

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
Deputy County Clerk Shawna Victor

The meeting was called to order at 1:34 p.m.

Subject: Purchasing Department

Melinda Bobbitt, Purchasing Department Director, was present on behalf of these items.

A. Second Reading and Award of Bid 84-12DEC02 (Harold Cunningham Road Slope Failure Project) and Budget Revision

Melinda Bobbitt stated the department recommends award to Boone Construction Company for having the lowest and best bid meeting the minimum requirements. The total contract price is \$169,328.60.

Commissioner Miller noted this is a FEMA reimbursable project so the County should receive most of the money back for repairs to this road.

Commissioner Miller moved to approve the following budget revision:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT DECREASE	AMOUNT INCREASE
2045-86800: Public Works Design and Construction - Emergency	\$100,000.00	
2045-71100: Public Works Design and Construction – Outside Services		\$100,000.00

Said budget revision is for the Harold Cunningham Road Slope Failure Project.

The County Commission of the County of Boone does hereby award bid 84-12DEC02 for the Harold Cunningham Road Slope Failure Project to Boone Construction Company.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 542-2002**

B. Second Reading and Award of Bid MM36 (Hot Bituminous Asphalt)

Melinda Bobbitt stated the department recommends award to APAC for all items responded to and QPR, Division of Lafarge for item 3B, high performance cold patch. This is a term and supply contract to run from January 1, 2003 to December 31, 2003.

Commissioner Elkin moved to award bid MM36 for Hot Bituminous Asphalt to the following per the recommendation of the Purchasing Department:

- APAC Missouri, Inc for all items responded to, and
- QPR, Division of Lafarge for Unique Paving Materials

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 543-2002**

C. Second Reading and Award of Bid 87-10DEC02 (Waste Collection System)

Melinda Bobbitt stated the department recommends award to Superior/Onyx. The department only received one bid and after comparing this bid to the past prices, there was little change. This is a term and supply contract.

Commissioner Elkin moved to award bid 87-10DEC02 for Waste Collection System to Superior/Onyx.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 544-2002**

Subject: Court Administration – First Reading of Budget Revision

Robert Perry, Court Administrator, was present on behalf of this item.

Robert Perry stated this is a budget revision for jury services/court costs budget. Funds have been moved within the budget but the department is still short on funding.

Commissioner Stamper asked what the total budget is of the jury services/court costs budget. Mr. Perry stated \$226,400 is the total budget for the year.

There was discussion about court cases that have a change of venue and which county pays for the jury services. Mr. Perry stated Boone County pays for the costs but is reimbursed by the County which the case has been changed from.

There was no further discussion on this item.

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.

Mr. Perry thanked Commissioner Stamper and the opportunity he has had to work with him over the past twelve years.

Subject: Planning and Building Inspections

Stan Shawver, Planning and Building Inspections Director, was present on behalf of these items.

A. Second Reading and Approval of Naming a Previously Unnamed Road

Stan Shawver stated the department received a petition to name a previously unnamed road that runs north off Calvin Drive.

Commissioner Miller asked if there has been a policy established to place different color signs on roads that are not County maintained roads.

Commissioner Elkin stated he believes this will begin January 1, 2003. The signs will be white with black lettering.

Commissioner Miller moved to approve the request to name an unnamed road which is currently privately owned and maintained to Lost Cabin Road, per the recommendation of the department.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 545-2002**

B. First Reading of Budget Revision for Building Codes Department

C. First Reading of Budget Revision for Planning Department

Stan Shawver stated these budget revisions for overtime expenses that exceeded the allocation for the year.

There was no further discussion on these items.

Commissioner Stamper stated this is a first reading and requested the Deputy County Clerk to schedule these items for a second reading at the next available meeting with an appropriate order for approval.

Subject: Public Works

David Piest, County Surveyor, was present on behalf of these items.

A. Second Reading to Accept Following Roadway

i. Crestwood Hills Subdivision

Commissioner Miller moved to approve the following:

Whereas, the County has examined, constructed within their appropriate 50-foot rights-of-way as dedicated on the final plat of Crestwood Hills Subdivision, recorded in Plat Book 10, Page 111, and a Lot rearrangement being recorded in and Book 30, Page 44 of the Boone County, Missouri records, and

Whereas, the county finds that the above described roads have been constructed in accordance with plans approved by the Boone County Public Works Department and in compliance with Boone County Roadway Regulations as attested by the Roadway Maintenance Acceptance Certificate for said roadways,

Now therefore it is ordered, that the County Commission authorizes the Presiding Commissioner to sign the Roadway Maintenance Acceptance Certificate for said roads on behalf of the County Commission and further assumes responsibility for the maintenance and control of these roads from and after the date of this order, and

It is also ordered, that this order be certified by the County Clerk and be recorded in the Office of the Recorder of Deeds.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 546-2002**

ii. Trade Center Drive

Commissioner Miller moved to approve the following:

Whereas, the County has examined the westerly 121-foot long section of Trade Center Drive, constructed within its appropriate right-of-way as dedicated on the final plat of I-70 Trade Center Plat 2, recorded in Plat Book 36, Page 11, of the Boone County, Missouri records, and

Whereas, the county finds that the above described road has been constructed in accordance with plans approved by the Boone County Public Works Department in compliance with Boone County Roadway Regulations as attested by the Roadway Maintenance Acceptance Certificate for said roadway,

Now therefore it is ordered, that the County Commission authorizes the Presiding Commissioner to sign the Roadway Maintenance Acceptance Certificate for this section of Trade Center Drive, on behalf of the County Commission and further assumes responsibility for the maintenance and control of this road from and after the date of this order, and

It is also ordered, that this order be certified by the County Clerk and be recorded in the Office of the Recorder of Deeds.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 547-2002**

B. Second Reading and Approval of Contract with the Boone County Regional Sewer District

Commissioner Elkin noted this contract is for the Sewer District to take over maintenance of the lagoon at Public Works.

Commissioner Elkin moved to approve the contract between the Boone County Regional Sewer District and the County of Boone pending the approval of the 2003 Budget by the Boone County Commission.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 548-2002**

C. First Reading for Acceptance of Easements

David Piest stated the department has been collecting easements for administrative surveys over the past few years. This procedure was established to eliminate the smaller minor subdivision plats of one, two, or three lots. These easements have been collected for utility and roadway purposes. These documents will eventually be entered into the County's GIS System and the County's Road Inventory System.

Mr. Piest noted the list of easements is available in the County Clerk's Office as well as the Public Works Department

Commissioner Miller asked if this document will be recorded when the easements are formally accepted. Mr. Piest stated the documents have been recorded at the expense of the landowner or surveyor in conjunction with the recording of the plats.

There was no further discussion on this item.

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: First Reading of Budget Amendment for Health Insurance Administration

Commissioner Stamper stated this budget amendment from the Health Trust. This amendment is for internal service charges, long term interest, prescription drug claims, and administrative charges for the health insurance administration because these funds were higher than originally budgeted.

Commissioner Miller stated she believes there should be a transfer to this account for 2003.

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

Subject: Assessor's Office – First Reading of Budget Revision

Jacki Davidson, Chief Deputy Assessor, was present on behalf of this item.

Jacki Davidson stated this is a budget revision to cover the cost to replace a broken digital camera, broken color printer and to purchase software for the printer.

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: Clerk's Office – First Reading of Budget Revision

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

Wendy Noren stated this budget revision is for the Records Management department to cover microfilm expense not reimbursed by the Local Records Grant. She noted there was an additional 190,000 documents microfilmed.

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: First Reading of Township Names, Legal Description of Redistricting Proposal, and Adoption of Redistricting Proposal

Commissioner Miller stated she has taken the proposals to several places in the County and received no comments.

Ms. Noren stated the Commission needs to make a decision between the two options presented. First, there should be a Commission Order for the townships because the Commission Districts have to follow township lines. An Order should be drafted to add three new townships and the names of the new townships.

The Commission showed a preference to option #2.

Ms. Noren stated this is a first reading on a Commission Order to add three new townships and create the legal descriptions for the areas number 1 through 5 and their names.

Commissioner Miller stated the recommended township names are:

- Township 1: Katy
- Township 2: Missouri
- Township 3: Rock Bridge
- Township 4: Three Creeks
- Township 5: Cedar

There was no objection by the Commission to these recommendations and no public comment.

Ms. Noren stated there will also be an amendment to change the boundary of Rock Fork township. The Commission needs to decide whether to move the section that will be added to Commission District II to Rocky Fork Township or Columbia Township. She noted Columbia Township is larger in population than Rocky Fork.

Commissioner Miller and Commissioner Elkin prefer to move the portion to Columbia Township.

Ms. Noren noted there will be a Commission Order to amend the boundary of Columbia Township line, with the west boundary being Highway 763, following a line south to I-70.

Commissioner Stamper stated the Commission accepts version #2 for the Commission Redistricting option, accept the recommendation for township names and adjustments of township boundaries.

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.

Commissioner Stamper thanked Ms. Noren for her work with this item.

Subject: First Reading of Contract with University Board of Curators (Medical Examiner)

Commissioner Stamper stated the Commission has received a contract from the University for Medical Examiner services. This draft contract was created out of a meeting with a representative from the Commission Office, the Prosecutor's Office, the University Pathology Department, and other parties. There have been some adjustments made to this draft to include the services of a forensic pathologist and other items for clarification of the County's needs. There has been an additional item added to involve the University in the selection of a Death Investigator and provider of Morgue Services.

There was no further discussion on this item.

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.

Commissioner Stamper requested the Morgue Services and Death Investigator Services be placed as a Request for Proposals (RFP). This would include the notification of the current contractor of the Commission's intent to cancel the current contract effective with the award of the next contract. With the consensus of the Commission, Commissioner Stamper will write a letter as a notification of the Commission's intent.

Subject: Appointments to Boards or Commissions

Commissioner Stamper moved to approve the following reappointments:

NAME	BOARD/COMMISSION	TERM EXPIRATION DATE
Annabella C. Gafke	Boone County Vicious Dog Board	November 30, 2005
Elaine S. Larson	Mental Health Board	November 30, 2005
Russell A. Williams	Boone County Group Homes	December 31, 2005
James R. Westerfield	Boone County Building Codes Commission	October 31, 2004
Sarah A. Coats	Community Services Advisory Council	December 31, 2005

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 549-2002**

Commissioner Reports

Commissioner Stamper

Notice of Voluntary Annexation

Commissioner Stamper stated the County has been notified of a voluntary annexation of 10 acres of land owned by the City of Columbia, located generally west of Scott Boulevard and south of Rainbow Trout Drive.

Boone County National Bank Annual Ornament

Commissioner Stamper stated Boone County National Bank Annual Ornament is the Burr Oak Tree located at the Missouri River.

Commissioner Miller

Report of Industrial Development Authority

Commissioner Miller the Industrial Development Authority held their annual meeting and their annual report was presented. There was an increase in revenue of \$10,893.00.

Commissioner Elkin

No reports at this time.

There was discussion of agenda items for the Commission meetings for the remainder of

the year.

There was no public comment.

The meeting adjourned at 2:11 p.m.

Attest:

Wendy S. Noren
Clerk of the County Commission

Don Stamper
Presiding Commissioner

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner