

TERM OF COMMISSION: October Session of the October 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 1:30 p.m.

**Subject: Purchasing Department – First Reading of SI-3000 System (Mugshot) Maintenance Agreement**

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

Melinda Bobbitt stated this is the Software Support Agreement Renewal with I/TX Information Technology Solutions, Inc. for the Mugshot SI-3000 System software located in the Sheriff's Department. This system was originally purchased in 1994 and re-negotiated in 1999 for Y2K compliance. The agreement insures critical upgrades and online technical support for the Mugshot system.

This maintenance agreement is sole source (sole source #29-123103) as I/TX is the only vendor that can maintain this software.

This maintenance agreement is for the period December 1, 2003 through November 30, 2004. Total price for contract term is \$6,824.89 to be paid out of department 2902 Corrections – LE Sales Tax, account 70050 Software Service Contract.

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: Public Works – First Reading of Gateway South Subdivision Traffic Signage**

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

David Nichols stated this request is a result of a Traffic Engineering Assistance Program (TEAP) study, which is a Missouri Department of Transportation (MoDOT) program to allow communities to access expert traffic consultants at a 20% Community/80% MoDOT split of costs. The TEAP was initiated because a boy riding a bicycle was struck by a

motor vehicle and was injured in April 2003. A citizen in the subdivision asked for the department to review the existing signage to possibly prevent any further accidents. The department recommended the TEAP approach and received a recommended signage plan. The “No Parking” signs are part of the recommended plan.

The department initiated with Olsen and Associates of Kansas City and they came forward with a recommendation the above recommendation. The department has to receive approval from the Commission to put up “No Parking” signs.

Commissioner Schnarre asked if the “No Parking” signs are for only one location in the neighborhood. Mr. Nichols stated that is correct. The study has recommended other signs be placed in the subdivision.

Commissioner Elkin asked how much this study cost and where the funds came from. Mr. Nichols stated the County’s 20% share was \$1,600. This was paid from discretionary engineering funds. This was not a budgeted item for this year.

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: Collector’s Office – First Reading of Installment Payments on Real Estate**

Patricia Lensmeyer, Boone County Collector, was present on behalf of this item.

Patricia Lensmeyer stated there has been a change in State Statute to allow for counties to accept pre-payments on real estate taxes. Over the last three years, she has received multiple requests from taxpayers requesting the County to accept pre-payment throughout the year so when the tax bills are mailed in November and due before January 1, the taxpayer is not required to come up with the lump sum at one time. She noted this will only be applicable to those who do not escrow their property taxes through their monthly mortgage plan. The number of people who will take advantage of this program is a guess.

Mrs. Lensmeyer noted any programming changes that will have to be done will be done in house.

This program will begin with the 2004 real estate tax bills and taxpayers may begin paying their real estate taxes on a monthly basis. Neighborhood Improvement Districts will not be included in the first year of this program. Delinquent taxes and those paid by mortgage companies are not applicable. Parcels must be current before an installment plan can be set up. Partial payments will not be accepted on personal property tax bills.

Mrs. Lensmeyer stated with the new printers in her office, a notice will be printed on the 2003 real estate tax receipts.

There will be a form that the taxpayer will have to fill out noting which parcel will put on this plan. The taxpayer will have the option of paying monthly with a coupon booklet or have the payment electronically transferred from their account to the County's account. Agreements must be received no later than February 15 to participate.

The State Statute requires the County Commission issue an order allowing the County Collector to do this service.

There was discussion about the participation of this program in other 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: First Reading of Resolution to Apply for Land and Water Conservation Fund Grant**

Commissioner Elkin stated the County is applying for Land and Water Conservation Fund Grant through the Department of Natural Resources. One of the requirements as part of the application process is to have a resolution by the governing body to apply for the grant.

Commissioner Schnarre asked if this grant requires a 55% match by the County. Commissioner Elkin stated that is correct.

Commissioner Elkin noted this grant will be used for two ball fields at the Boone County Fairgrounds.

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: Authorize Use of Courthouse Grounds/Commission Chambers**

**A. Veteran's Day 24 Hour Vigil of Honor**

Commissioner Schnarre moved to authorize the use of the Courthouse Grounds from 9:00 a.m. November 10, 2003 to 12:00 p.m. November 11, 2003 for the Veteran's Day 24 hour

Vigil of Honor.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 487-2003**

**B. Progressive Party of Missouri**

Commissioner Schnarre moved to authorize the use of the Commission Chambers of the Roger B. Wilson Boone County Government Center on December 6, 2003 from 10:00 a.m. to 3:00 p.m. for the quarterly meeting of the Progressive Party of Missouri.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 488-2003**

**Subject: Appointments to Boards/Commissions**

**A. Boone County Community Advisory Commission**

**B. Mental Health Board**

**C. Small On-Site Waste Water System Review Board**

**D. Board of Parks Commission (Two Appointments)**

Commissioner Elkin moved to make the following appointments:

<b>NAME AND TOWNSHIP</b>	<b>BOARD/COMMISSION</b>	<b>EXPIRATION DATE</b>
Reginald A. Kinsey – Columbia	Community Service Advisory Commission	December 31, 2005 (Interim Term)
Michael Hight – Rocky Fork	Small On-Site Waste Water System Review Board	October 23, 2006
Rodney Craig Higgins	Mental Health Board	April 30, 2006
Ernest R. Wren III – Three Creeks	Board of Parks Commission	January 1, 2007
Shawn Brady – Columbia	Board of Parks Commission	September 30, 2007 (Re- appointment)

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 489-2003**

**7. Authorize Closed Session (610.021.9)**

Commissioner Elkin moved to authorize a closed session on Tuesday, October 28, 2003 at 3:00 p.m. The meeting will be held in Room 243 of the Roger B. Wilson Boone County Government Center at 801 E Walnut, Columbia, Missouri, as authorized by 610.021(9) RSMO for preparation, including any discussions or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 490-2003**

**Commissioner Reports**

*Commissioner Schnarre*

*Jail Visitor's Report*

Commissioner Schnarre stated the Jail Visitor's Board toured the Boone County Jail on October 7, 2003. There were 212 inmates at the time of the visit, of which 180 were residing at the jail, 20 residing at Reality House, 10 residing in Chariton County jail, and two others in other locations. The jail was 100% staffed at the time of the visit.

The Board noted Lori Montague has left the jail and taken a job at the VA Hospital. The new nurse is Heidi Fussner.

The kitchen was inspected by the Board and was found to be clean and the menu provided nutritional benefit for the inmates. The Board has recognized Robert Burkes for his hard work in the kitchen.

The Board toured C-Pod and found the Pod to be safe, clean and secure for inmates and staff.

*Commissioner Elkin*

No reports at this time.

There was no public comment.

The meeting adjourned at 1:55 p.m.

Attest:

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Keith Schnarre  
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