

TERM OF COMMISSION: October Session of the August Adjourned Term

PLACE OF MEETING: Roger B. Wilson 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 9:34 a.m.

Subject: Update from Community Storm Water Committee – Jim Davis

Jim Davis and David Nichols, Design and Construction Manager, were present on behalf of this item.

David Nichols stated the County has an educational component contract with Jim Davis and thought the Commission should be given an update on where the project stands to date.

Jim Davis presented the Commission with an update on the progress of the Community Storm Water Committee. The Committee has developed educational materials and the brochure has been updated. The Committee has sponsored and attended many community events. They are working on a web page and have received a lot of newspaper coverage.

Commissioner Miller stated the brochure is very good for people to understand what the Committee is trying to do.

Mr. Nichols stated the brochure is similar to what other communities and programs are doing. Boone County is not quite at the same level as some of the other bigger communities but is further along than smaller communities.

He noted it appears that all of Boone County may be included in Phase II but they are unsure as of now. It is determined by areas being urbanized and the population of the area. There has been no commitment to this. There is a possibility that the entire county except for the Bourbon Township maybe included. To have this township included would take a petition to the Department of Natural Resources (DNR). If this is true, then the educational component will have to be expanded to include these areas.

Commissioner Elkin asked who makes the determination of what is or is not included. Mr. Nichols stated DNR makes the determination but they will not make a commitment as of yet.

Commission Miller stated this seems unfair and will be discussing this with DNR during their meeting.

Mr. Nichols stated the educational component for next year will have to be expanded.

Mr. Davis stated this was discussed last year about expanding the educational component. He asked if Centralia will be included in this.

Mr. Nichols stated he has not received a clear answer about Centralia.

Commissioner Miller recommended Mr. Davis contact the Chambers of Commerce to do a presentation for the Governmental Affairs Committee.

Commissioner Stamper noted the Commission will be holding a meeting on October 30, 2002 with all Boone County Chambers of Commerce and City Councils.

There was discussion about the possible need next year for additional funding for staff and the interest of the communities that will be involved.

There was no further discussion on this issue.

Subject: Purchasing Department

Melinda Bobbitt, Purchasing Department Director and Marlene Ridgeway, Purchasing Department Buyer, were present on behalf of this item.

A. Second Reading and Award of Bid 59-18SEP02 (Electrical Services Term and Supply)

Melinda Bobbitt stated Purchasing and Facilities Maintenance recommend award to Butler Supply and WW Grainger. It is also recommended that the non-exclusive U.S. Communities agreement be signed, which will be utilized as a backup for electrical supplies, with Graybar.

Commissioner Elkin moved to award bid 59-18SEP02 for Electrical Services Term and Supply as follows:

- **Butler Supply:** Section 4.7 Electric Wire, Section 4.8 Rubber Covered Cord, Section 4.9 Shielded Cable, Section 4.10 Conduit, Section 4.11 Connectors and Straps, Section 4.12 Boxes, Poles, Receptacles, Section 4.13 Ballasts
- **WW Grainger:** Section 4.14 Light Bulbs

The County Commission of the County of Boone does hereby approve the non-exclusive

U.S. Communities Agreement with Graybar.

Commissioner Miller seconded the motion.

Commissioner Miller stated the non-exclusive U.S. Communities agreement is a NACo partnership which has helped local governments in many aspects of purchasing.

There was no further discussion and no public comment.

The motion passed 3-0. **Order 443-2002**

B. Second Reading and Award of Bid 55-26SEP02 (2002 Bank Stabilization Projects)

Marlene Ridgeway stated the Public Works and Purchasing Department recommend award to C.L. Richardson Construction Company. The contract cost is \$70,065.28.

Commissioner Miller asked when the work will begin. David Nichols stated after the insurance is received, a pre-construction meeting will be scheduled. They want to begin work on Smith Hatchery and will need to have that road closed for 7 to 10 days.

Other roads that will be a part of this project are Hart Creek, Jemerson Creek, and Nichols Road.

Mr. Nichols noted they are all FEMA reimbursed projects.

Commissioner Miller moved to award bid 55-26SEP02 for 2002 Bank Stabilization Projects to C.L. Richardson Construction Company.

Commissioner Elkin seconded the motion.

Commissioner Stamper noted the reason for the delay for this was waiting for FEMA to make determination on the damage. Commissioner Miller added the Army Corps of Engineers and DNR permits also were a reason for the delay.

There was no further discussion and no public comment.

The motion passed 3-0. **Order 444-2002**

C. Second Reading and Approval of Disposal of Surplus

Marlene Ridgeway stated the Department is recommending the list of surplus be disposed through Kemper Auction Service.

Commissioner Elkin moved to authorize the disposal of surplus property to Kemper Auction as listed on the October 4, 2002 memorandum from the Purchasing Department.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 445-2002**

D. First Reading of Bid 64-24SEP02 (Digitizer)

Marlene Ridgeway stated she and the GIS and Information Technology Departments have reviewed the bids submitted and recommend award to DLT Solutions, Inc. for having the lowest and best bid meeting the minimum specifications. The contract cost is \$4,653.00 to be paid from organization 1176 account 91301. The amount budgeted for this item was \$5,300.00.

There was no discussion on this issue.

Commissioner Stamper 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 63-01OCT02 (Metal Culvert Pipe Term and Supply)

Marlene Ridgeway stated she and the Public Works Department have reviewed the two bids submitted and recommend award to Metal Culvert, Inc. for having the lowest and best bid meeting the minimum specifications. This is a term and supply contract with two possible renewals.

Commissioner Miller asked if this was also a cooperative bid. Mrs. Ridgeway stated that was correct.

There was no further discussion on this issue.

Commissioner Stamper 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 of Bid 58-18SEP02 (Printer Toner Term and Supply)

Melinda Bobbitt stated the bid for Printer Toner Term and Supply was issued on August 28, 2002 and closed on September 18, 2002. Eleven bids were received. Upon the completion of the bid evaluation, Information Technology and Purchasing recommend

award to cmi of Columbia, MO for both of their bids submitted. One of their bids is for OEM toner and the other is for compatibles. This is a county-wide term and supply contract with Information Technology as the primary user, department 1170, account 23018 – Printer Supplies.

The contract will run through October 31, 2003 and may be renewed for four, one-year periods. There are no requisitions as this is a Term and Supply contract.

There was no discussion on this issue.

Commissioner Stamper 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.

Subject: Facilities Maintenance – Second Reading and Approval of Contracts

Ken Roberts, Facilities Maintenance Manager, was present on behalf of this item.

Ken Roberts stated these are non-binding contracts and can only be used at the discretion of the County. When there is a pre-qualified architect available, it does speed up the bidding process and move the projects forward.

Commissioner Miller moved to approve General Consultant Services Agreement with the following:

- Chinn and Associates
- RTI Consultants

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 446-2002**

Subject: Information Technology – Second Reading and Approval of Budget Revisions and Disposal of County Property

Commissioner Miller moved to approve the following budget revision:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT DECREASE	AMOUNT INCREASE
1170-71100: Information Technology – Outside Services	\$6,314.00	

1170-91100: Information Technology – Furniture and Fixtures		\$5,234.00
1170-91301: Information Technology – Computer Hardware		\$1,080.00

Said budget revision is for the purchase of office equipment and supplies for a new senior programmer/analyst position.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 447-2002**

Commissioner Miller moved to approve the following budget revision:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT DECREASE	AMOUNT INCREASE
1170-91302: Information Technology – Computer Software	\$745.00	
1170-92302: Information Technology		\$745.00

Said budget revision is for Affirmative Action Software upgrade for the Human Resources Department.

The County Commission of the County of Boone does hereby authorize the disposal of Affirmative Action Software, fixed asset tag #10841.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 448-2002**

Subject: First Reading for Approval of Fireworks Display on County Property

Commissioner Miller stated First Night Columbia has a fireworks display every year on New Year’s Eve. The County requires insurance to be taken out in the County’s name. This is something that is done every year. This is a request to be able to hold the fireworks display and acquire the necessary insurance.

There was no further discussion on this issue.

Commissioner Stamper 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 (Republican Campaign Rally)

Commissioner Miller moved to authorize use of courthouse grounds on October 27, 2002 from 1:30 to 4:00 p.m. for the Republican Campaign Rally sponsored by the Boone County Republican Central Committee.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 449-2002**

Subject: Appointment to Senior Board

Commissioner Elkin moved to appoint Marjorie Motley to the Boone County Senior Board for a term to expire on October 14, 2006.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 450-2002**

Subject: Authorize Signatures on Letter of Support for Columbia Housing Authority

Commissioner Stamper moved to authorize the Commission to sign the letter of support for the Columbia Housing Authority's project for affordable housing.

Commission Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 451-2002**

Commissioner Reports

Commissioner Stamper

Boone Electric Cooperative C.A.S.H. Program

Commissioner Stamper noted the beginning balance of the C.A.S.H. Program in September was \$67,870.31. Donations were \$2,163.22 and disbursements were \$3,659.40. The end balance was \$65,653.67.

The H.E.L.P. Program beginning balance in August was \$19,752.03. Donations were \$1,589.31 and disbursements were \$4,150.13. The end balance was \$17,191.21.

Memo from Hillcreek Neighborhood Association

Commissioner Stamper stated he received a memo from the Hillcreek Neighborhood Association. They have requested to be removed from the Animal Control Services. This request has been forwarded to John Patton, County Counsel, for his review and response. This will come back forward as an agenda item after Mr. Patton has reviewed the request.

Commissioner Elkin asked if this kind of request has ever been made before. Commissioners Stamper and Miller stated no they had not seen this before.

Commissioner Miller stated she was not excited about this request because they are in the Urban Service Area. This could lead to difficulties for Animal Control if certain neighborhoods are not in the Urban Service Area.

Commissioner Stamper stated there are circumstances in this neighborhood resulting in this request. He asked Mr. Patton, in a memo, if this was assumed when the Animal Ordinance was approved.

Notice of Voluntary Annexation

Commissioner Stamper stated the County has received notice of a voluntary annexation of approximately 11.10 acres of land owned by Mark K. and Debbie A. Swanson, located on the south side of Highlands Court, west of Bentpath Drive.

HMEP Funding

Commissioner Stamper stated the County has received \$520.51 from the Hazardous Material Emergency Preparedness (HMEP) Funds.

Commissioner Miller

None to report at this time

Commissioner Elkin

None to report at this time

Commissioner Stamper requested a discussion on the Burr Oak Stables Conditional Use Permit be scheduled for the October 24, 2002 Commission meeting.

There was no public comment.

The meeting adjourned at 10:02 a.m.

Attest:

Don Stamper
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner