

TERM OF COMMISSION: January Session of the January 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. Open Bid 01-08JAN04 (Boone County Maintenance Building Phase III Renovations)

Form Description	Crawford Construction	Frank & Frank Contracting	United HRB General Contractors	Huebert Builders, Inc.	GBH Builders	Little Dixie Construction
Base Bid	\$95,400.00	\$90,965.00	\$92,700.00	\$95,840.00	\$87,284.00	\$97,100.00
Alternate One	\$9,000.00	\$5,288.00	\$6,750.00	\$9,800.00	\$5,959.00	\$7,236.00
Alternate Two	\$3,700.00	\$3,745.00	\$3,650.00	\$3,672.00	\$4,124.00	\$3,800.00

Commissioner Schnarre noted the bids 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 of Bid 75-02DEC03 (Shop Fluids Term and Supply)

Marlene Ridgway stated the bid for Shop Fluids Term and Supply was issued on November 14, 2003 and closed on December 9, 2003. Seven bids were received. Upon the completion of the bid evaluation, Purchasing and Public Works recommend award to McCollister and Company DBA United Lubricants for submitting the low bid.

This is a term and supply contract for the period of January 1, 2004 to December 31, 2004 and may be renewed for two additional one-year periods. Invoices will be paid out of organization 2040 – Public Works Maintenance Operations, account 59050 – Engine Fluids. \$12,250 per year is budgeted for these products.

Commissioner Elkin moved to award bid 75-02DEC03 for Shop Fluids Term and Supply to McCollister and Company DBA United Lubricants.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 4-2004**

C. First Reading of Bid 74-09DEC03 (Law Enforcement Equipment)

Marlene Ridgway stated the bid for Law Enforcement Equipment Term and Supply closed on December 9, 2003. Ten bids were received. No company bid all line items. If we awarded by line item, there would be eight separate contracts. Purchasing and the Sheriff Department recommend that we reduce to five contracts. This would increase our expenditures by \$411.35, but we would realize savings in the long run by increasing the efficiency of contract administration for this bid. We recommend award as follows:

Law Enforcement Equipment Company: Leather Accessories: 4.7.1., 4.7.2., 4.7.3., 4.7.6., 4.7.7., 4.7.10., 4.7.11a; Miscellaneous Equipment: 4.8.18.; Vehicle Accessories: 4.10.6.

OMB Police Supply: Miscellaneous Equipment: 4.8.14., 4.8.19.; Vehicle Accessories: 4.10.4.

Streicher's: Miscellaneous Equipment: 4.8.2., 4.8.4., 4.8.5., 4.8.6., 4.8.7., 4.8.11., 4.8.13., 4.8.15., 4.8.16., 4.8.17.; Vehicle Accessories: 4.10.2.

Galls Inc: Leather Accessories: 4.7.4., 4.7.5., 4.7.8., 4.7.9., 4.7.11.b; Miscellaneous Equipment: 4.8.1., 4.8.3., 4.8.8., 4.8.22., 4.8.23.; Radio Accessories: 4.9.1., 4.9.2., 4.9.3., 4.9.4.; Vehicle Accessories: 4.10.1., 4.10.3., 4.10.5.

GSI Law Enforcement: Miscellaneous Equipment: 4.8.9., 4.8.10., 4.8.12., 4.8.20., and 4.8.21.

This is a term and supply contract that will be paid out of the following departments: 1251 – Sheriff – Licenses and Permits; 1255 – Corrections – Intergovernmental Revenue; 2901 – Sheriff Operations – LE Sales Tax Personal Services; 2902 – Corrections – LE Sales Tax Personal Services; 2500 – Sheriff Forfeiture Money Material and Supplies.

Accounts: 23300 - Uniforms; 23850 – Minor Equipment & Tools; 23050 – Other Supplies.

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 Bid 78-30DEC03 (2003 Chevrolet Impala Police Car)

Marlene Ridgway stated the bid for the 2003 Chevrolet Impala Police Car closed on December 30, 2003. One bid was received. Purchasing and the Sheriff department recommend award to Don Brown Chevrolet.

Total price for the Chevrolet Impala is \$16,693 and will be paid out of department 2901 – Sheriff Operations – LE Sales Tax, account 92400 – Law Enforcement Services Fund. The original budget was \$16,693.

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.

E. First Reading of Bid 73-25NOV03 (Bullet Proof and Stab Proof Vests Term and Supply)

Marlene Ridgway stated the bid for Bullet Proof and Stab Proof Vests was issued on November 10, 2003 and closed on November 25. Four bids were received. Of the four, two vendors (Alamar Uniform and Second Chance Body Armor) were non-responsive for not submitting all documentation required in the bid. First Choice Body Armor submitted a bid for vests made from a fabric component called Zylon. Zylon has not sustained penetration resistance for the anticipated service life. The industry standard for soft body armor has been a service life of five years. The Zylon product is apparently not lasting beyond approximately two years before it starts the deterioration process. Therefore, Purchasing and the Sheriff's department recommend award to Ed Roehr for submitting the best bid for Boone County.

This is a Term and Supply contract and invoices will be paid out of organizations 1251 – Sheriff, and 1255 - Corrections - account 23300 – Uniforms. At the time of this writing, there is a balance of \$57,000 remaining in the accounts.

Commissioner Miller requested explanation as to why vendors were not responsive. Mrs. Ridgway stated she would have that information before the next meeting.

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.

F. First Reading for Approval to Dispose of Surplus Property

Marlene Ridgway stated the Purchasing Department has identified items that are surplus. These items are from the Circuit Court and the majority of the items are computer equipment. The department is requesting disposal of this surplus property through Kemper Auction.

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: Second Reading and Approval of Petition to Vacate Right of Way of Branch Drive

Wes Bolton, Allstate Consultants, was present on behalf of this item.

Commissioner Miller moved to approve the vacation of road right of way, know as Branch Drive, in platted subdivision Walnut Brook Subdivision Plat 3, as recorded in Plat Book 11 Page 234 of the Boone County Records, pursuant to 71.270 RSMo.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 5-2004**

Subject: Clerk’s Office – Second Reading and Approval of Budget Revision

Commissioner Miller moved to approve the following budget revision:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT DECREASE	AMOUNT INCREASE
1123-86800: Emergency	\$12,976.00	
1191-71018: Insurance and Safety – Other Claims Deductible		\$9,276.00
1191-71016: Insurance and Safety – Auto Claims Deductible		\$3,500.00

Said budget revision is to cover insurance deductible expenses.

Commissioner Elkin seconded the motion.

The Commissioners had questions about the public officials' bonds.

There was no discussion and no public comment.

The motion passed 3-0. **Order 6-2004**

Subject: Facilities Maintenance – Second Reading and Approval of Budget Revision

Commissioner Miller moved to approve the following budget revision:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT DECREASE	AMOUNT INCREASE
6101-86800: Emergency	\$3,500.00	
6101-23035: Housekeeping – Miscellaneous Supplies		\$3,250.00
6101-48000: Housekeeping – Telephone		\$250.00

Said budget revision is to cover budget shortfalls for FY2003.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 7-2004**

Subject: Public Works – First Reading of Contract with University of Missouri

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

David Nichols stated this is the contract with the University of Missouri to do storm water educational component. This will be the fourth year with this agreement. He believes this contract reflects a 3% increase from the 2003 agreement. This joint contract includes City of Columbia and it is to his understanding that this is the last year that this group will be asked to do this. This meets the Phase II Permit requirements; all the activities they are performing are in compliance with that permit.

Commissioner Miller asked who determined that the County will not participate in the future. Mr. Nichols stated he does not mean the County will not participate but knows

that the City of Columbia will not be participating. There will be a lot of discussions in the future about how this will be handled if the City does not participate.

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: Planning and Building Inspections

A. First Reading to Rename Two Named Roads

Ryland Rodes, Code Enforcement Officer, was present on behalf of this item.

Ryland Rodes stated the Planning and Building Inspections Department has received a requested to rename two named roads. The first is a request to rename Hoe-Down Drive, a privately owned and maintained road, to Homebrook Drive. Said road being in Section 1, Township 47 North, Range 13 West; beginning on the east side of Bethel Church Road approximately 1,930 feet south of the intersection of Bethel Church Road and Old Plank Road; thence continuing in a easterly direction for approximately 835 feet as shown on The Good-Time Acres Subdivision recorded in Plat Book 11 Page 28 of the Boone County Records.

The second is a request to rename Square Circle, a privately owned and maintained road, to Whitewing Court. Said road being in Section 1, Township 47 North, Range 13 West; beginning on the south side of Homebrook Drive approximately 330 feet east of the intersection of Bethel Church Road and Homebrook Drive; thence continuing in a southeasterly direction for approximately 155 feet as shown on The Good-Time Acres Subdivision recorded in Plat Book 11 Page 28 of the Boone County Records.

He requested a description of the reason for this request.

Commissioner Elkin asked if they wanted to change the names of the roads because they do not like the names. Commissioner Miller stated it has a bad reputation. They are doing a Neighborhood Improvement District to bring the streets up to standard. They are also upgrading all the facilities.

Mr. Rodes stated he believes the original owner liked square dancing and the new owners would like to change the names.

Commissioner Elkin asked if all property owners signed the petition. Mr. Rodes stated that is correct.

Commissioner Miller stated she does not have a problem with this request and believes this will improve the reputation of this neighborhood.

Commissioner Elkin stated he does not want to set a precedent to allow landowners to change the name of their road if they do not like the name.

There was discussion about the procedure of naming or renaming roads.

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.

B. Presentation of Annual Report

Stan Shawver, Planning and Building Inspections Director, was present on behalf of this item.

Mr. Shawver presented the 2003 Annual Report for Boone County Planning and Building Inspection. A copy of this report is available in the Planning and Building Inspection Department and the County Clerk's Office.

Mr. Shawver stated 139.65 acres were approved for rezoning in 2003.

The Commission received five requests for conditional use permits in 2003 and four were approved by the Commission.

He noted no preliminary plats were processed in 2003. This is not unusual because this goes in cycles, preliminary plats and final plats.

There were 7,868 building inspections performed in 2003. The inspectors drove 131,231 miles with a daily average of 105 miles per inspector. The average structure value in 2003 was \$112,795 and the average new single family (site built) value was \$145,185. The number of new homes exceeding \$200,000 was 51, or 14% of the total inspections.

In 2003, 50% of all construction was in the Northern District and 50% was in the Southern District. 48% of residential construction in 2003 was in the Northern District and 52% was in the Southern District.

There was discussion regarding the difference between the number of permits issued, the cost of construction, and the number of inspections performed between 2002 and 2003.

There was no further discussion on this item.

Subject: Second Reading to Approve and Adopt the Revised Code of Health Regulations

Commissioner Elkin moved to approve and adopt the following orders in series and authorize the Presiding Commissioner to sign the same on behalf of the Commission:

- Order Enacting Revised Code of Health Regulations for Boone County, Missouri, and
- Order for Public Notice

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 8-2004**

Subject: Authorize Closed Session (610.021.13)

Commissioner Elkin moved to authorize a closed session on Tuesday, January 13, 2004 immediately following the regularly scheduled Commission Meeting at 9:30 a.m. The meeting will be held in the Commission Chambers of the Roger B. Wilson Boone County Government Center at 801 E Walnut, Columbia, Missouri, as authorized by 610.021(13) RSMo. to discuss individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 9-2004**

Subject: First Reading to Close Casa Circle

Commissioner Miller stated Casa Circle is located off Mesa Drive just outside the Columbia city limits. This road was built but never developed so all lots that are on this street are vacant and mostly wooded. This is a good hiding place for people to party and dump their trash. There are three landowners and she has contacted them. One of the landowners had traded the lots to someone else so there is no record of the transaction. All three landowners believe this is a good solution because it is a problem. One of the landowners had cleaned up the area four times for a cost of \$1,000.

If one of the landowners wants to develop the land or need access to their land, they could contact the Public Works Department to make arrangements to get a key to the gate. The

Public Works is prepared to put up a gate after approval.

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.

Commissioner Reports

Commissioner Schnarre

Notice of Voluntary Annexations

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

- Approximately 9.39 acres of land owned by the City of Columbia, located at the western terminus of Manhasset Drive, south of Smith Drive
- Approximately 10.08 acres of land owned by Byron Bus and Janna M. Tarbox, located on the north side of Old Field Road, east of Vineyard Way

Commissioner Miller

Southern Boone County Fire Protection District Meeting

Commissioner Miller stated she attended the Southern Boone County Fire Protection District meeting last week. They have not begun construction of the new southern station because the land was muddy at the time. She will keep the Commission informed on the progress of the stations.

Chamber of Commerce Government Affairs Committee Meeting

Commissioner Miller stated the Chamber Government Affairs Committee had a presentation by the representatives of the Phillips tract development and Joe Bindbeutel of the Clear Creek Neighborhood Association. The Committee voted to support the Phillips tract, however there was additional votes, one to have the City make a decision on the park land and two to request the City work with the County because there are county roads surrounding this tract.

Commissioner Elkin

No reports at this time.

There was no public comment.

The meeting adjourned at 10:13 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