

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 II Commissioner Skip Elkin
Deputy County Clerk Shawna Victor

The meeting was called to order at 1:30 p.m.

Subject: Purchasing Department

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

A. Second Reading and Award of Bid 02-06JAN04 (Plotter)

Marlene Ridgway stated this is a recommendation to award to Springfield Blue Print for a contract amount of \$6,046.42.

Commissioner Elkin moved to award bid 02-06JAN04 for a Plotter to Springfield Blue Print and authorizes the disposal through trade-in on a HP Designjet 750C (Fixed Asset Tag 10954).

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 20-2004**

B. Second Reading and Approval of Telephone Hardware Maintenance Contract

Marlene Ridgway stated this is a recommendation for a maintenance contract through CenturyTel for the telephone hardware in the Government Center and Johnson Building. The yearly cost is \$1,756.20.

Commissioner Elkin moved to approve the Telephone Hardware Maintenance Agreement between CenturyTel of Missouri LLC and Boone County.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 21-2004**

C. Second Reading and Approval of Amendment #1 to Bid 76-10DEC02 (Rock and Chip Seal Areas 2 and 3) and Bid 46-02OCT01 (Rock and Chip Seal Area 1)

Marlene Ridgway stated this is a recommendation for amendment #1 to add materials such as pugged rock and fill material to the existing contracts.

Commissioner Elkin moved to approve amendment #1 to bid 76-10DEC02 for Rock and Chip Seal Areas Two and Three and bid 46-02OCT01 for Rock and Chip Seal Area One.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 22-2004**

Subject: Sheriff's Department – Second Reading and Approval of Inmate Housing Agreement

Commissioner Elkin moved to approve the Inmate Housing Agreement between Boone County and Warren County.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 23-2004**

Subject: First Reading of Recommendations from 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 on January 15, 2004. The Committee has approved the following issues:

- Continue services with Rick McRoy for the market update of the pay plan to be done in 2004. Mr. McRoy has given an estimate of \$13,000, which does not include travel expenses, to do this update.
- Change the Flexible Hiring Rate to allow administrative authorities to hire up to 100% of mid-point. Before the administrative authority could only hire up to 90% of mid-point.
- Revised the wording and reorganize Section 4.6 of the Personnel Policy Manual regarding Travel Expenses.
- Change Section 3.8 of the Personnel Policy Manual regarding Call Back Pay. Call

Back Pay will change from 2 hours to 3 hours to be consistent with the Memorandum of Understanding for Public Works.

Commissioner Elkin noted the Sewer District will also be utilizing Mr. McRoy and have proposed to possible share some of the travel costs for Mr. McRoy with the County.

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: Authorize Use of Courthouse Grounds (Salute to Life Walk)

Commissioner Elkin moved to authorize the use of the Courthouse Square and Commission Chambers on May 1, 2004 from 8:00 a.m. to 5:00 p.m. for the Salute to Life Walk sponsored by RAIN.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 24-2004**

Commissioner Reports

Commissioner Schnarre

Jail Population Statistics

Commissioner Schnarre gave the following Jail Population Statistics:

| Date | Total Custody | # at Jail | # Out of County | # Reality House Work Release | # Reality House Placement | # Home Detention |
|------------|---------------|-----------|-----------------|------------------------------|---------------------------|------------------|
| 01/08/2004 | 281 | 192 | 13 | 16 | 21 | 39 |
| 01/15/2004 | 286 | 189 | 18 | 20 | 21 | 38 |

Commissioner Elkin stated he spoke with Major Brewer about the increasing female population at the jail.

Commissioner Elkin

No reports at this time.

Subject: Clerk's Office – First Reading of Budget Amendment

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

Wendy Noren stated this budget amendment will establish a budget for election services fund for 2004. There was a programming error when she rolled over the budget to FY04.

There is a fund balance of approximately \$48,000 at the beginning of 2004. If these funds are not spent then the fund balance at the end of 2004 will be \$59,000.

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 after the required 10 day waiting period with an appropriate order for approval.

There was no public comment.

The meeting adjourned at 1:45 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