

TERM OF COMMISSION: June Session of the May 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
District II Commissioner Skip Elkin
Deputy County Clerk Shawna Victor

The meeting was called to order at 1:30 p.m.

Subject: Purchasing Department

Melinda Bobbitt, Purchasing Department Director, was present on behalf of this item.

A. Second Reading and Approval of Disposal of Surplus Radios – Sheriff’s Department

Melinda Bobbitt stated the Sheriff’s Department is requesting disposal of 8 P100 Motorola portable radios and to be allowed to transfer these radios to the Harrisburg R-VII Schools. These are in addition to the 7 previously disposed of in April 2003. The Sheriff’s Department has replaced these radios with Motorola HT1000s.

Commissioner Elkin moved to authorize the disposal of eight (8) P100 Motorola portable radios and transfer said radios to Harrisburg R-VII Schools.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 286-2003**

B. Second Reading and Approval of Disposal of Surplus Property

Melinda Bobbitt stated the Purchasing Department has identified and listed items as surplus. To date, there has not been any interest in any of these items. The department is requesting approval for disposal through Kemper Auction.

The department is also requesting approval to dispose of a 1994 Dodge Spirit, fixed asset tag #8586, through Rangeline Auction. This vehicle was replaced by a 2003 Chevrolet Impala purchased for the Juvenile Justice Center.

Commissioner Elkin moved to authorize the disposal of surplus property to Kemper

Auction as listed on the June 2, 2003 memo from the Purchasing Department. The County Commission does hereby authorize the disposal of a 1994 Dodge Spirit (fixed asset tag # 8586) through Rangeline Auction.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 287-2003**

C. First Reading of Bid 18-25MAR03 (Medical Examiner Support Services)

Melinda Bobbitt stated the Proposal for Medical Examiner Support Services closed on March 25, 2003. A total of two proposal responses were received. The evaluation committee consisting of Commissioner Elkin, Dr. Adelstein, Bud Smith, and Tim Harlan recommend award to Fountain Enterprises Inc. The primary reason for this recommendation is due to the documented extensive chief death investigative experience of Jo Fountain.

The initial contract term shall run from July 1, 2003 through June 30, 2004. This contract will be paid out of department 1280 Medical Examiner, account 71101 Professional Services. The total contract award for one year is \$75,540. The original budget for this was \$75,714.

Commissioner Elkin stated the committee interviewed and reviewed each facility. The overwhelming response was due to Jo Fountain's experience, which is approximately 17 years.

The committee did make note of their concerns with Jo Fountain's facility before the best and final offer was sent. The concerns the committee had were addressed in writing and Ms. Fountain responded satisfactorily to corrections to the facility.

Commissioner Miller stated the concerns listed by the committee for Fountain Enterprises, Inc, were ventilation and floor in autopsy room need updating. Ms. Fountain responded by saying the floor would be resealed but does not address the ventilation.

Mrs. Bobbitt stated the ventilation issue is addressed in the Best and Final Offer submitted to Fountain Enterprises, Inc.

Commissioner Schnarre read Ms. Fountain's response to the ventilation in the Medical Examiner's Autopsy Room:

“Remodeling will be done closing the southeast door of the autopsy room and the cold air return just above and to the west of this door, both of which open directly into the front

office. There is already in place a 140” attic fan in the autopsy room that draws the air directly to the outside plus an Ozone machine that eliminates odor in a twenty four hour period. Since Ozone can be damaging to the lungs, this machine will only be run at full efficiency at night when no one is in the office, during the day while autopsies are being performed it will be run at low efficiency for safety to the office personnel.”

Commissioner Miller stated this is a one year contract and can be reviewed after that one year if the concerns are not addressed.

Commissioner Elkin stated the Commission can review this at any time. Mrs. Bobbitt stated that is correct. The renewal period is usually when the contract and contractor are reviewed. This contract is a one year contract with the option of four one year renewals.

There was no further discussion and no public comment.

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 08-15APR03 (Architectural Services for the Interior Renovations and Design and Construction of the Third Floor of the Boone County Government Center)

Melinda Bobbitt stated the Proposal for Architectural Services for the Interior Renovations and Design and Construction of the Third Floor of the Boone County Government Center closed on April 15, 2003. A total of ten proposal responses were received. The five members of the evaluation committee consisting of Keith Schnarre, Presiding Commissioner, Bettie Johnson, Recorder of Deeds, June Pitchford, Auditor, Tom Schauwecker, Assessor, and David Mink, Public Works Director, reviewed the then proposals received for the architectural services. The committee short listed the proposals to four and interviewed these four firms. Following clarification questions, reference checks and further review, the committee felt that Simon Oswald Associates was the best match for Boone County for this project and recommends this firm for award.

The contract will be paid out of department 4010 – Administration Building Construction, account 71211 – Architectural/Engineering Fees. The total contract award for Phase I is \$24,500. The original budget for architectural design and construction documents for completion of the Government Center 3rd floor area is \$58,000 and \$38,000 remains in this account.

Commissioner Schnarre stated the committee reviewed and rated the proposals. The committee believes Simon Oswald Associates is the best firm for the County’s needs.

He noted Phase I contract price is \$24,500. Phase II, which is construction, is based on a

sliding scale based on the final construction costs.

There was no further discussion and no public comment.

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 Contract with Terracon (Acton Road Project)

Commissioner Miller moved to approve the Proposal for Consultant Services with Terracon Consultants, Inc for Geotechnical Engineering Services for the Acton Road Slope Failure Project.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 288-2003**

B. Second Reading and Approval of Right-of-Way for Roger I. Wilson Memorial Drive

Commissioner Miller moved to approve the legal description of Roger I. Wilson Memorial Drive right-of-way realignment.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 289-2003**

Subject: Child Support – Authorize Presiding Commissioner to sign Cost Allocation Plan

Commissioner Elkin moved to authorize the Presiding Commissioner to sign the Certificate of Indirect Costs – A Cost Allocation Plan with Maximus.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 290-2003**

Subject: Second Reading and Approval of E911 Equipment Maintenance Contract

Commissioner Schnarre stated this contract is for Boone County’s share of the maintenance agreement for the E911 system.

Commissioner Elkin moved to approve the E911 equipment maintenance agreement between Boone County E911 and CenturyTel.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 291-2003**

Subject: Amend Commission Order 271-2003 (Budget Amendment for Mental Health Court Grant)

Shawna Victor, Deputy County Clerk, stated there was a typo in the original Commission Order on the amount for the Outside Services account. The correct amount is \$62,000 not \$62,359.

Commissioner Schnarre moved to correct Commission Order 271-2003 to read as follows:

Now on this day the County Commission of the County of Boone does hereby approve the following budget amendment:

| DEPARTMENT ACCOUNT AND TITLE | AMOUNT INCREASE |
|--|------------------------|
| 1243-03411: Juvenile Justice Grants – Federal Grant Reimbursement | \$70,359.00 |
| 1243-37220: Juvenile Justice Grants – Travel to Training | \$1,790.00 |
| 1243-37230: Juvenile Justice Grants – Meals/Lodging | \$4,844.00 |
| 1243-37235: Juvenile Justice Grants – Business Related Meals/Lodging | \$600.00 |
| 1243-37240: Juvenile Justice Grants – Registration | \$125.00 |
| 1243-59200: Juvenile Justice Grants – Mileage | \$1,000.00 |
| 1243-71100: Juvenile Justice Grants – Outside Services | \$60,000.00 |

Said budget amendment is to establish a budget for the Mental Health Court Grant.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 292-2003**

Subject: Receive and Accept Rose Subdivision Plat 1

Thad Yonke, County Planner, was present on behalf of this item.

Thad Yonke stated this is a two lot minor subdivision plat located within Bonne Femme Estates. The Planning and Zoning Commission has approved this plat. This is on a central sewer system and the Boone County Regional Sewer District has approved the sewer system.

Commissioner Miller moved to receive and accept Rose Subdivision Plat 1.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 293-2003**

Subject: Authorize Use of Wilton Alley

Commissioner Miller stated there have been some threats made to the contractor. The Boone County Public Works Department has the right to give a "right of use" order per State Statutes. A copy of this Commission Order will be forwarded to the Sheriff's Department that the "right of use" has been granted.

Commissioner Elkin asked what the purpose of this order will be. Commissioner Miller stated the purpose is to formalize the use of the alley.

Commissioner Miller moved to authorize the Boone County Public Works Department to grant Right of Use for Wilton Alley.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 294-2003**

Commissioner Reports

Commissioner Schnarre

Letter Carriers Food Drive

Commissioner Schnarre stated on May 10, 2003 he helped with the Letter Carriers' Food Drive. Approximately 115,000 pounds of food were donated by the local community.

Commissioner Miller

Smart Growth Coalition Meeting

Commissioner Miller stated at the Smart Growth Coalition Meeting there was a presentation by Ridge at Hart Creek about how the property is being developed in a sustainable way.

Southern Boone County Fire Protection District

Commissioner Miller stated she attended the Southern Boone County Fire Protection District meeting where they opened proposals for the design of two stations and construction management while the stations are being built. It is possible Peckham and Wright will be receiving the award if all issues work out. Their goal is to have a contract with the architect next week and within 8 months have one of the stations complete. They are also planning on building a section for the Sheriff's Satellite Station. Both stations will be built at the same time.

Stormwater Task Force

Commissioner Miller gave an update on the legislation that was passed during this session for stormwater, ordinance making authority, and the county counselor able to handle nuisance ordinance at the Stormwater Task Force meeting.

She and Columbia Mayor Darwin Hindman have asked Joe Bindbeutel and Dave Griggs to co-chair the Stormwater Task Force.

The next meeting will be on July 9 to review the City of Columbia's Ordinance 12A, which is the land disturbance permit.

Kennedy School of Government

Commissioner Miller stated she will be attending the Kennedy School of Government at Harvard. She will leave on June 7, 2003 and return on June 27, 2003.

Commissioner Elkin

No reports at this time.

Commissioner Schnarre stated the committee has opened the bids for the Family Health Center and Health Department facility construction. Ten bids were received and opened. The preliminary figures show the cost will be approximately \$500,000 under estimate. He will be reporting on this in the future.

Public Comment

Kathy Walther requested the information from the first reading of bid 08-15APR03 for Architectural Services for the Interior Renovations and Design and Construction of the Third Floor of the Boone County Government Center. Commissioner Schnarre stated the recommendation is to Simon Oswald Associates for a contract price of \$24,500.

There was no further public comment.

The meeting adjourned at 2:02 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