

TERM OF COMMISSION: August Session of the August Adjourned Term

PLACE OF MEETING: Boone County Government Center Commission Chambers

PRESENT WERE: Presiding Commissioner Don Stamper  
District I Commissioner Karen M. Miller  
District II Commissioner Skip Elkin  
Deputy County Clerk Shawna Victor

The meeting was called to order at 1:36 p.m.

**Subject Report on Judicial Advisory Committee.**

Commissioner Stamper welcomed Gary Oxenhandler, David Griggs, and Michael Weinman.

Gary Oxenhandler stated that he intended just to bring the Commission up to date on what was going on with the committee. As a report, date has been set for October 1, 2001. There will be three meetings of the whole committee in the month of September. The committee as a whole has not met in approximately 45 days because they have been holding subcommittee meetings. Mr. Oxenhandler stated that the meeting have been set for September 5 at 4:00 p.m., September 12 at 5:00 p.m., and September 25 at 4:00 p.m. He noted these would be two to three hour meetings. His intention is to bring together all reports from the subcommittees to compile a full report that the committee will give to the Commission.

Mr. Oxenhandler stated they have been monitoring the jail population and the population is above 200 again.

Mr. Oxenhandler stated as recommended in the 1997 report, there needs to be an integrated information system. He stated that they are working on this issue. At this time, there is no current database system that could be used.

Mr. Oxenhandler stated there have been changes in the subcommittee chairs. Gary Stangler who was chair of the law enforcement committee stepped down due to job relocation and Mike Lyman agreed to chair this committee. Coleen Coble, who was chair of the budget finance and information system committee, has stepped down and Mr. Oxenhandler is now the chair.

Michael Weiman stated he would give a brief overview and recommendations of findings from the committees.

-Sheriff's Department staffing study for December 2000, the committee felt that additional deputies should be added. Mr. Weiman stated that the Sheriff's Department has done some internal reorganizing regarding the assignment of deputies.

-Video conferencing equipment for probate cases. Mr. Weiman stated that this would reduce the amount of time that sworn deputies have to spend in court and allow for more road

patrol.

-Increasing judicial paroles, home detention, and work release for eligible inmates when sentenced for misdemeanors.

Gary Oxenhandler stated this was also an issue brought up by another committee. There seems to be cross over from different the committees.

Mr. Weiman continued with recommendations.

-Receive sentencing and judgement papers from the Circuit Clerk by noon the day following sentencing which is needed before a convicted offender can be transported to the Missouri Department of Corrections. This would cut down on the amount of time each state prisoner has to stay in the County jail.

Commissioner Elkin asked what the current turn around time is. Mr. Weiman stated that he did not believe there was a set time standard for this procedure currently, which could be more than one day.

Major Warren Brewer, Boone County Sheriff's Department, stated there was originally an agreement with the Circuit Clerk's Office to receive documents by 4:00 p.m. the following day. However, now it could be up to three to four days before the documentation is received. Major Brewer stated he understands that the Circuit Clerk's Office has undergone a lot of turnover in the last year to year.

Mr. Weiman continued with recommendations.

-Minimum staffing policies for road officers. Mr. Weiman stated that this was another point that came out of the staffing study for the Sheriff's Department from December 2000.

-Reschedule court appearances for state incarcerated inmates. Mr. Weiman stated the current practice of scheduling law days each Monday requires the Sheriff to transport inmates to the County jail from the Department of Corrections on the preceding Friday.

-Establish a standing criminal justice advisory committee to oversee all operations.

-Create a "desk officer" position to process non-law enforcement calls that come in which would enable road officers to stay on patrol.

-Establish a point of sentencing computer system. This was also a recommendation from the 1997 task force report.

-Establish a community service aid. Mr. Weiman stated this would be similar to what the city of Columbia process. These would not be sworn officers but they would have limited authority to work traffic accidents and other calls.

-Develop off-site inmate security. Mr. Weiman stated that the subcommittee is not sure what should be recommended for this issue.

Dave Griggs stated what his subcommittee has been looking at has been the courthouse and the physical facility and how they could get more people to do more work in the same amount of space. He stated they have toured the courthouse, the Johnson Building, and other facilities to get an idea of what physical facilities are there and how much of that space is taken up by records and equipment storage. Mr. Griggs stated they have considered the possibility of moving some offices out of the courthouse to surrounding county owned property downtown. He stated what needed to be looked at closely is what department needs additional space for employees and what departments do not.

Gary Oxenhandler stated boxes seem to occupy a lot of important space. He stated this was not only a problem in the Government Center or in the Courthouse, but primarily in the Johnson Building.

Mr. Oxenhandler stated all subcommittees have attempted to stick with the idea that there will be no money for any of these recommendations and ideas to be accomplished.

Commissioner Stamper stated there is a report that has been compiled regarding ranges and classifications on employees. Commissioner Stamper asked Betty Dickneite, director of Human Resources; to make this report available to Mr. Oxenhandler and Mr. Lyman on the jobs referenced in their committee report.

Mr. Oxenhandler stated they had also toured the Public Defenders office. He asked the Commissioners what the relationship was between the County and the Public Defenders office. Commissioner Stamper stated that by state statute, the County provide office space for the Public Defenders office.

Commissioner Stamper stated the Commission extended their appreciation for their efforts on this matter.

Commissioner Miller asked Mr. Oxenhandler if law day has always been on Monday or if there is any reason for law day to be on Monday. Mr. Oxenhandler stated that historically, law day has been on Monday, but there is no law or state statute requiring law day to be Mondays. He stated whatever the definition of law day is, it is when short matters are handled by the court. Mr. Weiman stated he thought the reason was that the judges wanted to get these short matters out of the way on Monday so trials or other commitments could be held during the rest of the week.

**Subject: Boone County Sheriff's Department**

Major Warren Brewer present on behalf of this matter

**A. Second Reading and Approval of Local Law Enforcement Block Grant**

Commissioner Elkin moved to approve the contract between the County of Boone and the City of Columbia for the Local Law Enforcement Block Grant.

Commissioner Miller seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 374-2001**

**B. Second Reading and Approval of Contract with University of Missouri-Columbia for Football Security Detail**

Major Brewer stated that the correct amount on the contract was agreed to by the University of Missouri Curators.

Commissioner Miller moved to approve the contract between the Curators of the University of Missouri and the Boone County Sheriff's Department for security detail for University of Missouri home football games.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 375-2001**

**Subject: Social Services**

**A. First Reading of Child Advocacy Grant Amendments**

Commissioner Stamper stated one of the budget amendments is to close out the remainder of the January to June 2001 Child Advocacy Grant. He stated the accounts 1420-84200 (Other Contracts) and 1420-03451 (State Reimbursement – Grant/Program/Other) would both be decreased by \$72,521.00. Commissioner Stamper stated this is a first reading of a budget amendment and requested the to Deputy County Clerk schedule this item for a second reading and appropriate order of approval at the first commission meeting that occurs following the required 10 day waiting period.

Commissioner Stamper stated the other budget amendment is for the June to December 2001 Child Advocacy Grant. He stated that accounts 1420-84200 (Other Contracts) and 1420-03451 (State Reimbursement – Grant/Program/Other) would both be increased by \$130,850.00. Commissioner Stamper stated that this is a first reading of a budget amendment and requested the Deputy County Clerk to schedule this item for a second reading and appropriate order of approval at the first commission meeting that occurs following the required 10 day waiting

period.

There was no discussion or public comment.

**B. First Reading of Contract with State**

Commissioner Stamper stated this contract is an agreement between the County of Boone and the Missouri Department of Social Services. He stated the purpose is to renew the contract in the amount of \$224,315.01 for the Child Assessment Center Services.

There was no discussion or public comment.

Commissioner Stamper requested the Deputy County Clerk to schedule this item for a second reading and appropriate order for approval at the next available meeting.

**Subject: Public Works**

**A. Second Reading and Approval of Purchase Requisition for Amendment #2 – Academy Road**

Commissioner Miller stated that this was first read on Tuesday August 21 by John Watkins. She stated that this would allow for the removal of shoulders and reduce the cost of this project.

Commissioner Miller moved to approve the purchase requisition for Amendment #2 – Academy Road Project in the amount of \$8,040.00 for the professional services of Trabue, Hansen, and Hinshaw, Inc.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 376-2001**

**B. Second Reading and Approval of Richland Road Change Order #3 and Williams Reimbursement Contract**

Commissioner Miller stated this item was an agreement that has been reached with Williams Energy Services for their participation with the County Richland Road Project so they do not have to move their gas line.

Commissioner Miller moved to approve the reimbursement agreement with Williams Energy Services for the Richland Road Project.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 377-2001**

**C. Second Reading and Approval of Agreement with the Missouri Highway and Transportation Commission – Principles of Cooperation for Earthquake Emergency**

Commissioner Miller stated this is similar to agreements with the fire or the police departments. She stated this agreement states that if the State Highway Department has an emergency at the New Madrid fault area in Southeast Missouri and need all their staff from this area, they are asking the county to help with the local needs.

Commissioner Miller moved to approve the agreement between the County of Boone and the Missouri Highways and Transportation Commission for the Principles of Cooperation for Earthquake Emergency.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 378-2001**

**D. Second Reading and Approval of Budget Revision**

Commissioner Miller stated that the budget revision was for the Dukane Intercom System at the Sheriff’s Department. She stated that this would allow for repairs to the system and also for equipment rental that has been needed.

Commissioner Miller moved to approve the following budget revision:

<b>DEPARTMENT AND ACCOUNT TITLE</b>	<b>AMOUNT DECREASE</b>	<b>AMOUNT INCREASE</b>
6100-86800: Emergency	\$8,500.00	
6100-71101: Professional Services		\$6,500.00
6100-71700: Equipment Rental		\$1,200.00
6100-71100: Outside Services		\$800.00

Said budget revision is for the transfer of funds needed for current and anticipated design/consulting services, repairs to Dukane Intercom at Boone County Sheriff’s Department and large equipment rental for the balance of 2001.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 379-2001.**

**E. First Reading of Contract for Bridge Replacement (Zumwalt Bridge)**

David Nichols, Boone County Public Works, present on behalf of this item.

David Nichols stated this is a BRO project that Public Works Department has been working on with the Missouri Department of Transportation. BRO projects carry an 80/20 split funding formula, with the Missouri Department of Transportation paying the 80% and Boone and Callaway Counties splitting the 20%. The anticipated money that will be spent is \$54,000.00. Mr. Nichols stated that Boone County Public Works is administering the contract and will be receiving the reimbursement.

Commissioner Stamper stated the contract amount is \$448,229.00. He stated this recommendation is for the County Commission to enter into a contract for construction and replacement of the bridge on Zumwalt Road with Viebrock Construction and Equipment, Inc.

Commissioner Miller stated this is a regional project, a cooperative agreement with Callaway County has been entered into share the local match.

Commissioner Stamper requested the Deputy County Clerk to schedule this agenda item for the next meeting for a second reading and an appropriate order for approval.

**Subject: Personnel Advisory Committee Update**

**Betty Dickneite, Director of Human Resources, present on behalf of these items.**

**A. Recommendation regarding the usage of MARCIT refund to increase County's match for employees for 2002 by \$3.00 per pay period to Deferred Compensation**

Betty Dickneite stated a portion of the MARCIT refund from last year, in the amount of \$30,000, has been recommended by the committee to increase the County's deferred comp match for 2002. She stated the proposal is for \$3.00 per pay period to be used for each employee and deposited into the deferred compensation program. Ms. Dickneite stated this recommendation was brought to the table by Wendy Noren, Boone County Clerk.

Commissioner Stamper stated the Commission has heard some reservations from the Auditor's Office on this concerning the idea of earmarking funds. Commissioner Stamper asked Ms. Dickneite if this was a unanimous vote at the PAC meeting. Ms. Dickneite stated of the members present at the meeting they voted unanimously on this item.

Commissioner Stamper stated that because the county employees participate in a high level of training and safety programs, the injury rate was low. He stated because of the low level of injuries, the County has been provided with a refund in the amount of around \$31,000.00. He stated the concept here is for the County to use this money on behalf of the employees who helped accomplish this.

Commissioner Miller stated this was a benefit and there is a benefits subcommittee. She asked Ms. Dickneite if this committee has been meeting at all and if this was their top recommendation. Ms. Dickneite stated this issue was not discussed by this subcommittee but there were several members at the meeting.

William Woodward stated that he realized that this was a savings for the County. Mr. Woodward asked if this money could be set back into a reserve to possibly lower future premiums.

Commissioner Stamper stated he did not have an answer to this question.

Betty Dickneite stated that according to MARCIT, 25% of this refund has to go for future loss control efforts.

There was no further discussion or public comment.

Commissioner Stamper requested this item be scheduled for a second hearing next Thursday, August 30.

**B. Recommendation regarding the authorization of payroll deduction for participation in the Missouri Savings for Tuition (MOST) Program**

Betty Dickneite stated the committee discussed this and voted unanimously in favor of beginning the payroll deduction as soon as possible. She stated this program is for educational purposes. She stated individuals could set aside as little \$15 per pay period to a maximum \$8,000 per year. Ms. Dickneite stated this program is not solely for children but could be for a family member, a friend, or yourself. She stated there are also tax savings with this program, if it is a payroll deduction the funds qualify for an exemption on Missouri State taxes taken out. She stated that there are also some savings when the money is withdrawn.

Commissioner Stamper requested that this item be scheduled for a second hearing next Thursday, August 30.

Commissioner Miller asked that the Information Technology Department be informed to evaluate what kind of programming would be needed for this deduction.

**Subject: Purchasing Department – First Reading of Surplus Property for Disposal**

Sarah Bailey, Purchasing Department, present on behalf of this item.

Sarah Bailey stated the Purchasing Department is requesting approval to dispose of the items listed. The list was given to the Commissioners. Miss Bailey stated the Purchasing Department is requesting the disposal of these items through Kemper Auction.

Commissioner Miller asked Miss Bailey if all office holders had looked at the list. Miss Bailey stated that she would be distributing the list via e-mail today.

Commissioner Miller asked if they would be contacted when this would be ready for a second reading. Miss Bailey stated yes.

There was no further discussion or public comment.

Commissioner Stamper stated that this is a first reading of items being requested for disposal by auction and the Commission would wait to hear from Miss Bailey before scheduling a second reading on this item.

**Subject: Second Reading and Approval of Agreement of Tax Collection for the City of Centralia**

Commissioner Stamper stated this item has been negotiated and approved by the City of Centralia to allow the County to collect the taxes for the City of Centralia.

Commissioner Stamper moved to approve the agreement for the collections of taxes for the City of Centralia.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 380-2001.**

**Subject: GIS Department – First Reading of Budget Revision**

Ross Short, GIS Department Manager, present on behalf of this matter.

Ross Short stated this budget revision is to transfer funds from the GIS Consortium Budget 1175 account 91301 (Computer Hardware), where there is \$16,000 available, to budget item account 10110 (Overtime). Mr. Short stated the transfer would be in the amount of \$1,836.00 for overtime money spent earlier this year.

Commissioner Miller asked Mr. Short if he has spoken with the Consortium members to get their

concurrence on this issue. Mr. Short stated no. Commissioner Miller stated that she would like to table this item until there is concurrence from both agencies that are part of this Consortium.

Commissioner Stamper stated this item has been first read and tabled until the time the concurrence has been articulated.

There was no further discussion or public comment.

**Subject: Signature Authorization – CDB Grant**

Commissioner Stamper moved to authorize the Presiding Commissioner, the Boone County Auditor, and the Boone County Treasurer to sign all requests for funds documents for the Fairway Meadows and ABC Labs Community Development Block Grants.

Commissioner Miller seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 381-2001.**

**Subject: Second Reading for disposal of county assets (one personal computer)**

Commissioner Miller moved to authorize the Commission to reassign the attached County asset, a personal computer, to use at the Blind Boone and Bear Creek Community Facilities for youth and adult activities.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 382-2001**

Commissioner Stamper suspended all Commission Reports until the meeting Tuesday August 28.

There was no public comment.

The meeting was adjourned at 2:29 p.m.

Attest:

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Don Stamper  
Presiding Commissioner

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Wendy S. Noren  
Clerk of the County Commission

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Karen M. Miller  
District I Commissioner

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Skip Elkin  
District II Commissioner