

TERM OF COMMISSION: May 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 II Commissioner Skip Elkin
Deputy County Clerk Shawna Victor

The meeting was called to order at 1:35 p.m.

Subject: Central Missouri Counties Human Development Corporation – First Reading to Authorize Presiding Commissioner to sign Voucher Payment of Annual Contributions and Operating Statement (HUD Voucher Program)

Anita Sanderson and Barbara Johnson were present on behalf of this item.

Anita Sanderson stated the Voucher for Payment of Annual Contributions and Operating Statement is sent to HUD to allow them to know how the money is being spent and the number of units being leased.

There was discussion about future funding from HUD. Mrs. Sanderson stated their funding has been decreased because CMCHDC does not oversee Boone County Section 8 housing. CMCHDC oversees a total of 401 total units per month in Callaway, Cole, Cooper, Howard, Moniteau, and Osage Counties.

There was no further discussion 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: Purchasing Department

Marlene Ridgway, Purchasing Department Buyer, was present on behalf of these items.

A. Second Reading and Award of Bid 16-18MAR03 (Deed Record and Index Books)

Marlene Ridgway stated this is a recommendation for award to Cott Systems, Inc. for a total estimated cost per year of \$11,688.00.

Commissioner Elkin moved to award bid 16-18MAR03 for Deed Record and Index Book to Cott Systems, Inc.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 220-2003**

B. First Reading of Bid 25-08APR03 (Carpeting and Installation)

Marlene Ridgway stated she and the Facilities Maintenance Department have reviewed the bids received for carpet and installation at the Boone County Sheriff's Department and recommend award to Ross Allen Floor Covering for having the lowest and best bid meeting the minimum specifications. They recommend award of the base bid and alternate one for the contract amount of \$16,901.62 to be paid from organization 6100 account 60100. The amount budgeted for this project was \$16,000 however funds have been identified to cover the overage.

Commissioner Elkin asked if this carpet has to match existing carpet. Mrs. Ridgway stated the bid specified the brand name of the existing carpet or an approved equal to match the existing carpet.

There was no further discussion 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 award.

C. First Reading of Bid 30-22APR03 (Variable Frequency Drives)

Marlene Ridgway stated she and the Facilities Maintenance Department have reviewed the responses received for installation of variable frequency drives at the Boone County Government Center and recommend award to Meyer Electric for having the best bid meeting the minimum specifications. Total contract amount is \$9,993.00 to be paid from organization 6100 account 60200. The amount budgeted for this project was \$13,000.00.

This is to make the heating and cooling system more energy efficient. This was done at the Courthouse and the energy bills were reduced significantly.

There was no further discussion 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 award.

D. First Reading of Bid 24-08APR03 (Overhead Garage Door and Installation)

Marlene Ridgway stated she and the Facilities Maintenance Department have reviewed the responses received for the above referenced bid and recommend awarding to Smarr Garage Door for having the lowest and best bid meeting the minimum specifications. Total contract amount is \$3,433 to be paid from organization 6100 account 60100. The amount budgeted for this replacement was \$6,000. This is for the Sally Port Door at the Courthouse.

There was no further discussion 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 award.

Subject: Public Works

A. Second Reading and Approval of Agreement with Columbia Colt Railroad (Heller Road Storm Drainage Improvement Project)

Commissioner Elkin moved to approve the Storm Drainage Project Agreement with Columbia Terminal for the Heller Road Storm Drainage Improvement Project.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 221-2003**

B. First Reading of Contract with Public Water Supply District #4 (Heller Road Improvement Project)

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

David Nichols stated this is another part of the Heller Road Improvement Project with Public Water Supply District #4. This project has impacted their water line in the easement and is requiring them to lower a 2" line for approximately 100'. This agreement is to authorize payment for relocation of the line. This will cost \$1,800 and the department budgeted \$10,000 for total utility impact for the project.

The bid opens for the improvement project on May 29, 2003.

There was discussion about different aspects of this project on utilities and drainage.

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.

C. First Reading of Budget Revision

Greg Edington, Maintenance Operations Manager, was present on behalf of this item.

Greg Edington stated this is a budget revision to transfer \$9,200 between accounts for the purchase of Bridgeview Software. This software will be used for the culvert inventory and will allow for a link to Geographic Information System.

There was discussion of how this program will interface with other programs.

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.

D. First Reading of Speed Limit Change – Academy Road

Greg Edington stated the department is requesting a speed limit change on Academy Road. This is due to improvements of this section of Academy Road. The engineering plans included a traffic signage plan and included a 40 mph speed limit. The current speed limit would be raised to 40 mph for a 4,637' section beginning at the intersection of Route B and Academy Road to the west.

There was no further discussion 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.

E. First Reading of Budget Amendment

Greg Edington stated the department is requesting funds received from SEMA in 2002 for small projects be allocated to the 2003 budget year. This was an oversight during budgeting, as it was not anticipated expenditures for material would be spent in 2003. This budget amendment would increase the rock budget line item by \$32,493.

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 after the required 10 day waiting period.

Subject: Planning and Building Codes – First Reading of Budget Revision

Commissioner Elkin stated this revision is for the purchase of three new microphones for the Planning and Zoning Commission meetings.

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: Second Reading and Approval of Contract with Mitzel and Scoggs Architects, Inc and Budget Revision (JJC Building Project)

Commissioner Schnarre stated this is a contract with Mitzel and Scroggs Architects, Inc. to allow them to do the construction documents for the JJC Expansion Project. The total of this is a not to exceed total of \$60,125.00

Commissioner Elkin moved to approve the Proposal for Consultant Services with Mitzel and Scroggs Architects, Inc. for the JJC Expansion Project – Additions and Modifications.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 222-2003**

Commissioner Elkin moved to approve the following budget revision:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT DECREASE	AMOUNT INCREASE
4010-03915: Administrative Building Project – Operating Transfer In	\$20,000.00	
4010-71211: Administrative Building Project – A/E Fees	\$20,000.00	
4020-03915: JJC Building Project – Operating Transfer In		\$20,000.00
4020-71211: JJC Building Project – A/E Fees		\$20,000.00

Said budget revision is to transfer funds out of the Administrative Building Project budget into the JJC Building Project budget.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 223-2003**

Subject: Second Reading and Approval of Local Emergency Management Regulations

Commissioner Schnarre stated these regulations would bring the County into compliance with Missouri State Statutes, Chapter 44. These regulations will establish the structure and organization of emergency management operations in Boone County.

Commissioner Schnarre moved to adopt the Local Emergency Management Regulations.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 224-2003**

Subject: First Reading of Recommendation from Health Trust Committee

Kay Murray, Boone County Treasurer, was present on behalf of this item.

Kay Murray stated this is a recommendation from the Health Trust Committee. The Health Trust Committee voted to implement an employee contribution. Effective July 1, 2003, active and retiree employees covered by the Boone County Employees Health benefit plan must contribute a bimonthly payroll deduction equal to 25% of the total costs of the medical benefit plan as projected in that year's renewal. The deduction shall be rounded to the nearest even dollar amount.

Example for 2003:

January to March 2003 actual medial claims paid \$308,295.94 x 4 (quarters in a year) = \$1,233,183.76 is a projected 2003 annual medical claims.

2003 budgeted amount medical claims - \$929,775.00
\$1,233,183.76 (projected) - \$929,775.00 = \$303,409 projected 2003 budget shortfall

Divide \$303,409 by 385 (number of benefited employees) = \$788.07 per employee

\$788.07 divided by 24 payrolls per year = \$32.83

The Trust committee decided it would be wiser to charge 25% of claims cost to employees

and 75% to the employer. Then the Trust would not have to set a fixed amount each year and as the costs go up the employee contribution would go up also.

This method comes close to the same dollar amount as stated above and as shown in the following example:

In the 2003 renewal presented at the October 24, 2002 Trust meeting, the total monthly cost per employee under the \$75,000 Specific Stop Loss is \$267.37 (monthly). 25% of this amount is \$67.34. $\$67.34 \div 2$ (24 pay periods, 2 per month) = \$33.67.

Ms. Murray stated this recommendation is in place of cutting benefits. The Trust believes this will make the plan more financially solid.

Commissioner Elkin asked if this recommended \$33.67 be deducted through the cafeteria plan. Ms. Murray stated that is correct and it will be taken out before taxes.

The Trust is recommending this deduction begin July 1, 2003.

Commissioner Elkin asked if the reason behind this recommendation is because the County is self insured and the claims have been extremely high. Ms. Murray stated for the past two years, the claims have been higher than what has been budgeted. She noted the claims have been high and the health care costs have been high. Relative to other plans around, Boone County has not had to put in as much money but it is time to do something about this.

Commissioner Elkin asked when the Commission would have to officially vote on this in order to have everything ready for the July 1, 2003 recommended start date. Ms. Murray stated she believes a vote before June 1, 2003 would be fine.

Commissioner Elkin stated he believes waiting a few weeks would be good to allow for employees to learn about this recommendation.

Ms. Murray noted a poll was taken in one office about whether they would prefer to have benefits cut or pay a portion of the premium. This was a fairly large office and they preferred to pay a portion of the premium.

This recommendation will not affect dependent health coverage.

There was no further discussion 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 May 15, 2003 Commission meeting.

Subject: First Reading to Authorize U.S. Bancorp Piper Jaffary to Submit Sealed Bid for Special Obligation Bonds Series 2003

Commissioner Schnarre stated this is a consent letter to submit a sealed bid for the purchase of the County's bonds which are to be sold at competitive sale for U.S. Bancorp Piper Jaffary. U.S. Bancorp Piper Jaffary is also serving as Boone County's Financial Services Advisor for the sale of Boone County Special Obligation Bonds Series 2003.

Commissioner Elkin stated this is following Federal Securities Rules.

There was no further discussion 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.

Commissioner Reports

Commissioner Schnarre

Notice of Voluntary Annexation

Commissioner Schnarre stated the County has been notified of a voluntary annexation of approximately 18.89 acres of land owned by Billy D. Arendt, located on the west side of Providence Outer Roadway, approximately 100 feet south of Corporate Lake Drive.

Commissioner Elkin stated this is known as Crestvale Trailer Park.

Commissioner Elkin

No reports at this time.

There was no public comment.

The meeting adjourned at 2:10 p.m.

Attest:

Keith Schnarre
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner