

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

The meeting was called to order at 1:34 p.m.

**Subject: Juvenile Justice Center – Second Reading and Approval of Budget Revision**

Commissioner Schnarre moved to approve the following budget revision:

<b>DEPARTMENT ACCOUNT AND TITLE</b>	<b>AMOUNT DECREASE</b>	<b>AMOUNT INCREASE</b>
1243-91301: Judicial Grants – Computer Equipment	\$5,107.00	
1243-71100: Judicial Grants – Outside Services		\$3,900.00
1243-71101: Judicial Grants – Professional Services		\$1,207.00

Said budget revision is for Reality Therapy Training for 13<sup>th</sup> Circuit Family Court staff and counseling/testing service hours.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0 as follows: Commissioner Schnarre – Yes, Commission Miller, Absent for vote, Commissioner Elkin – Yes. **Order 178-2003**

**Subject: Purchasing Department**

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

**A. Second Reading and Award of Bid 21-18MAR03 (Lien Search Services)**

Marlene Ridgway this is a recommendation for award to Guaranty Land Title. The total cost per lien search is \$43.94.

Commissioner Elkin moved to award of Bid 21-18MAR03 for Lien Search Services to Guaranty Land Title.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 179-2003**

**B. Second Reading and Approval of Amendment #1 to Bid 44-25JUN02 (Traffic Signs, Barricades and Sign Posts Term and Supply)**

Marlene Ridgway stated this is an amendment to the original contract showing the assignment from Allied Tube and Conduit to J & A Traffic Products.

Commissioner Elkin moved to approve Contract Amendment #1 for bid 44-25JUN02 for Traffic Signs, Barricades and Sign Posts Term and Supply to reflect assignment of new vendor, J & A Traffic Products.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 180-2003**

**C. Second Reading and Award of Bid MM37 (Bituminous Materials)**

Marlene Ridgway stated this is a recommendation for a multi-vendor award to the following:

Vance Brothers, Inc. – Award SS-1 and CRS-2P. Estimated contract value is \$117,137.50

Koch Pavement Solutions – Award CRS-2. Estimated contract values is \$225,632.80

Coastal Energy Corp – Award PEP, MC-3000 and MC-80. Estimated contract value is \$53,260.00.

Commissioner Miller moved to award bid MM37 for Bituminous Materials as follows per the recommendation of the Purchasing and Public Works Departments:

- Vance Brothers, Inc. – Award SS-1 and CRS-2P.
- Koch Pavement Solutions – Award CRS-2.
- Coastal Energy Corp – Award PEP, MC-3000 and MC-80

**D. Second Reading and Award of Bid 20-18MAR03 (Street Name Signs Term and Supply)**

Marlene Ridgway stated this is a recommendation for award to Kelpé's Signs and Banners.

Commissioner Miller moved to award bid 20-18MAR03 for Street Signs Term and Supply to Kelpé's Signs and Banners.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 182-2003**

**E. Second Reading and Award of Bid 10-11MAR03 (Digital Copiers)**

This is a recommendation for award for the Prosecuting Attorney's office Da-Comm of Mid-Missouri. Total cost of contract is \$8,710.00.

Also this is a recommendation for award for the Circuit Clerk's office to Data Comm for a contract price of \$10,499. Because there is a trade-in we are requesting approval to dispose of a Canon NP4050 fixed asset tag #11030.

Commissioner Elkin moved to award bid 10-11MAR03 for Digital Copiers as follows per the recommendation of the Purchasing Department:

- Copier #1 for the Circuit Clerk's Office to Data Comm
- Copier #2 for the Prosecuting Attorney's Office to Da-Comm

The County Commission of the County of Boone does hereby authorize the disposal through trade-in of a Cannon NP4050 copier (fixed asset tag # 11030).

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 183-2003**

**F. Second Reading and Approval of Disposal of Sheriff Vehicles**

Marlene Ridgway stated this is a request to dispose of a 1996 Jeep (Fixed Asset Tag 10502) and a 1999 Ford Crown Victoria (Fixed Asset Tag 11980). Disposal will be

through Kirksville Auto Auction coordinated with Cornell Motors.

Commissioner Miller moved to authorize the disposal of the following vehicles through Kirksville Auto Auction coordinated with Cornell Motors:

- 1996 Jeep VIN 1J4FJ2863TL218892  
Fixed Asset Tag 10502  
Requesting department 1251- Sheriff's Department  
Replaced by a 2003 Ford Explorer, award date 12/31/2002
  
- 1999 Ford Crown Victoria VIN 2FAFP71W2XX237494  
Fixed Asset Tag 11980  
Requesting department 1255 – Correction's Department  
Replaced by a 2003 Ford Crown Victoria, award date 02/13/2003

**G. Second Reading and Approval of Long Distance Access Programming Policy**

Marlene Ridgway stated it has been requested to bring forth the policy for the record:

“The Boone County Administrative Authorities shall have the determination of which employees will have long distance access in their department. Administrative Authorities shall also have determination of which phone lines would require an access code for an employee to complete a long distance call. All public lines shall require entry of an access code in order to complete a long distance call.”

Commissioner Elkin moved to adopt the following long distance access programming policy:

“The Boone County Administrative Authorities shall have the determination of which employees will have long distance access in their department. Administrative Authorities shall also have determination of which phone lines would require an access code for an employee to complete a long distance call. All public lines shall require entry of an access code in order to complete a long distance call.”

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 185-2003**

**H. First Reading for Approval of Disposal of Hand-Held Radios**

Marlene Ridgway stated the Sheriff's Department is requesting disposal of seven (7) P100 and P200 Motorola portable radios and to be allowed to transfer these radios to the Harrisburg R-VII Schools. Currently, the School Resource Office, Mark Sullivan, is providing the school law enforcement as well as the community activity as necessary since Harrisburg is one of the municipalities that do not have law enforcement and rely heavily of our Sheriff's Department. Office Sullivan is working with Bill View, the Superintendent, to improve security measures. Communications is an area that needs to be enhanced. The Sheriff's Department has replaced these radios with Motorola HT 1000s.

Commissioner Miller stated this is a good way to use equipment that has been upgraded by the County but still has life in it for the smaller communities. She supports this request.

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**

David Mink, Public Works Director, and David Nichols, Design and Construction Manager, were present on behalf of these items.

**A. First Reading of Contract with Water District #9 (Relocation of Water Lines on Judy School Road)**

David Nichols stated this is a contract with Water District #9 for the Judy School Road Relocation project. This agreement is part of the format which is part of the documents in the cooperative agreement approved last year.

When the road is relocated, it will go over water lines. As part of the Water District and Public Works policies, it will require an encasement of that water line. This is a contract to pay the Water district to do that encasement.

This is a not to exceed contract, with the maximum amount being \$12,000.00. Funds were budgeted for this project and he believes the amount approved in the budget was approximately \$10,000.00.

Mr. Nichols stated when this went forward last year, he did not know what impact, if any, there would be. In lieu of relocating the line, the Water District has agreed to leave it in place and the Public Works Department will encase the line.

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.

**B. First Reading of Contract with Butler Rosenbury and Partners (Consulting for Preliminary Space Analysis for Boone County Courthouse and Johnson Building)**

David Mink stated this is a contract with Butler Rosenbury and Partners, Inc., of Springfield, MO, to perform the consulting work for the Boone County Courthouse and Johnson Building Space Analysis. The total amount was \$38,480 plus reimbursables. That breaks down to \$28,560 plus \$595 for reimbursables for the Courthouse and \$9,920 for the services for the Johnson Building. Those costs will be tracked separately but under the same 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.

**C. First Reading of Recommendation of Variance from Road and Bridge Advisory Committee (Brookfield Estates)**

David Mink stated the Road and Bridge Advisory Committee approved a variance with the conditions of 1. The Plat shall be noted about the No Parking Allowed, for whichever side of the street is chosen. 2. All No Parking Signs and posts shall be purchased and installed before the roadway will be accepted for maintenance. 3. Placement shall be shown on plans according to the Manual on Uniform Traffic Control Devices (MUTCD) for Brookfield Estates. The engineer wanted to be able to build a 28' wide curb and gutter street at this location.

Commissioner Schnarre asked what the reason for the narrower streets was. Mr. Mink stated this is the 2<sup>nd</sup> phase of this subdivision and there were problems caused by the ditched streets in the front portion of the subdivision. There was also a different engineer for the front portion of the subdivision. The current engineer felt that having the narrower streets with a storm drainage system would be a better fit for the undeveloped land in this subdivision.

Commissioner Elkin asked if the original design was for ditches with no curb. Mr. Mink stated the first part was built that way, with ditches. The engineer noted there was a lot of difficulty in sizing the pipes and getting the grading done properly. He felt by doing this it would be a better fit. Also, the narrower streets are partly to limit storm water run off.

Commissioner Schnarre asked if this would decrease the impervious surface. Mr. Mink stated that was correct.

Commissioner Miller stated she believes the standards should be reviewed for the environmentally sensitive areas.

Neil Slattery, A Civil Group, stated one of the big concerns today is the reduction of impervious surface. The three streets that will be built on this phase is approximately 1,700' and by reducing from a 32' street to a 28' street, the impervious surface will be decreased approximately 12 to 13%. This could have a large impact on an entire development, by reducing the impervious surface by 25 to 30%.

He noted one of the additional issues for changing from a ditch system to a curb and gutter system is that a curb and gutter system is an easier method of controlling the storm water run off. One of the problems with a ditch system in this type development is no one knows exactly where the driveway locations will be until someone buys a lot and decides where they will build their home. If the ditch system is designed up front, it is designed for many different scenarios for where a driveway might be placed. It is difficult to do. This opens the door for some problems to occur during the driveway installation process. A curb and gutter system is a lot easier method of controlling potential problems.

Commissioner Miller stated this is a problem that she had not thought about.

Mr. Slattery stated when a pipe is sized; there is 200 to 300' of frontage along a lot. The size of the pipe is determined by where the driveway is located.

Commissioner Elkin asked if the curb will be cut where the driveway will be placed. Mr. Slattery stated that is correct and this is how it is done in the City. He noted one of the problems with ditches, that they have found, is that homeowners tend to do landscaping and they fill in the ditches. Ditch systems increases the odds of future problems.

Commissioner Schnarre asked how the parking situation for vehicles. Mr. Mink stated one of the factors that went into the recommendation was the fact these are 2.5 acre lots. The density of the housing in this subdivision is not that great and the chances of illegal parking and blocking access for emergency vehicles is very small.

Mr. Slattery stated there are only eight lots left. Mr. Mink stated these are a minimum of 2.5 acre lots.

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.

Mr. Mink noted the department has received a proposal from ES&S for the JJC expansion project for geotechnical engineering for \$3,000. The department has proceeded with this proposal. He has had discussions with the Auditor and there should not be any problems with certifying this contract.

Commissioner Schnarre asked how many locations this is for. Mr. Mink stated it is for four borings but ES&S proposed five.

Commissioner Elkin stated he believes the geotechnical engineering for any project to be done up front is a must anymore. Commissioner Miller agreed with Commissioner Elkin

**Subject: Second Reading and Approval of Contract with KPMG LLP (HIPPA Compliance)**

Commissioner Schnarre moved to approve the agreement with KPMG LLP.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 186-2003**

**Commissioner Reports**

*Commissioner Schnarre*

No reports at this time.

*Commissioner Miller*

*Boone County Fire District Meeting*

Commissioner Miller stated she attended the Boone County Fire Protection District Meeting today. She reminded the Commissioners there will be a flag pole dedication on April 12, 2003 at the Hallsville Fire Station for Dale and Kay Toalson.

They are bidding the Fire Station on Dripping Springs Road. They had a location in the southern portion but because of the access management requirements from the Missouri Department of Transportation (MoDOT) and the County's design standards on collector streets, it would have been cost prohibitive to the Fire District.

Senator Talent will be doing a press conference from the Fire District on April 14.

She asked Steve Paulsell about removing and cleaning the rubble pile.

The Fire District's audit was presented today and they received a clean audit.

*Commissioner Elkin*

No reports at this time.

There was no public comment.

The meeting adjourned at 1:57 p.m.

Attest:

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Wendy S. Noren  
Clerk of the County Commission

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Keith Schnarre  
Presiding Commissioner

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Karen M. Miller  
District I Commissioner

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Skip Elkin  
District II Commissioner