

TERM OF COMMISSION: October Session of the October Adjourned Term

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

PRESENT WERE: Presiding Commissioner Keith Schnarre
District II Commissioner Skip Elkin
Deputy County Clerk Shawna Victor

The meeting was called to order at 1:43 p.m.

Subject: Presentation on Eradication of Teasel – Dr. Reid Smeda MU Department of Agronomy

Dr. Reid Smeda gave a presentation to the Commission about the history, types and former use of Teasel. Teasel is a biennial plant that grows to 1.5 to 2 meters tall.

Dr. Smeda requested permission from the Commission to use a portion of the land at the Fairgrounds for a study on Teasel.

The Commissioners thanked Dr. Smeda for coming to the meeting and making this presentation.

Subject: Purchasing Department

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

A. Second Reading and Approval of SI-3000 System (Mugshot) Maintenance Agreement

Marlene Ridgway stated this is the Software Support Agreement Renewal with I/TX Information Technology Solutions, Inc. for the Mugshot SI-3000 System software located in the Sheriff's Department. This system was originally purchased in 1994 and re-negotiated in 1999 for Y2K compliance. The agreement insures critical upgrades and online technical support for the Mugshot system.

This maintenance agreement is sole source (sole source #29-123103) as I/TX is the only vendor that can maintain this software.

This maintenance agreement is for the period December 1, 2003 through November 30, 2004. Total price for contract term is \$6,824.89 to be paid out of department 2902 Corrections – LE Sales Tax, account 70050 Software Service Contract.

Commissioner Elkin moved to approve the SI-3000 System (Mugshot) Maintenance

Agreement Renewal with I/TX Information Technology Solutions, Inc.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 496-2003**

B. Second Reading and Award of Bid 69-02OCT03 (Snow and Ice Removal Service)

Marlene Ridgway stated it is to her understanding there was a meeting with the Public Works Department regarding award of this bid. A decision was made to award three trucks at \$250 per hour to Diamond “C” Services and six trucks at \$200 per hour to Highpoint Enterprises.

Commissioner Elkin moved to award bid 69-02OCT03 for Snow and Ice Removal Services as follows:

- Diamond “C” Services – 3 Trucks at \$250 per hour
- Highpoint Enterprises – 6 Trucks at \$200 per hour

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 497-2003**

C. First Reading of Bid 67-21OCT03 (Magnetic Media Tape Off-Site Storage Services)

Marlene Ridgway stated the Bid for Magnetic Media Tape Off-Site Storage Service was issued on September 9, 2003 and closed on October 21. One bid was received. Upon the completion of the bid evaluation, Purchasing and Information Technology recommend award to Data Retention Services Inc.

This is a Term and Supply contract and invoices will be paid out of organization 1170 – Information Technology, account 71100 – Outside Services. At the time of this writing, there is a balance of \$5,563 remaining in the account. \$10,000 per year is budgeted for this service.

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 award.

D. First Reading of Amendment to City of Columbia Cooperative Contract 186/2003 (Philips AEDs)

Marlene Ridgway stated on October 10, 2003 the Purchasing Department was notified by the City of Columbia’s Purchasing Department that the cooperative contract for AEDs originally contracted with Sara Med has been amended to award to Philips Medical Systems. Philips is no longer selling equipment to Sara Med and they have agreed to honor the exact terms and conditions of the contract. The Department is requesting to cancel the contract with Sara Med and re-award to Philips Medical Systems. This request is to purchase six units and cabinets for a contract price of \$9,900 to be paid from department 1191 account 91100.

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: 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
2500-91300: Sheriff Forfeiture Funds – Machinery and Equipment	\$1,609.00

Said budget amendment is to establish an expenditure budget for the purchase of a Taser for the Boone County Jail.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 498-2003**

B. First Reading of Budget Revisions

Major Warren Brewer was present on behalf of this item.

Major Brewer stated this is a request for two budget revisions both for out-of-county housing costs. The budget revision for the August out-of-county housing costs is in the amount of \$29,009. The budget revision for the September out-of-county housing costs is in the amount of \$32,850.

There was no further discussion on this item.

Commissioner Schnarre stated this is a first reading and requested the Deputy County Clerk to schedule these items for a second reading at the next available meeting with an appropriate order for approval.

Subject: Public Works – Second Reading and Approval of Gateway South Subdivision Traffic Signage

Commissioner Elkin moved to approve the request by Public Works to post two "No Parking" signs at the Northwest corner of Gateway Boulevard and West Way.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 499-2003**

Subject: Collector's Office – Second Reading and Approval of Installment Payments on Real Estate

Commissioner Elkin moved to adopt the provisions of 139.052 RSMo. relating to the payment of property taxes by installments. The payment of taxes by installment shall be restricted to the current real estate tax bills for each individual parcel not paid by mortgage companies. Parcels with delinquent taxes are not eligible for the installment payment plan. The installment payment plan shall be effective for the 2004 property tax year and shall be administered according to the attached proposal; except that said proposal may be amended as needed by the County Collector to insure the efficient and accurate collection of taxes and compliance with any current or future statutory provisions relating to tax collection.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 500-2003**

Subject: First Reading to Amend Commission Order 314-2003

Wendy Noren, Boone County Clerk, was present on behalf of this item.

Wendy Noren stated this is a request to amend 314-2003, the Commission Order approving the employee health insurance premiums. This would clarify an inequity in the order. When the proposal was drafted, she included the vacant positions paying in to the premium at the base of the range. Some of these vacant positions have been filed above the base of the range and the premiums that are being paid need to be adjusted.

Ms. Noren has proposed the following wording be added to Commission Order 314-2003:

“If an employee is hired above the base of the range then the premium shall be increased by the same percentage the hourly rate is above the base of the range.”

There was no further discussion on this item.

Commissioner Schnarre stated this is a first reading and requested the Deputy County Clerk to schedule these items for a second reading at the next available meeting with an appropriate order for approval.

Subject: Second Reading and Approval of Resolution to Apply for Land and Water Conservation Fund

Commissioner Elkin moved to adopt the following resolution:

We, the Commission of the County of Boone, State of Missouri, do solemnly proclaim the following:

Whereas, the County of Boone an expanding county, and

Whereas, the County Park Board deems it necessary to improve a public park to serve its citizens as well as the traveling public

Be it Therefore Resolved by the Boone County Commission of the County of Boone, as follows:

- 1) Those applications be made under the Land & Water Conservation Fund of the Missouri Department of Natural Resources for a grant-in-aid of 45 percent of the total cost of the project, reimbursable upon completion by the state.
- 2) That a project proposal be prepared and submitted to the Department of

Natural Resources, Division of State Parks.

- 3) The County Commissioner, County Commission and County Park Board, be authorized, and hereby authorize those persons listed below to sign and execute the necessary documents for forwarding the project proposal application for a grant-in-aid under the Land & Water Conservation Fund. These persons are also hereby authorized to sign the project agreement, subsequent amendments, and other necessary documents between the County of Boone and the State of Missouri.

- 4) If a grant is awarded, the County of Boone accepts all responsibilities under the Land & Water Conservation Fund regulations. This includes, but is not limited to, maintenance of the park for public outdoor recreation purposes, compliance with the provisions of Title VI of the Civil Rights Act of 1964, underground wiring of all telephone and electrical wires under 15 KV within the park both under this project and in the future, provisions of facilities which are accessible to and usable by people with a disability.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 501-2003**

Subject: First Reading of Recommendation from the Personnel Advisory Committee

Betty Dickneite, Human Resources Director, was present on behalf of this item.

Betty Dickneite stated the Personnel Advisory Committee held a meeting and are making the following recommendations to the County Commission:

- 1) Bereavement Leave (Section 5.2 of the Personnel Policy Manual) - change wording from "*relatives* living within employee's household" to "*persons*" living within the employee's household.

- 2) Vacation Leave Cap (Section 2.4 of the Personnel Policy Manual) - add the following....

"An employee entitled to vacation leave who resigns or otherwise separates from the County shall be entitled to receive reimbursement for the amount of accrued vacation leave which does not exceed the maximum allowable accumulation. The maximum allowable accumulation (cap) is equal to twice their annual accrual rate. All existing balances over the cap must be reduced to the 2 year maximum vacation leave accumulation by January 2009. After January 2009, any vacation leave in excess of the 2

year maximum accumulation amount will be forfeited."

3) Care Leave (Section 5.8 of the Personnel Policy Manual) -

Continue Care Leave Policy as is...no changes recommended. One year pilot period has expired. The recommendation is to continue the policy.

There was no further discussion on this item.

Commissioner Schnarre stated this is a first reading and requested the Deputy County Clerk to schedule these items for a second reading at the next available meeting with an appropriate order for approval.

Commissioner Reports

Commissioner Schnarre

Notice of Voluntary Annexations

Commissioner Schnarre stated the County has been notified of the following annexations:

- Approximately 1.58 acres of land owned by Richard A. and Rebecca L. Shanks, located on the north side of Thompson Road between Cotton Wood Drive and Spring Cress Drive (5513 Thompson Road)
- Approximately 23.54 acres of land owned by the Whitten-Anna Sue Lentz Trust located at the northern terminus of Shamrock Drive, west of Lake of the Woods Road.

Commissioner Elkin

No reports at this time.

There was no public comment.

The meeting adjourned at 2:27 p.m.

Attest:

Keith Schnarre
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner