

TERM OF COMMISSION: May Session of the May 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 9:34 a.m.

**Subject: Purchasing Department**

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

**A. Bid Opening 34-05MAY03 (Box Culverts)**

<b>Page #</b>	<b>Form Description</b>	<b>Irvinbilt</b>	<b>Don Schnieders Excavating</b>	<b>Boone Construction</b>	<b>C.L. Richardson</b>
5.1	<i>Bid Form Base Bid</i>	\$248,290.58	\$149,701.30	\$138,689.90	\$130,690.38
5.2	<i>Addendum Acknowledgement</i>	Yes	Yes	Yes	Yes
	<i>Addendum One</i>	Yes	Yes	Yes	Yes
3.1	<i>Bidder's Qualifications</i>	Yes	Yes	Yes	Yes
6.1	<i>Anti Collusion Statement</i>	Yes	Yes	Yes	Yes
7.1	<i>Signature and Identity of Bidder</i>	Yes	Yes	Yes	
8.1	<i>Bidder's Acknowledgement</i>	Yes	Yes	Yes	Yes
	<i>Bid Bond</i>	Yes	Yes	Yes	Yes

<b>Page #</b>	<b>Form Description</b>	<b>Lehman Construction</b>	<b>N-J Wilson</b>	<b>APLEX</b>
5.1	<i>Bid Form Base Bid</i>	\$132,180.60	\$133,344.49	\$171,432.10
5.2	<i>Addendum Acknowledgement</i>	Yes	Yes	Yes
	<i>Addendum One</i>	Yes	Yes	Yes

3.1	<i>Bidder's Qualifications</i>	Yes	Yes	Yes
6.1	<i>Anti Collusion Statement</i>	Yes	Yes	Yes
7.1	<i>Signature and Identity of Bidder</i>	Yes	Yes	Yes
8.1	<i>Bidder's Acknowledgement</i>	Yes	Yes	Yes
	<i>Bid Bond</i>	Yes	Yes	Yes

Commissioner Schnarre noted the proposals received will be forwarded to the department for review and brought back to the Commission at a later date with a recommendation for award.

### **B. Second Reading and Award of Bid 25-08APR03 (Carpeting and Installation)**

Marlene Ridgway stated this is a recommendation for award to Ross Allen Floor Covering. The contract amount is \$16,901.62.

Commissioner Elkin moved to award bid 25-08APR03 for Carpeting and Installation to Ross Allen Floor Covering.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 225-2003**

### **C. Second Reading and Award of Bid 30-22APR03 (Variable Frequency Drives)**

Marlene Ridgway stated this is a recommendation for award to Meyer Electric. The contract amount is \$9,993.00.

Commissioner Schnarre moved to award bid 30-22APR03 for Variable Frequency Drives to Meyer Electric.

Commissioner Elkin seconded the motion.

Commissioner Miller asked why only one bid was received. Mrs. Ridgway stated there were two companies that attended the pre-bid conference but only Meyer Electric submitted a bid.

There was no further discussion and no public comment.

The motion passed 3-0. **Order 226-2003**

**D. Second Reading and Award of Bid 24-08APR03 (Overhead Garage Door and Installation)**

Marlene Ridgway stated this is a recommendation for award to Smarr Garage Door. The contract amount is \$3,433. This is for the Sally Port Door at the Courthouse.

Commissioner Miller moved to award bid 24-08APR03 for Overheard Garage Door and Installation to Smarr Garage Door.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 227-2003**

**Subject: Central Missouri Counties Human Development Corporation – Second Reading to Authorize Presiding Commissioner to sign Voucher for Payment of Annual Contributions and Operating Statement (HUD Voucher Program)**

Commissioner Miller moved to authorize the Presiding Commissioner to sign the Voucher for Payment of Annual Contributions and Operating Statement – Year End Closing Statements for HUD for the Central Missouri Counties Human Development Corporation.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 228-2003**

**Subject: Public Works**

David Mink, Public Works Director, and Greg Edington, Maintenance Operations Manager, were present on behalf of these items.

**A. Second Reading and Approval of Contract with Public Water Supply District #4 (Heller Road Improvement Project)**

David Mink noted the owners have signed the easements for this project.

Commissioner Elkin moved to approve the Water Line Relocation Cost Allocation Agreement for the Heller Road Storm Sewer Improvements with Public Water Supply District #4.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 229-2003**

### **B. Second Reading and Approval of Budget Revision**

David Mink stated Public Works has requested an upgrade to their asset management software. The requested software is a newly developed suite package called "stormview" that will replace an existing suite called "bridgeview." The software adds additional functions and integrally links to our main work management software. The new suite gives us the ability for two teams of summer interns to directly enter culvert data as they collect it in the field. This will reduce the amount of labor compared to data collection on paper for later entry. The "stormview" suite is designed to record information pertaining to storm water infrastructure providing for inspection logs, maintenance history, and condition ratings. This information can be analyzed to determine more cost effective and timely replacement schedules.

The cost of the new suite is \$13,200 but Cartegraph deducted a trade-in value of \$4,000 for our existing suite. Since it is integral to our existing system it is necessary to purchase this as a sole source product. The sole source vendor number is #12-123102 which expires on December 31, 2003. Annual maintenance and upgrade fees are included with the purchase.

Public Works is working toward compliance with the asset management requirements of the Governmental Accounting Standards Board rule number 34 (GASB 34). A decision was made last year to collect this information over time using summer interns rather than contracting the work. We began this process last summer with one team and plan to employ two teams this summer. We believe that this decision was cost effective but we believe that the process can be even more cost effective by having the right tools. We believe that this purchase is necessary to improve team efficiency and allow for more organized and complete capture of data.

Commissioner Miller stated this is just the beginning of what the Stormwater project will cost the County. This software fits both the GASB 34 and EPA Phase II mandates. This will give the department the software to comply with both mandates. She noted the majority of software is sole source.

Commissioner Schnarre asked how many years of support go with this software. Mr. Mink stated the first year is included and after that it will be an add on to the existing work management software. Support in the future will be included in the annual fee and does not believe the amount will increase. There is the initial cost of adding this software but

once it is in place it will be a part of the overall system.

Commissioner Miller moved to approve the following budget revision:

<b>DEPARTMENT ACCOUNT AND TITLE</b>	<b>AMOUNT DECREASE</b>	<b>AMOUNT INCREASE</b>
2040-91300: Public Works – Machinery and Equipment	\$9,200.00	
2040-91302: Public Works – Computer Software		\$9,200.00

Said budget revision is for the purchase of Stormview software program.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 230-2003**

**C. Second Reading and Approval of Speed Limit Change – Academy Road**

Commissioner Elkin moved to approve a speed limit of 40 mph on Academy Road from Route B to 4,637 feet to the west per the recommendation of the Public Works Department.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 231-2003**

Mr. Mink stated the budgeted amount for the Box Culvert project is approximately \$160,000. This project is for Olden Road, Locust Grove Road, and New Salem Road.

Mr. Edington reported on the storms on May 4, 2003. The department responded to downed trees in the morning and flooding of roads in the afternoon of May 4, 2003.

**Subject: Planning and Building Inspections – Second Reading and Approval of Budget Revision**

Commissioner Elkin moved to approve the following budget revision:

<b>DEPARTMENT ACCOUNT AND TITLE</b>	<b>AMOUNT DECREASE</b>	<b>AMOUNT INCREASE</b>
1720-92400: Building Codes – Replacement Auto	\$1,250.00	
1710-91000: Planning – Office Equipment		\$1,250.00

Said budget revision is for the purchase of new microphones for three additional Planning and Zoning Commissioners.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 232-2003**

**Subject: Treasurer’s Office – First Reading of Budget Revision**

Commissioner Miller stated this is a budget revision in the amount of \$3,300 to pay arbitrage rebate calculation as of February 1, 2003 and to pay arbitrage rebate calculation when bond refinancing is complete. This is something that is not budgeted for.

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 to Authorize U.S. Bancorp Piper Jaffary to Submit Sealed Bid for Special Obligation Bonds Series 2003**

Commissioner Schnarre stated this will allow U.S. Bancorp Piper Jaffary to submit sealed bid for Special Obligation Bonds Series 2003 even though they will be serving as Financial Advisor for the County for the bonds.

Commissioner Elkin moved to authorize the Presiding Commissioner to sign the Consent for U.S. Bancorp Piper Jaffary to submit a sealed bid for the Purchase of Boone County’s Bonds which are to be sold at competitive sale.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 233-2003**

**Subject: Authorize Use of the Courthouse Grounds (Coalition to Protect Education and Health Care)**

Commissioner Miller moved to authorize the use of the Courthouse Grounds on Thursday, May 8, 2003 from 5:00 to 8:00 p.m. for a Media Event sponsored by Coalition to Protect Education and Health Care.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 234-2003**

**Commissioner Reports**

*Commissioner Schnarre*

No reports at this time.

*Commissioner Miller*

*City of Sturgeon Revenue Replacement Report*

Commissioner Miller stated the City of Sturgeon received the amount of \$5,731.26 for Road Tax Reimbursement for 2003. These additional funds are allocated for routine maintenance such as gravel, street signs, culvert replacements, salt as well as salary and benefits for one full time employee.

The Sturgeon Street and Road Department is primarily funded by sales tax, motor vehicle revenues, revenue sharing and road tax reimbursement.

*Acceptance to the Kennedy School of Government*

Commissioner Miller stated she has received a Fannie Mae Fellowship to attend the Kennedy School of Government at Harvard University for June 7 to 27, 2003. She believes this will be a good experience for her and a benefit to the Commission.

*Commissioner Elkin*

No reports at this time.

There was no public comment.

The meeting adjourned at 9:58 a.m.

Attest:

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Wendy S. Noren  
Clerk of the County Commission

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Keith Schnarre  
Presiding Commissioner

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Karen M. Miller  
District I Commissioner

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Skip Elkin  
District II Commissioner