

TERM OF COMMISSION: November Session of the October Adjourned Term

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

PRESENT WERE: Presiding Commissioner Daniel K. Atwill
District I Commissioner Karen M. Miller
District II Commissioner Skip Elkin
Adm. Assistant, Resource Management Kelle Westcott
Director, Resource Management Stan Shawver
Sewer District, Andy Lister
Collector, Pat Lensmeyer
Senior Buyer Amy Robbins
Deputy County Clerk Diane Buchmann

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

Court Administrator

1. Budget Amendment Office of State Courts Administrator funding through the Annie E Casey Foundation for Juvenile Detention Alternatives to fund the Sites Visits Funds and the Evening Reporting Center. (2nd reading, 1st read 10-16-12)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the following budget amendment for the Office of State Courts Administrator funding through the Annie E Casey Foundation for Juvenile Detention Alternatives to fund the "Sites Visits Funds" and the Evening Reporting Center through the end of December 2012.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
1243	03451	Judicial Grants	State Reimbursement		2,500.00
1243	23400	Judicial Grants	Food		615.00
1243	23050	Judicial Grants	Other Supplies		1,810.00
1243	71100	Judicial Grants	Outside Services		75.00

Commissioner Elkin seconded the motion.

The motion carried 3 to 0. **Order #529-2012**

Collector

2. Contract Amendment Number One to Depository Agreement with Boone County National Bank. (1st reading)

Collector, Pat Lensmeyer spoke to this item and said that there will be three interest bearing accounts upon which deposits will be maintained and checks will be drawn. Surtax funds were being co-mingled with other funds. The three accounts will be referred to as Tax Impoundment Account, Collector Installment Account and the Collector Surtax Account. Ms Lensmeyer also noted the cost would be \$5/month per account.

Commissioner Miller noted there will be much more transparency this way.

There were no further questions or comments.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available Commission meeting with an appropriate order for approval.

Resource Management

3. Purchase Requisition for Engineering Design Services on Rustic Road Bridge #3310004 (2nd reading, 1st read 10-30-12)

Refer to #4.

4. Approval of Proposal for Consultant Services with Bartlett & West, Inc. (2nd reading, 1st read 10-30-12)

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby approve the proposal for Consultant Services with Bartlett & West, Inc. The terms of this agreement are stipulated in the attached agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #530-2012**

5. Review of Proposed fee increase for Resource Management.

Stan Shawver reviewed the proposed fee increases. Last major review and adjustment occurred in 2002, with an adjustment to the building permit fees in 2005. Mr. Shawver reviewed the handout with the Commissioners that included history of department fees back to 1973, proposed fees for land use applications, land use fees that are included in Planning & Zoning, building permit fees for Building Codes, how building permit fees are calculated and comparison to fees in the City of Columbia.

The meeting was opened to public comments. Jimmy Pounds stated he was against the proposed fee increases. Said fees were not all inclusive and did not cover such things as water meter, sewer tap and a couple of other things. He wanted everyone to understand that. He did appreciate the conservative position taken while calculating the fees.

There were no further comments or questions.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to

schedule this item for a second reading at the next available Commission meeting with an appropriate order for approval.

6. Boone County Road & Bridge Improvement/Repair Cooperative Agreement Approved Application Based Project Application from City of Sturgeon. (1st reading)

Mr. Shawver stated this is for the allocation of their tax dollars and is for this year only.

Commissioner Atwill asked if this was included in the first batch.

Mr. Shawver stated that the documents were lost and this is getting the process started again.

There were no further comments or questions.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available Commission meeting with an appropriate order for approval.

7. Boone County Road & Bridge Improvement/Repair Cooperative Agreement Approved Application Based Project Application for Town of Harrisburg. (1st reading)

Mr. Shawver said this is the same situation as the previous item, but in this case the County of Boone misplaced the documents.

Mr. Shawver stated same deal only we are at fault on this one.

There were no further comments or questions.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to

schedule this item for a second reading at the next available Commission meeting with an appropriate order for approval.

Employee Recognition Committee

8. Employee of the Quarter for the 3rd Quarter of 2012: Linda Sloan

Kelle Westcott introduced the nominees for Employee of the Quarter for the 3rd Quarter of 2012. They were Ryan Irish, Linda Sloan, Darren Kimbrel and Alicia Koetting. Ms Westcott presented a brief overview of each nominee and those attributes which led them to becoming nominees for this honor. Linda Sloan was chosen as the Employee of the Quarter. All were invited to a reception in Room 311 of the County Government Center.

Purchasing

9. 50-25SEP12-Hoses and Fittings Term and Supply (1st reading)

Amy Robbins read the following memo:

50-25SEP12 – Hoses and Fittings Term and Supply opened on September 25, 2012. three bids were received and Public Works recommends award by low bid to John Henry Foster Company.

This is a term and supply contract and invoices will be paid from department 2040 – Public Works Maintenance Operations , account 60200 – Equipment Repairs/Maintenance.

Attached is the Bid Tabulation for your review.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available Commission meeting with an appropriate order for approval.

Sewer District

10. Resolution of the Boone County Regional Sewer District: Manchester Heights Sanitary Sewer NID (1st reading)

Mr. Lister stated this is a resolution authorizing the Presiding Commissioner to sign on behalf of the applicant, which would be Boone County, on the state revolving fund documents that will be executed for the Manchester Heights Neighborhood Improvement District.

Commissioner Atwill asked how much this was going to cost.

Andy Lister said that has yet to be determined. They are working on additional sources of funding.

Commissioner Atwill asked if the cost would be known by the 2nd reading.

Commissioner Miller said that it would not. This is a new process with CDBG and USDA in obtaining loans at low interest rates. The Manchester Heights neighborhood meets the low cost criteria.

Commissioner Miller also stated that CJ has reviewed all the documents. This process has been reviewed by all the offices of the County and has been through an extensive process. This now is just a formality.

Commissioner Elkin asked if we could include a "NOT TO EXCEED" clause.

Commissioner Miller said that the resolution does not call for any such language, but that is not to say that it can not be inserted into the Commission Order.

Commissioner Atwill said that was appropriate.

Commissioner Miller advised Andy to work with the Deputy County Clerk on the language for the Commission Order.

Commissioner Miller stated that the max is 25% more than the estimate amount.

Commissioner Miller asked Andy about the Process Documentation being developed for this process in case the County does this again.

Andy said they are working on it.

Commissioner Miller would like a brochure to hand out so everyone knows how involved this process can be. Manage expectations of the people involved.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available Commission meeting with an appropriate order for approval.

Commission

11. Budget Revision to increase revenue to class 2 funds for Facilities Maintenance. (2nd reading, 1st read 10-25-12)

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby approve the following budget revisions to increase class 2 funds for Facilities Maintenance.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
6100	37210	Facilities Maintenance	Training	500	
6100	23850	Facilities Maintenance	Minor Equip & Tools		1,500
6100	71526	Facilities Maintenance	Disposal Services	1,000	
6100	86800	Facilities Maintenance	Emergency	7,500	
6100	23035	Facilities Maintenance	Maintenance Supplies		4,500
6100	23050	Facilities Maintenance	Other Supplies		3,000

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #531-2013**

12. Public Comment

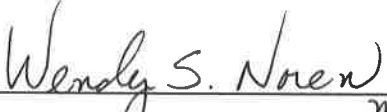
None

13. Commissioner Reports

None

The meeting adjourned at 2:00 p.m.

Attest:



Wendy S. Noren
Clerk of the County Commission



Daniel K. Atwill
Presiding Commissioner



Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner