

TERM OF COMMISSION: February Session of the January Adjourned Term

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

PRESENT WERE: District I Commissioner Karen M. Miller
District II Commissioner Skip Elkin
Deputy County Clerk Shawna Victor

The meeting was called to order at 9:30 a.m. Commissioner Miller acted as Presiding Commissioner in the absence of Commissioner Schnarre.

Subject: Good Time Acres Neighborhood Improvement District – Notice to Proceed with Neighborhood Improvement District

Joe Perkins, 5791 S. Route K, Columbia, and Nathan Odle, partner with NJE LLC, 3315 Berrywood Drive Suite 101, Columbia, were present on behalf of this item.

Commissioner Miller stated the Commission conducted a public hearing on this item just before this meeting.

Commissioner Elkin stated he does not disagree that this is a good project he does have some reservations about assessing Mr. Perkins since he does not front Hoedown Drive. He is assuming the lot is zoned R-S (Single Family Residential).

Commissioner Miller stated it could make a difference if it could have another lot on that large lot.

Commissioner Elkin stated he has a problem assessing Mr. Perkins since he has access to Route K. If Mr. Perkins had a drive on Hoedown then this discussion would not be happening but since this is a single lot and there is not drive on Hoedown and the lot probably cannot be subdivided.

John Watkins, Project Development Manager, stated the way this was handled was similar to past projects. Even though a house may not be built a shed or garage could be accessed from Hoedown Drive.

Commissioner Elkin asked if the County could not deny issuance of a driveway permit and restrict the access. Mr. Watkins stated the County would have to issue a driveway permit if Mr. Perkins requested one.

Commissioner Miller stated the County does not have the right to withhold a driveway permit.

Commissioner Elkin asked if it is too close to the intersection. Mr. Watkins stated he believes since it is a residential street then he could put in another driveway.

Commissioner Elkin asked Mr. Perkins how long he has lived at this residence. Mr. Perkins stated since 1971 or 1972.

Commissioner Elkins stated he believes that since Mr. Perkins has lived there for 30 years then he would have probably already put in a driveway.

Mr. Watkins stated not to disagree with Commissioner Elkin but the department is looking toward the future and they were trying to be fair and consistent with the neighbors. The issue is if Mr. Perkins sold his property tomorrow and the next owner decided to build a shed, he could not deny the owner a driveway access because it is a public road.

Commissioner Elkin asked if there is a mechanism to where at any point Mr. Perkins or another owner puts in a driveway then they could pay into the NID project. Commissioner Miller stated no.

Mr. Watkins noted once this project is formulated, the department cannot go back and add.

Commissioner Elkin asked if Mr. Perkins were not included then the \$4,000 would be spread to the other property owners. Mr. Watkins stated he would have to discuss this with legal counsel to see if the county can legally force that amount to others or if he would have to go back to the property owners to get their signatures because it would add to the cost of other property owners. He is not aware of this ever happening in the past.

Mr. Perkins said he spoke with a couple who owns property in this area; they are out of state and could not attend the meeting. This couple told Mr. Perkins they did not sign the petition. He asked if this is being forced on them. Commissioner Miller stated that is correct.

Commissioner Elkin stated the regulations are set up to allow for two-thirds of the property owners to sign the petition but all property owners in the designated district will have to pay.

Mr. Odle asked if the Commission considers any other benefit from a NID such as increased property value. Commissioner Elkin stated he cannot speak to property values but noted if all the duplexes are improved then the area will be stabilized.

Mr. Odle stated he considers \$4,000 a small price to pay for these improvements.

Commissioner Elkin stated Mr. Odle has the most to gain from the NID. Commissioner Miller added he has the most to pay also.

Commissioner Elkin asked if it would be to Mr. Odle's benefit to work something out with Mr. Perkins in taking all or part of his share. Mr. Odle stated he would have to discuss that with the partners of NJE LLC.

Commissioner Miller stated she believes Mr. Perkins will benefit from the NID. By getting the neighborhood turned around from being crime ridden and having the streets improved will be a benefit to Mr. Perkins even though he does not have direct access to Hoedown Drive.

Commissioner Elkin stated he believes there will be benefits but has problems with making Mr. Perkins pay.

Mr. Perkins stated it was a good neighborhood when it was first built.

Commissioner Elkin asked Mr. Perkins who he spoke to that is in Kansas. Mr. Perkins stated he spoke with the Sapps and they are in Kansas for the day.

There was discussion about the Sapp property. This property is currently vacant.

Commissioner Miller stated she supports the NID and could move forward with it today. She has received many phone calls over the years about the road being in such disrepair. People do not understand that it is a private road and it needs to be improved. She thanked the Odle group (NJE LLC) who bought a lot of the duplexes so they could improve the neighborhood. It will be a benefit to the County and a benefit to those who live in the area.

Commissioner Elkin stated he cannot at this point move forward on this because of the issues with Mr. Perkins.

Commissioner Miller requested this item be tabled until the February 19, 2004 Commission meeting. There was no objection to this request.

The Commissioners welcomed the 9th grade government class from Southern Boone County for Good Government Day.

Shane Wyatt, Matt Curtis, Megan Bowden, Teri Tiggemann, Allison Foster, Annie Duffner, Kristi Eftink, Amanda Grethen, Nikki LaBuwi, Maija Steinberg, Lorien Hayden, Stephanie Wilson, Arielle Wheeler, Katie Pauley, Jennie Yonley, Sarah O'Laughlin, Heather Johnson, Shannon Starke, and Kristin Garriott were present at the meeting.

The Commissioners explained what the Commission does and fielded questions from the students.

Subject: Sheriff’s Department – Second Reading and Public Hearing for Approval of Budget Amendment

Commissioner Miller moved to approve the following budget amendment:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT INCREASE
1287-03411: Emergency Services and Dispatch – Federal Grant Reimbursement	\$4,289.00
1287-37240: Emergency Services and Dispatch – Training/Registration	\$1,000.00
1287-23050: Emergency Services and Dispatch – Other Supplies	\$3,289.00

Said budget amendment is to establish the 2004 budget for the Community Emergency Response Team (CERT) Grant.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 42-2004**

Subject: Public Works

Allison Anderson, Project Engineer, was present on behalf of these items.

A. First Reading of General Consultant Service Agreements

- a. Allstate Consultants**
- b. Berger, Devine, Yaeger, Inc.**
- c. Brush and Associates**
- d. A Civil Group**
- e. CM Engineering**
- f. Engineering Surveys and Services**
- g. Farnsworth Group**
- h. Mitzel and Scroggs**
- i. Peopping, Stone, Bach & Associates, Inc.**
- j. Shafer, Kline, & Warren**
- k. Smith & Company Engineers**

Allison Anderson stated these are general consultant service agreements and are done on an annual basis. These firms are pre-approved for projects in which the department may need consultant services.

There was no further discussion on this item.

Commissioner Miller 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.

B. First Reading of Contract with Engineering Surveys and Services (Judy School Road and Timmons Road Projects)

Allison Anderson stated this is an agreement for geotechnical services for the Judy School Road and Timmons Road projects. There are triple culverts to be replaced with single structure for each of these roads.

This agreement is for not to exceed \$5,500.

There was no further discussion on this item.

Commissioner Miller 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: FY2003 Computer Inventory Report

County Auditor June Pitchford and Information Technology Director Michael Mallicoat were present on behalf of this item.

June Pitchford stated in 2003 the Auditor's Office and Information Technology Department did a comprehensive inventory of computer equipment. The following are the reasons for conducting the comprehensive computer inventory:

- Significant staff turnover for several years which resulted in inconsistent record-keeping for assets going into service and coming out of service; inconsistency in following policies and procedures pertaining to computer equipment.
- Most recent prior computer inventory had been completed in May 2001.
- In 2002, the County completed a "mass disposal" of computer equipment stored on the Government Center 3rd floor – it was important to conduct a comprehensive computer inventory on the heels of that "clean-up" effort.

The following are the results of the inventory:

- Numerous old items not found
- Confirmed our opinion that record-keeping and physical controls over assets needed to be reviewed and strengthened
- Confirmed our opinion that the County needs to establish and observe consistent

practices in identifying specific assets to add to the inventory (i.e. with so much staff turnover, we found that different assets were “bundled” differently for inventory purposes which makes tracking and locating very difficult)

Mrs. Pitchford submitted a list of items that were not found during the inventory process.

Mrs. Pitchford and Mr. Mallicoat both agreed that the inventory procedure will be in written form to prevent possible future inconsistencies.

Mrs. Pitchford requests the Commission authorize the removal of items identified on the list she presented to them from the County’s fixed asset inventory records.

Mr. Mallicoat stated he believes physical inventories should be taken on a more frequent basis. He noted there is now a secure area on the third floor and believes this will improve the tracking of the inventory.

The Information Technology Department and Purchasing Department have worked together on keeping the inventory low.

Commissioner Miller stated she knows the Quietwriter printers are gone and have been replaced. The AS/400 model 300 were probably traded in with an upgrade.

Mrs. Pitchford stated the 2002 mass disposal are not completely accurate and it is possible from the old AS/400 got swept into that disposal. As Mr. Mallicoat said, those problems should not occur again because of the revisions in the disposal process itself.

Commissioner Elkin stated he believes the efforts of the Purchasing Department will help control the computer inventory.

There was no further discussion on this item.

Commissioner Miller 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

Commissioner Miller stated this is a budget revision requesting \$6,612 be transferred between accounts to pay for 2003 4th quarter unemployment payment.

There was no further discussion on this item.

Commissioner Miller 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: Re-Appointments to Boards/Commissions

A. Boone County Community Services Advisory Committee

Commissioner Miller moved to re-appoint Scott Cristal of the Missouri Township to the Boone County Community Service Advisory Committee for a term to expire on December 31, 2006.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 43-2004**

B. Boone County Senior Board

Commissioner Elkin moved to re-appoint Jeane Grace of the Rocky Fork Township to the Boone County Senior Board for a term to expire on January 31, 2008.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 44-2004**

Commissioner Reports

Commissioner Miller

Commissioner Training

Commissioner Miller stated the Commissioners attended Commissioner Training last week in Jefferson City. Sue Menser, Director for the Office of Domestic Preparedness for the Department of Homeland Security, gave a speech and then spent time in Boone County.

The International Council of Shopping Centers did a program on economic development.

There was also a transportation meeting with Jim Anderson from the Missouri Highway Commission.

Commissioner Elkin commented on Commissioner training.

The Commissioners discussed the preparedness of health departments in case of a bioterrorism attack.

Commissioner Elkin

No reports at this time.

Public Comment

Norman Lenhardt, 1118 St. Christopher, Columbia, discussed energy conservation, the dependence on natural gas and petroleum in the United States with the Commissioners.

There was no further public comment.

The meeting adjourned at 10:35 a.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