns) and OMB Police Supply (for eleven Glock pistols).

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 117-2003**

C. Second Reading and Award of Bid 15-25FEB03 (Cargo and Utility Trailers)

Marlene Ridgway stated this is a recommendation for award to Utility Trailer Company for three cargo trailers and one utility trailer in the amount of \$18,867.00. The amount budgeted for this was \$23,400.00.

Commissioner Miller moved to award bid 15-25FEB03 for Cargo and Utility Trailers to Utility Trailers Company.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 118-2003**

D. Second Reading and Award of Bid 07-11FEB03 (Full Size Vehicles and SUVs)

Marlene Ridgway stated this is a recommendation for award to Don Brown Chevrolet for a Chevrolet Impala. Total contract price including alternates is \$16,101.00. The amount budgeted for this purchase is \$17,500.00. This contract has been changed to reflect the delivery of the vehicle to the Public Works Department.

The department also recommends award of the State of Missouri Cooperative contract for Light Duty Trucks and Sport Utility Vehicles for the purchase of a 2003 Ford Explorer for the Planning and Building Inspections Department with the towing package and delivery for \$21,288.00. This contract is with Anderson Ford in St. Joseph, Missouri. The Planning and Building Inspection Department had \$24,800.00 budgeted for this item.

We are requesting approval of disposal of two 1998 Ford F-150 4x4's Fixed Asset tags 11594 and 11595.

Commissioner Elkin moved to award bid 07-11FEB03 for Full Size Vehicle and SUVs to Don Brown Chevrolet for the purchase of a Chevrolet Impala for the Juvenile Justice Center and approve State Cooperative Contract C103011001 for Light Duty Trucks and Sport Utility Vehicles with Anderson Ford for the purchase of a Ford Explorer for Planning and Building Inspections. The County Commission of the County of Boone does hereby approve the disposal through trade-in of two (2) 1998 Ford F-150 4x4's (Fixed Asset Tag #s 11594 and 11595).

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 119-2003**

Subject: Public Works

A. Second Reading and Approval of Request to Purchase Equipment

Greg Edington, Public Works Road Maintenance Operations Manager, was present on behalf of this item.

Commissioner Miller moved to approve the request from the Boone County Public Works

Department to purchase a Grapple attachment for a skid steer from account 2040-91300. The cost of this purchase is \$2,226.00.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 120-2003**

B. Second Reading and Approval of Request for Appraisal Services

Commissioner Miller stated this is for acquiring rights-of-way for three projects the Public Works Department will be doing this year.

Commissioner Miller moved to authorize the Boone County Counselor to order appraisal services for the Oakland Church Road Improvement Project, Brushwood Lake Road Improvement Project, and Liberty Lane Improvement Project as requested by the Boone County Public Works Department.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 121-2003**

C. Second Reading and Approval of Renewal of Agreement with AGC-Eastern Missouri Laborers' Joint Training Fund

Commissioner Miller stated this is for the skills based training offered every year. The department determines which skills are needed for all members of the staff and signs them up for the appropriate classes. This has made a big difference in professionalizing the work of the maintenance staff at Public Works.

Commissioner Elkin moved to approve the Renewal of Agreement with AGC-Eastern Missouri Laborers' Training Fund.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 122-2003**

D. First Reading of Revision to Boone County Public Works Surface Upgrade Guidelines – Exhibit B

Greg Edington stated these changes are for the private pay chip seal policy. This will lay out a foundation for what the department would consider to do under the policy.

Commissioner Miller read the following changes to Exhibit B:

If the project involves work in a Subdivision, the department will require a finished cross-section to include a 22' wide driving surface and properly sloped ditches. All roads in a subdivision must be included in the project. If excessive work is deemed necessary to obtain a suitable cross-section for more than 25% of the proposed area, then the following will be necessary:

- 1) Plans will be produced at a cost to the applicant(s).*
- 2) A project cost estimate will be given to the applicant(s) including any right-of-way needed for the project. Costs above and beyond standard preparation will be borne by the applicant(s).*
- 3) If acceptable by the applicant(s), the department will budget and schedule the project in the next fiscal year. No project shall be allowed to participate in this program when work required to bring roadway up to standard will require extensive preparation work which is not scheduled or budgeted in the current fiscal year.*
- 4) Payment must be submitted to the Department prior to In-house construction or construction by Contract.*

Any variances to the produced plans may proceed with Commission approval.

There was no further discussion and no public comment 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.

E. First Reading of Agreement for Temporary Construction Easement with City of Columbia (City of Columbia Project)

David Nichols, Public Works Design and Construction Manager, was present on behalf of this item.

David Nichols stated the City of Columbia is upgrading one of their treatment cells along the trail and they need to place a temporary fence in the County's right-of-way. Mr. Nichols is working with Steve Hunt, City of Columbia Sewer Engineer and they agreed the best way to allow access to the property is to approve a temporary construction easement. The City has planned to go to bid for this project soon. There will be signs posted to indicate what the project is and who can be contacted about the project. The

City wants to place a barrier fence in the County’s right-of-way to protect the project from the trail.

There was no further discussion and no public comment 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: Prosecuting Attorney – Second Reading and Approval of Budget Revision

Commissioner Schnarre moved to approve the following budget revision:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT DECREASE	AMOUNT INCREASE
1262-84700: Victim Witness – Witness Expense	\$390.00	
1262-10100: Victim Witness – Salaries and Wages		\$165.00
1262-10110: Victim Witness – Overtime		\$225.00

Said budget revision is to cover budget shortfall due to training overlap for FY2002.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 123-2003**

Subject: GIS Department – Second Reading and Approval of Budget Revision

Commissioner Elkin moved to approve the following budget revision:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT DECREASE	AMOUNT INCREASE
1175-10100: GIS Consortium – Salaries and Wages	\$2,270.00	
1175-10200: GIS Consortium – FICA	\$100.00	
1176-71100: GIS County – Outside Services	\$500.00	

1176-10100: GIS County – Salaries and Wages		\$2,975.00
1176-10200: GIS County – FICA		\$228.00
1176-10500: GIS County – 401(A) Match		\$117.00

Said budget revision is to cover FY2002 budget shortfall for GIS County.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 124-2003**

Subject: Planning and Zoning

Thad Yonke, County Planner, was present on behalf of these items.

A. Second Reading and Approval of Budget Revision

Commissioner Elkin moved to approve the following budget revision:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT DECREASE	AMOUNT INCREASE
1710-37000: Planning and Zoning – Dues	\$240.00	
1710-48000: Planning and Zoning – Telephones	\$400.00	
1710-59200: Planning and Zoning – Local Mileage	\$160.00	
1710-60050: Planning and Zoning – Equipment Service Contract	\$525.00	
1710-60200: Planning and Zoning – Equipment Repairs and Maintenance	\$450.00	
1710-71101: Planning and Zoning – Professional Services	\$85.00	
1710-10110: Planning and Zoning – Overtime		\$1,860.00

Said budget revision is to cover FY2002 budget shortfall for Planning and Zoning

Overtime.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 125-2003**

B. Approve Request by Witt Enterprises, LLC for a *Review Plan* for Witt Enterprises Industrial Park on 5.12 acres located at 1401 E Prathersville Road, Columbia

Commissioner Schnarre stated this item was tabled at the March 4, 2003 Commission meeting because there was no Review Plan for the Commission to review and approve.

Ron Shy, Allstate Consultants, James Pellock, 11235 Rocheport Road, and Brent Mehroff, 14600 Rocheport Gravel Road, were present on behalf of this request.

Ron Shy stated this is located on Prathersville Road the plan has individual buildings to be leased to various contractors or other vendors that wish to have office storage space in that area. This is a legal lot presently so the applicants do not have to re-plat the lot. The buildings have been set back far enough to allow for possible future expansion of Prathersville Road. They do have to contend with the gas line on the west side of the tract. They believe they have a plan that will be beneficial to the area.

Mr. Shy noted they are in a quandary with the wastewater issue. The applicants are prepared to do whatever is necessary; they are hopeful that the Sewer District and the City can come to terms on an inter-connection agreement which will allow them to connect to the collection line that is just east of their property line. Otherwise, they will have to place an on-site wastewater system on the property that will be permitted by the Department of Natural Resources.

Commissioner Miller asked if there is a landscaping plan. Mr. Shy stated there will be a landscaping plan on the Final Development Plan.

Commissioner Miller asked if there will be any outside storage. Mr. Shy stated this plan is not equipped for long term outside storage but will allow for temporary outside storage. As a general rule, they are not wanting people to have full-time outside storage.

Commissioner Miller stated she does not want outside storage either.

Mr. Yonke stated the recommended conditions; the first condition does indicate the following:

- A list of the requested uses has been provided and it contains 15 items. The approved list of permitted uses be shown on the review and final plans. It should be noted that even though contractor's buildings and storage yards are listed, no storage yard areas are shown on the plan and therefore storage yards are not allowed; similarly any other use requiring external storage is not allowed.

The way the condition was presented to the Commission was fairly strict. The applicants did ask questions about the enforcement point of view on temporary outside storage. If a pallet of materials is received, for example, and is not put into storage, the applicant wanted to know if this would be a violation of the condition. Staff informed them that this is complaint driven but if staff does see a stock piling of materials then they would be in violation of the conditions.

Mr. Shy stated they are unsure if the clients will need outside storage. If they do, then they will need to make a presentation to the owners to screen the request.

Mr. Yonke stated the recommendation from the Planning and Zoning Commission to the County Commission was for approval with the four conditions.

There was no further discussion on this item.

Commissioner Miller moved to approve the request by Witt Enterprises, LLC for a *Review Plan* for Witt Enterprises Industrial Park on 5.12 acres located at 1401 E Prathersville Road, Columbia, with the following conditions:

- A list of the requested uses has been provided and it contains 15 items. The approved list of permitted uses be shown on the review and final plans. It should be noted that even though contractor's buildings and storage yards are listed, no storage yard areas are shown on the plan and therefore storage yards are not allowed; similarly any other use requiring external storage is not allowed.
- That it is recognized that all drive and parking areas are required to be a minimum of a chip seal surface. Also, that parking is diagrammatic on the plan and that additional parking may be required by the actual size and use of the buildings.
- That a stormwater and erosion control plan that addresses concerns with respect to these issues be acceptable to the NRCS, County Public Works, and Planning Departments and that it is further recognized that some detention/retention measures and developer improvements such as the culvert under Prathersville Road are developer's costs, such changes can be made to the plan with the planning director's approval with the added

understanding that the director can determine the changes as significant and require resubmittal and approval of a revised review plan.

- That the landscaping plan will be subject to conditions as it is being proposed to accompany the final plan.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 126-2003**

C. First Reading to Approve Quitclaim Deed (Easement – Lake of the Woods South Plat 2)

Thad Yonke stated the Lake of the Woods development started in the County; it has been annexed into the City and currently is no longer under County jurisdiction. One of the proposals, at the time it was in the County, was that Plat 2 was for the wastewater treatment plant and this was the only lot on the plat. In conjunction with the annexation, the City agreed to extend the City trunk sewer to the property, which made the lot for the of a wastewater system in this development unnecessary. The City needs to vacate this plat. Since this plat is no longer under the County's jurisdiction, the City has to vacate the plat, but in addition to the plat, there were a number of separate easements that were separately dedicated, one of which was to the County. The County has to release this easement. The Sewer District has already released one that they had. This will free up the ability for the City to vacate the plat.

Commissioner Elkin asked what the County's easement was. Mr. Yonke stated the County had an access easement that was dedicated to the County.

There was no further discussion and no public comment 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: Second Reading and Approval of Contract with City of Columbia (Public Safety Joint Communications)

Commissioner Miller stated this is for the County's portion of 911 dispatch.

Commissioner Elkin moved to approve the agreement between the County of Boone and the City of Columbia for Public Safety Joint Communications.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 127-2003**

Subject: First Reading of Budget Amendment for Local Emergency Management Planning Committee

Commissioner Miller stated this is for the Local Emergency Management Planning Committee that is chaired by Ken Hines of the Fire District. They have received funds from the State to purchase Triage equipment. The amount of this amendment is \$3,000.00.

There was no further discussion and no public comment 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 after the required 10 day waiting period.

Subject: Authorize Use of Commission Chambers (First Church of Christ Scientist)

Commissioner Miller moved to authorize the use of the Commission Chambers of the Roger B. Wilson Boone County Government Center on April 27, 2003 from 6:00 to 9:00 p.m. for an online internet chat on spirituality sponsored by First Church of Christ Scientist, Columbia.

Commissioner Elkin seconded the motion.

Commissioner Miller requested Commissioner Elkin speak with the IT Department about an internet hookup for this event.

There was no further discussion and no public comment.

The motion passed 3-0. **Order 128-2003**

Subject: Authorize Use of Courthouse Grounds (Downtown Twilight Festival)

Commissioner Elkin moved to authorize the use of the Courthouse Grounds for the Downtown Twilight Festival sponsored by the Downtown Columbia Association on the following dates:

- June 5, 12, 19, and 26, 2003 from 4:00 to 10:00 p.m.
- September 4, 11, 18, and 25, 2003 from 4:00 to 9:00 p.m.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 129-2003**

Commissioner Reports

Commissioner Schnarre

Notice of Voluntary Annexation

Commissioner Schnarre stated the County has been notified of a voluntary annexation of approximately 22.17 acres of land owned by HM Land Co., LLC located generally east of Creasy Springs Road and north of the current City limits.

Boone Electric Cooperative C.A.S.H. Program

Commissioner Schnarre stated the beginning balance of the C.A.S.H. program on February 1, 2003 was \$67,332.88. Donations during February were \$2,233.69, interest was \$26.95 and disbursements were \$780.24. The end balance was \$68,813.28.

The beginning balance of the H.E.L.P. program on February 1, 2003 was \$18,539.88. Donations during February were \$1,750.33, interest was \$7.42 and disbursements were \$773.41. The end balance was \$19,524.22.

Commissioner Miller

Road and Bridge Advisory Committee

Commissioner Miller stated the Road and Bridge Advisory Committee held a meeting on March 6, 2003. They approved the variance request by Bob LeMone to allow a variance from the Arterial Road Driveway Placement Regulations, and allow a the beginning radius of a driveway to be placed less than 400' from the end of the radius of an intersecting roadway, and also to allow a driveway to be placed less than the minimum 150' from another driveway located on Rangeline Road and Columbus Court.

This is being presented as a first reading and Commissioner Miller requested the second reading be held at the next available meeting. There was no objection to this request.

Commissioner Elkin

No reports at this time.

There was no public comment.

The meeting adjourned at 2:08 p.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