

TERM OF COMMISSION: December Session of the November 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  
County Counsel John Patton  
Deputy County Clerk Shawna Victor

The meeting was called to order at 9:33 a.m.

**Subject: Purchasing Department**

Melinda Bobbitt, Purchasing Department Director, and Captain Beverly Braun, were present on behalf of these items.

**A. Second Reading and Award of Bid 66-12NOV02 (Law Enforcement Uniforms and Equipment)**

Melinda Bobbitt stated the Purchasing Department recommends award of this bid to three vendors for separate line items.

Commissioner Elkin moved to award bid 66-12NOV02 for Law Enforcement Uniforms and Equipment as follows:

Leon Uniform Company

- Item 4.11.1 – Long Sleeve Shirts
- 4.11.2 – Short Sleeve Shirts
- 4.11.3 – Ties
- 4.11.5 – Waterproof Duty Jacket
- 4.11.6. – Long Sleeved Polo Shirts
- 4.11.7. – Short Sleeved Polo Shirts
- 4.11.8. – Corrections Trousers
- 4.11.9. – Short Field Jacket
- 4.12.1. to 4.12.8 – Patches and Badges

J. B. Battle Uniform

- Item 4.11.4. – Trousers

Law Enforcement

- Item 4.11.3 – Turtle neck Shirts
- 4.11.10 – Winter Hat

- 4.11.11. – Summer Hat
- 4.11.12. – Reversible Raincoat

Commissioner Miller seconded the motion.

Commissioner Elkin asked why Item 4.11.3 was awarded as ties to Leon Uniform Company and as Turtleneck Shirts to Law Enforcement. Mrs. Bobbitt stated this was an error by the Purchasing Department on the bid tabulation but the award for ties and turtleneck shirts is correct.

There was no further discussion and no public comment.

The motion passed 3-0. **Order 535-2002**

**B. First Reading to Award Bid 72-12NOV02 (Digital Dictation System) and Budget Amendment**

Melinda Bobbitt stated the proposal for a Digital Dictation System was issued on October 21, 2002 and closed on November 12, 2002. Two proposals were received and evaluated by an evaluation committee consisting of Captain Beverly Braun, Major O.J. Stone, Lieutenant Kevin Merritt, and Jennifer Basham from the Sheriff's Department. Upon the completion of the proposal evaluation, the committee recommends award to BusComm Incorporated for submitting the best and low proposal meeting the minimum specifications.

The Evaluation Report prepared by the Committee, the Proposal Tabulation and a Budget Amendment submitted by the Sheriff's Department were presented for the Commission's review.

The total cost of contract to include delivery, installation, training, and maintenance for the period December 23, 2002 through March 22, 2003 is \$38,016.00. Five one-year maintenance renewals are included at the following prices:

- 1<sup>st</sup> Renewal: March 23, 2003 to March 22, 2004 - \$6,070.00
- 2<sup>nd</sup> Renewal: March 23, 2004 to March 22, 2005 - \$6,373.50
- 3<sup>rd</sup> Renewal: March 23, 2005 to March 22, 2006 - \$7,010.85
- 4<sup>th</sup> Renewal: March 23, 2006 to March 22, 2007 - \$8,062.48
- 5<sup>th</sup> Renewal: March 23, 2007 to March 22, 2008 - \$9,674.98

This is to be paid from department 2530 accounts 91301, 60250, 37210, 23850.

The budget amendment is to establish a budget for block grant and forfeiture funds to purchase the Dictation System for the Sheriff's Department officers to dictate their reports. This will result in additional time for patrol duties versus typing the narrative

portion of their reports.

Commissioner Stamper asked if this was a budgeted acquisition. Captain Braun stated this will be purchased with block grant funds and forfeiture funds. She noted before the department moved into its current location, there was a dictation system. This system became outdated and the department changed their software. The purpose of this purchase is to keep the officers on the streets. The dictation equipment will allow the officers to do the dictation of their reports over the telephone and the reports will be typed up by the records clerks.

Commissioner Miller asked if the maintenance will be paid by the block grant funds. Captain Braun stated that was correct.

Commissioner Stamper noted the maintenance is excessive and is 18% of the purchase cost in the second year and climbs to 25%. Captain Braun stated there were only two proposals received.

Commissioner Miller asked if the maintenance was calculated into the evaluation. Mrs. Bobbitt stated that was correct.

There was no further discussion on this item.

Commissioner Stamper stated this is a first reading and requested the Deputy County Clerk to schedule the award of bid and approval of budget amendment at the next available meeting after the required 10-day waiting period with an appropriate order for award and approval.

**Subject: Central Missouri Counties Human Development Corporation – Second Reading and Approval of Section 8 HUD Fiscal Year 2004 Budget**

Commissioner Stamper moved to authorize the Presiding Commissioner to sign the following documents:

- Requisition for Partial Payment of Annual Contributions
- Estimate of Total Required Annual Contributions
- Disclosure of Lobbying Activities
- Certification of Payments to Influence Federal Transactions

Said documents are for Section 8 HUD FY2004 Budget.

There was no discussion and no public comment.

The motion passed 3-0. **Order 536-2002**

**Subject: Public Works – Second Reading and Approval of Variance Request from the Road and Bridge Advisory Committee**

Commissioner Miller stated Mr. Regan came to the County Commission for a rezoning request and this request was approved. Mr. Regan is building an agricultural business for retail. The topography and the property itself did not allow for the 150' requirement between driveways. The Road and Bridge Advisory Committee agreed this was a reasonable request for a variance.

Commissioner Miller moved to approve the following Variance Request of Mr. Bill Regan of Regan's Riverhill Gardens, LLC.

To allow the southern driveway of the property to be installed 120 feet from another drive, rather than the 150' required by Boone County Specifications.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 537-2002**

**Subject: Second Reading and Approval of Codification of Boone County Health Regulations**

John Patton, County Counsel, stated there were originally six chapters of the Health Regulations that have been adopted, revised and amended from time to time over a ten year period and it became confusing for the Health Department and others to try to delineate what was in effect and what was not. The Health Department requested the regulations be codified. There is a new chapter one, which authorizes the County Clerk to maintain the code and make non-substantive revisions to make the regulations complete and understandable. Some of the boiler plate that was contained in each chapter has been removed from those chapters and placed in chapter one. There have also been minor wording changes.

There was no further discussion on this item.

Commissioner Elkin moved to approve and adopt the orders in series as follows and authorize the Presiding Commissioner to sign the same on behalf on the County Commission:

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

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 538-2002**

**Subject: Accept Resignation of Board of Adjustment Member**

Commissioner Elkin moved to accept the resignation of Kay Clementz from the Boone County Board of Adjustment effective December 31, 2002.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 539-2002**

**Subject: Public Hearing – Options for Commission Redistricting**

Commissioner Miller stated she took the maps to Southern Boone County Fire Protection District on December 16, 2002. The comments she received were that proposal #2 was the best. This is the proposal she and Commissioner Elkin have consensus on.

Commissioner Miller stated the portion around the Rock Bridge State Park area would make sense to name that township Rock Bridge. They are looking for a name for the southern portion of Cedar Township and the portion closest to the City of Columbia in the Missouri Township. A recommendation was made to see what the name of the bend in the Missouri River is and possibly name that township after the bend in the river, if it is named.

**Commissioner Reports**

*Commissioner Stamper*

*Missouri Uniform Classification and Pay System Employee Benefits*

Commissioner Stamper stated Captain Braun made a suggestion that the County provide a benefits sheet for employees. This information could be made available to the employees about retirement, social security, health insurance, life insurance, and long term disability.

Commissioner Stamper forwarded this packet to Presiding Commission-Elect Keith Schnarre for further review.

*Notice of Voluntary Annexation*

Commissioner Stamper stated the County has been notified of a voluntary annexation of approximately 1,950 square feet of land owned by the City of Columbia, located on the south side of Brown Station Road, approximately one half mile west of State Route 763.

Commissioner Elkin stated this land had been owned by Public Water Supply No. 1 well house.

Commissioner Stamper noted he attended the City Council meeting and there was discussion about the voluntary annexation Rock Bridge State Park. He believes the County should have a part in this discussion because there is some reluctance on behalf of the State due to liability and other issues. He believes discussions with the Department of Natural Resources should take place about this issue.

*Photographs of Courthouse*

Commissioner Stamper stated Dr. Jim Denninghoff took two photographs of the Courthouse. These photographs will be forwarded to Mr. Perry at the Courthouse.

*Commissioner Miller*

*Growth in the Heartland, Missouri Commission on Intergovernmental Cooperation*

Commissioner Miller stated she attended a presentation by the Brookings Institute, which was hired by the Kauffman Foundation in Kansas City, to complete a study of Growth in the Heartland. This study was to show the challenges and benefits of growth in the State and made some recommendations to the State as to items the State should consider doing in order to get the most for their infrastructure investment.

Commissioner Miller participated on a panel for this item. She noted Dr. Jim Scott from the University Truman School and David Warm from Regional Council of Kansas City also participated on the panel. There was a lot of discussion about how to begin the dialogue across the State.

The study showed that the smaller cities, Joplin, St. Joseph, Springfield/Greene County, and Columbia/Boone County, were growing at a much faster rate than the urban cores of Kansas City and St. Louis. Columbia was really the only city in the study that grew in the city faster than it grew in the unincorporated area.

She received several other reports at this meeting and forwarded them to Hank Waters at the Tribune, Ray Beck at the City, and Vicki Pratt at REDI.

She believes the reason for this positive growth is because of the change in policies the County made to set standards the same as the City of Columbia. Also, there is still a need for affordable housing in the City of Columbia.

Commissioner Miller forwarded a copy of the Growth in the Heartland report to Commissioner Elkin, Presiding Commission-Elect Schnarre, and the Planning Staff. This report is also available in the Commission Office.

Commissioner Stamper noted that one reason Columbia seems to be growing at a large rate is because of the voluntary annexations.

Commissioner Miller noted the Missouri Commission on Intergovernmental Cooperation had made recommendations similar to those recommendations made in the Growth in the Heartland Study about changing County Planning Regulations, and the Annexation statutes.

*Commissioner Elkin*

No reports at this time.

Commissioner Stamper stated he attended the Health Department hearing with the City of Columbia on December 16, 2002. The Council voted to proceed with the process and the next step will be to begin the bidding process. There was discussions about the estimates from the architect as high, with the County's portion for the remodeling costs of \$86 per square foot.

Commissioner Stamper stated he toured the Atkins' property that was donated to the County and the City.

There was no public comment.

The meeting adjourned at 10:03 a.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