

TERM OF COMMISSION: May Session of the April 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 9:34 a.m.

Subject: Employee of the 1st Quarter Recognition

Commissioner Elkin stated the Employee Recognition and Suggestion Committee met and reviewed the Employee of the Quarter suggestions. After reviewing the nominations received, the committee has selected Jason Warzinik of the GIS Department as Employee of the Quarter for the 1st Quarter of 2004.

Jason has demonstrated extraordinary competency in a technical work environment and the ability to communicate with the public in a clear and concise manner. He has an easy going, friendly personality and his enthusiasm is contagious. With only seven months as the GIS Manager, Jason has proven his ability to analyze a situation, plan and complete technical projects in a timely manner; one of his projects having been to build and post an intelligent mapping system on the internet. Boone County now has an interactive mapping system present on the internet, second to none. Jason is a competent professional who is truly a pleasure to work with.

Mike Mallicoat, Information Technology Director, commented on Jason's hard work and congratulated him on this recognition.

Kevin Crane, Boone County Prosecuting Attorney, commented on the hard work that Keith Picker and Tracy Skaggs do for the Prosecuting Attorney's Office. He congratulated them on their nomination.

Major Warren Brewer commented on the hard work that Brian Griffin does for the Sheriff's Department at the Jail. He congratulated him on his nomination.

Betty Dickneite, Human Resources Director, commented on the hard work that Susan Wells does for the Human Resources department. She congratulated her on this nomination.

Pat Lensmeyer, Boone County Collector, commented on the hard work that Brian McCollum does for the Collector's Office. She congratulated him on his nomination.

The Commissioners congratulated the employees who were nominated and thanked all Boone County employees for their work.

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)

Barbara Johnson was present on behalf of this item.

Barbara Johnson stated this is the annual Voucher for Payments of Annual Contributions and Operating Statement for the Section 8 HUD Program. This is the year-end reconciliation or closing statement for the Section 8 Voucher program. The year ends on March 31 each year. This has to be presented to HUD by May 15.

Commissioner Schnarre asked how many counties are included. Ms. Johnson stated there are six counties that CMCHDC administers.

There was discussion about the amount of funds available through this program.

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

Melinda Bobbitt, Purchasing Department Director, was present on behalf of these items.

A. Second Reading and Approval of Request to Cancel Contract for Bid 64-30SEP03 (Toner Cartridges Term and Supply)

Melinda Bobbitt stated the Information Technology department has been experiencing continuous problems from the toner contract with Office Source. The contract requires delivery within two days and frequently orders are taking five days or longer. In addition, the boxes continuously arrive damaged.

The Purchasing department notified Office Source by letter on December 8, 2003 informing them of their non-compliance regarding delivery time and their use of substituting remanufactured toner cartridges. However, the County still receives shipments late and damaged boxes.

Purchasing is requesting approval from the Commission to cancel this contract effective

June 30, 2004. This will be re-bid this month in order to have another contract in place on July 1, 2004.

Commissioner Elkin moved to cancel bid 64-30SEP03 for Toner Cartridges Term and Supply with Office Source for non-compliance of contract sections 4.10 (delivery time) and 2.3.2 (substituting remanufactured toner cartridges). Said cancellation will be effective June 30, 2004.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 166-2004**

B. Second Reading and Award of Bid 17-13APR04 (Computer and Server Maintenance Term and Supply)

Melinda Bobbitt stated Purchasing and the Information Technology department recommend award by lowest responsive bid to Integrated Solutions Group, Columbia, MO. This is a county-wide Term & Supply contract.

Commissioner Elkin moved to award bid 17-13APR04 for Computer Server Maintenance Term and Supply to Integrated Solutions Group.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 167-2004**

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

Commissioner Miller moved to approve the following budget amendment:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT INCREASE
2533-23000: Sheriff Local Law Enforcement Block Grant – Office Supplies	\$1,300.00
2533-23850: Sheriff Local Law Enforcement Block Grant – Minor Equipment	\$2,141.00
2533-91100: Sheriff Local Law Enforcement Block Grant – Furniture and Fixtures	\$8,268.00
2533-91300: Sheriff Local Law Enforcement Block Grant – Machinery and Equipment	\$17,050.00
2533-91301: Sheriff Local Law Enforcement Block Grant – Computer Hardware	\$8,000.00

Said budget amendment is to establish an expenditure budget for the Local Law Enforcement Block Grant to be used to furnish and equip the North and South substations.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 168-2004**

Commissioner Elkin moved to approve the following budget amendment:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT INCREASE
2530-23850: Sheriff Local Law Enforcement Block Grant – Minor Equipment	\$641.00
2533-91301: Sheriff Local Law Enforcement Block Grant – Computer Hardware	\$3,800.00

Said budget amendment is to establish an expenditure budget for the Local Law Enforcement Block Grant for the purchase of a laptop computer for the D.A.R.E. Program.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 169-2004**

Commissioner Miller moved to approve the following budget amendment:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT INCREASE
2500-83922: Sheriff Forfeiture – Operating Transfer OUT to Special Revenue Fund	\$3,676.00
2533-03917: LLEBG 03/05 Grant – Operating Transfer IN from Special Revenue Fund	\$3,676.00

Said budget amendment is for the 2003-2005 Local Law Enforcement Block Grant local match.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 170-2004**

Commissioner Elkin moved to approve the following budget amendment:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT INCREASE
2500-83922: Sheriff Forfeiture – Operating Transfer OUT to Special Revenue Fund	\$4,441.00
2530-03917: LLEBG– Operating Transfer IN from Special Revenue Fund	\$4,441.00

Said budget amendment is for the 2001-2003 Local Law Enforcement Block Grant local match.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 171-2004**

Subject: Public Works – First Reading of Change Order #1 (South Facility Remodeling Project)

David Mink, Public Works Director, was present on behalf of this item.

David Mink stated this is a change order in the amount of \$6,973.88 for the South Facility Remodeling Project. There are eight items additions to the project that were included in this change order.

- Install a 10”x10” 3 hour fire-rated vision panel for the shop door
- Repair electrical wiring to bring up to code in new and existing offices

- Modify duct work in front office
- Insulate return duct on two attic fans
- Install a light fixture
- Install a 10"x10" 3 hour fire-rated vision for the phase II area of the building
- Install two six foot stainless steel corner guards
- Additional insulation between locker room and office space

It is anticipated there will be an additional change order for this project.

Commissioner Miller stated she believes it is appropriate to put the windows in the doors.

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: Commission – Second Reading and Approval of Budget Revision

Commissioner Miller moved to approve the following budget revision:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT DECREASE	AMOUNT INCREASE
1123-86800: Emergency	\$1,335.00	
1121-91100: Commission – Furniture and Fixtures		\$1,335.00

Said budget revision is to purchase desks for the Commission Chambers.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 172-2004**

**Subject: First Reading of Annexation Agreement with City of Columbia and
Petition Requesting Annexation to the City of Columbia**

Commissioner Schnarre stated this is an agreement with the City of Columbia to annex the law enforcement complex on the west side of Highway 63. This includes all County owned property on the west side of the Highway. The City has approved this agreement.

The petition is requesting the property be zoned M-1 when it is annexed into the City.

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: Discussion – Public Art in Health Center

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

Kay Murray stated she toured the Family Health Center. She discussed with the Commissioners the art that will be throughout the Health Department and Family Health Center.

Commissioner Reports

Commissioner Schnarre

None to report at this time

Commissioner Miller

Salzburg Seminar - Strengthening Democracy and Governance - Women and Political Power

Commissioner Miller stated she attended the Salzburg Seminar in Austria last week. There were 57 women from 39 countries at the seminar. The seminar was co-chaired by Canada's first woman Prime Minister, Kim Campbell, and the ambassador to Zambia. She discussed some of the speakers at the seminar. The goal of the seminar was to find out if women in elected positions or high ministerial appointed positions make a difference in government.

Commissioner Elkin

None to report at this time

Public Comment

Butch Johnson, 2304 Grandview Circle, Columbia, was present before the Commission to discuss problems with storm water drainage on the property that he is leasing.

There was no further public comment.

The meeting adjourned at 10:21 a.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