

TERM OF COMMISSION: March Session of the February Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center
Commission Chambers

PRESENT WERE: Presiding Commissioner Keith Schnarre
District I Commissioner Karen M. Miller
Deputy County Clerk Shawna Victor

The meeting was called to order at 1:31 p.m.

Subject: Purchasing Department

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

Melinda Bobbitt stated Public Works and Purchasing recommend a Primary/Secondary/Tertiary award for this bid. This will be paid out of organization 2040 (Public Works Maintenance Operations) account 71700 (Equipment Rentals) and \$123,680.00 has been budgeted for this item.

Commissioner Miller moved to award bid 13-25FEB03 for the Lease of Road Construction Equipment as follows per the recommendation of the Purchasing and Public Works Departments:

- Line Item 4.7.1 Self-Propelled Single Smooth Drum Vibratory Roller: **Primary Award** – Hertz Co., **Secondary Award** – United Rentals, **Tertiary Award** – Victor L. Phillips Co.
- Line Item 4.7.2 Self-Propelled Single Drum Padfoot Vibratory Roller: **Primary Award** – United Rentals, **Secondary Award** – Victor L. Phillips Co., **Tertiary Award** – Roland Machinery Co.
- Line Item 4.7.3 Self-Propelled Pneumatic Roller Compactor: **Primary Award** – Victor L. Phillips Co., **Secondary Award** – Tri-State Construction Equipment Co.
- Line Item 4.7.4 Crawler Dozer: **Primary Award** – Tri-State Construction Equipment Co., **Secondary Award** – Roland Machinery Co.
- Line Item 4.7.5 Trackhoe/Excavator w/Attachments: **Primary Award** – Roland Machinery Co., **Secondary Award** – Victor L. Phillips Co., **Tertiary Award** – Tri-State Construction Equipment Co.
- Line Item 4.7.6 Backhoe 4WD: **Primary Award** – Roland Machinery Co., **Secondary Award** – Victor L. Phillips Co., **Tertiary Award** – United Rentals
- Line Item 4.7.7 Self-Propelled Water Tanker Distributor: **Primary Award** – Hertz Co., **Secondary Award** – United Rentals, **Tertiary Award** – Victor L. Phillips Co.
- Line Item 4.7.8 Finishing Dozer: **Primary Award** – Tri-State Construction Equipment Co., **Secondary Award** – United Rentals, **Tertiary Award** – Victor L. Phillips

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 147-2003**

**B. Second Reading and Approval of City of Columbia Cooperative Bid 15/2002
(Drug and Alcohol Testing Services)**

Melinda Bobbitt stated this is a request to utilize the cooperative agreement with the City of Columbia for the Public Works Department (department 2040, account 71100). She noted the Sheriff's Department has also expressed an interest in seeing this contract.

Commissioner Schnarre moved to approve the City of Columbia Cooperative Bid 15/2002 for Drug and Alcohol Testing Services with Mid Missouri Drug Testing Collections.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 148-2003**

C. Second Reading and Approval to Dispose of Surplus Property

Melinda Bobbitt stated the Purchasing Department has identified items that are surplus and are in poor condition. The department is requesting disposal of this surplus property through Kemper Auction.

Commissioner Miller moved to authorize the disposal of surplus property to Kemper Auction as listed in the March 24, 2003 memo from the Purchasing Department.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 149-2003**

Subject: Public Works

**A. Second Reading and Approval of Contract with Harrington and Cortelyou, Inc.
(Bridge Inspections)**

Commissioner Miller stated this is for 15 bridges that do not fall under State inspection

process. These bridges have not been inspected for a number of years. The department requests the County to contract with Harrington and Cortelyou, Inc to do the inspections so the Public Works Department can prioritize the drainage structure improvements.

Commissioner Miller moved to approve the Proposal for Consultant Services with Harrington and Cortelyou, Inc for Bridge Inspections.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 150-2003**

B. First Reading to Approve Revisions to Roadway Regulations Chapter 2

John Watkins, Project Development Manager, was present on behalf of this item.

John Watkins stated the Design and Construction Department of Public Works is submitting these proposed changes to the current regulations. A notice has been placed in the newspaper. A notice has also been sent to contractors and developers regarding the changes. The department is requesting the second reading of this item be held on April 8, 2003 to allow for any public comment on these changes.

A summary has been submitted of the proposed changes to the regulations and also the proposed changes in each section of the regulations.

Commissioner Miller asked when the notice was sent to developers and contractors if the summary page was included. Mr. Watkins stated that is correct.

David Nichols, Design and Construction Manager, noted the developers and contractors can request the specific pages.

Mr. Watkins stated these proposed changes have been placed on file with the County Clerk's Office, Planning and Building Inspections Department, and Public Works Department for review.

Commissioner Miller asked if any feedback had been received. Mr. Watkins stated there has been none.

Mr. Nichols noted the comments that have been received are for clarification.

Commissioner Miller stated these changes are minimal and are more like clean up.

Mr. Nichols stated the changes are not significant enough to make an impact on what is

being done currently by the department. The Missouri Department of Transportation (MoDOT) does revise their regulations on a monthly basis. This is new to the Public Works Department to make changes. He believes the department only needs to make revisions on an annual basis.

There was no further discussion and no public comment 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 with an appropriate order for approval at the April 8, 2003 Commission meeting.

C. First Reading of Durk Road Agreement with Callaway County

David Nichols, Design and Construction Manager, was present on behalf of this item.

David Nichols stated the department has been working with Callaway County on some adjoining bridges that cross Cedar Creek. Durk Road has been looked at for several years as well as Maupin Bridge. Both bridges, to his knowledge, had the lowest rating in the County's MoDOT inventory. The department decided that it was time that both these structures needed to be upgraded. The department had started the paperwork for Maupin Bridge but found out later that Maupin Bridge is solely in Boone County.

An agreement has been worked out with Callaway County for the Durk Road Bridge. Callaway County will be responsible for upgrading the bridge and all future maintenance will go with that bridge to Callaway County. Currently, this bridge is in the Boone County inventory. It is a three ton posted bridge.

Callaway County is under design to upgrade and replace that structure. An agreement needs to be executed so when MoDOT transfers the inventory the bridge will become part of Callaway County's inventory. This is the first step in that process.

This agreement was drafted by John Patton, County Counselor, and is a maintenance authorization and lists a warranty deed for the easement around the structure.

Mr. Nichols noted the department is currently surveying the area with Callaway County. There will be a meeting on Monday, March 31, 2003, with the property owner, which there is only one property owner.

This is the first step to have Boone County transfer this bridge to Callaway County.

Maupin Bridge will remain in Boone County's inventory because of a shift in the County line due to the movement of the creek.

Also, there will be another contract at a later date for the shared cost agreement after

Callaway County has determined a total project cost for Durk Road Bridge.

Commissioner Miller noted the Callaway and Boone County Commissioners had a meeting about this earlier. At that time, Callaway County felt it was easier for them to build the bridge than to come up with the cash. Since the bridge will be transferred to their inventory, it makes sense that they took the lead on building the bridge. Boone County will give cash for their share of the bridge.

There was no further discussion and no public comment 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: Planning and Building Inspections – First Reading of Budget Revision

Stan Shawver, Planning and Zoning Director, was present on behalf of this item.

Stan Shawver stated when the Commission authorized a new employee for the department, all allocations for equipment and furniture were included but the message did not get passed along to the Information Technology Department to order a new personal computer. This budget revision is for the purchase of a new personal computer for the new employee.

In discussions with Information Technology about the specs for the new computer, the Planning Department was also scheduled to replace the Tangent computers, which the Building Inspectors use. The Information Technology department suggested shifting the computers the Planners currently have to the Building Inspectors and getting the newest computers that are GIS compatible and have flat screens for the Planners.

Mr. Shawver stated funds for this budget request are from savings of the new vehicle purchase and replacement vehicle purchase. There will also be funds coming in from the trade-in of the old vehicles but at this time the department does not have any plans for those funds.

Commissioner Schnarre noted this is a \$3,700 transfer between Information Technology and Building Codes budgets.

There was no further discussion and no public comment 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: Information Technology

Commissioner Schnarre moved to approve the following budget revision:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT DECREASE	AMOUNT INCREASE
1194-59105: Mail Services – Tires	\$600.00	
1194-59100: Mail Services – Vehicle Repairs	\$249.00	
1194-91100: Mail Services – Furniture and Fixtures		\$849.00

Said budget revision is for the purchase of a mail sorter to be placed in the 3rd floor Mailroom.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 151-2003**

Subject: County Counselor – Second Reading and Approval of Budget Revision

Commissioner Schnarre moved to approve the following budget revision:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT DECREASE	AMOUNT INCREASE
1126-23850: County Counselor – Materials/Supplies	\$275.00	
1126-91000: County Counselor – Office Equipment		\$275.00

Said budget revision is for the purchase of a fax machine.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 152-2003**

Subject: Second Reading and Public Hearing for Approval of Budget Amendment

(Local Emergency Planning Committee)

Commissioner Miller stated this budget amendment is for the purchase of Triage Equipment. The Local Emergency Planning Committee receives a grant from the State every year but the funds cannot be budgeted until the grant is awarded.

Commissioner Miller moved to approve the following budget amendment:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT INCREASE
2100-23050: Local Emergency Planning Committee – Other Supplies	\$3,000.00

Said budget amendment is for the Local Emergency Planning Committee to establish a budget for the purchase of Triage Equipment.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 153-2003**

Subject: Authorize Use of Courthouse Grounds

A. Youth Concert

Commissioner Schnarre moved to authorize the use of the Courthouse Grounds on June 14, 2003 from 7:00 a.m. to 11:00 p.m. for a Youth Concert.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 154-2003**

B. Hispanic Heritage Month Activities

Commissioner Schnarre moved to authorize the use of the Courthouse Grounds on September 19 and 20, 2003 from 9:00 a.m. to 12:00 midnight both days for Hispanic Heritage Month Activities.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 155-2003**

Commissioner Reports

Commissioner Schnarre

Commissioner Schnarre stated he received a letter from Robert Perry about a donation from Ms. Ruth Starman of a Civil War era Flag. This flag has historical significance, valued at \$5,000.00 and will be displayed at the Boone County Historical Society

Commissioner Miller

Southern Boone County Fire Protection District

Commissioner Miller stated she attended the Southern Boone County Fire Protection District meeting earlier this week. This was Deb Harmon's last meeting as a trustee. Jim Saylor was the only one who filed to replace Deb Harmon so no election had to be held.

There was discussion about the bond issue that will be on the April 8, 2003 ballot.

Anytime Commissioner Miller receives information about First Responders, she forwards it to the Board President and Mr. Thomas. They are working on apply for grant funds through the FEMA grant. The Regional Planning Commission is helping with the application.

There was no public comment.

The meeting adjourned at 1:50 p.m.

Attest:

Wendy S. Noren
Clerk of the County Commission

Keith Schnarre
Presiding Commissioner

Karen M. Miller
District I Commissioner

Skip Elkin

District II Commissioner