

TERM OF COMMISSION: December Session of the October Adjourned Term

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

PRESENT WERE: Presiding Commissioner Dan Atwill  
District I Commissioner Karen Miller  
District II Commissioner Skip Elkin  
County Counselor CJ Dykhouse  
Senior Buyer Amy Robbins  
Administrative Assistant Kelle Westcott  
Deputy County Clerk Mike Yaquinto

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

Commissioner Atwill opened the meeting by noting that this is the final meeting for Commissioner Elkin and that a proclamation has been prepared honoring him for his service.

Commissioner Atwill read the following proclamation:

**WHEREAS,** the County of Boone has been privileged to receive the good work and services of Frank (Skip) Elkin as Northern District Commissioner of the County for the period of January 1, 2001 to December 31, 2012, and in recognition of his years of service and outstanding work; and

**WHEREAS,** Skip Elkin has managed to also live a full life as husband to his beautiful wife Lucy and father to his beautiful daughters Kathryn and Alexandra; and

**WHEREAS,** Whereas, Skip Elkin has also served the United States of America by active duty service in the United States Marine Corps and in the Missouri Army National Guard; and

**WHEREAS,** Skip Elkin deserves special recognition for his extra effort in reorganizing the Public Works Department of the County of Boone, and helping to make Boone County roads and bridges among the best in the state; and

**WHEREAS,** Skip Elkin deserves special recognition for his work in the preservation and improvement of the Boone County Fairgrounds, the renovation of the Roger B. Wilson Boone County Government Center, the leadership in the development of the Northeast and East Area land use plans and many

other crucial functions of the County; and

**WHEREAS,** Skip Elkin has above all else, spread a positive attitude and encouraged others to excel in their respective responsibilities;

**THEREFORE,** with our best wishes for the future let it be known that Skip Elkin is hereby recognized for his outstanding leadership, dedication and work during his years of service as District II Commissioner of Boone County, Missouri, for which all Boone Countians have benefitted.

**IN TESTIMONY WHEREOF,** this 27<sup>th</sup> Day of December, 2012.

Commissioner Atwill presented the Proclamation to Commissioner Elkin.

Commissioner Elkin thanked everyone.

**Purchasing**

**1. Bid Award; Request for Proposal 47-02OCT12 – Networked Fire Alarm Detection and Notification System for the Boone County Jail closed on October 2, 2012.**

**(2nd read, 1<sup>st</sup> read 12-11-12)**

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby award bid 47-02OCT12 – Networked Fire Alarm Detection and Notification System for the Boone County Jail closed on October 2, 2012 to Corsair Controls per contract agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

Commissioner Elkin seconded the motion.

The motion carried 3 to 0. **Order #601-201**

**2. Second reading; Copy Paper Term and Supply bid, 56-20NOV12 (1<sup>st</sup> reading 12-20- 12)**

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby award bid 56-20NOV12 – Copy Paper Term and Supply to Schriefer’s Office Equipment. The cost of the contract is \$34,569.07 and is a county-wide contract. It is further ordered the Presiding Commissioner is hereby authorized to sign said Purchase Agreement.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #602-2012**

**3. Second reading; MM62 – Bituminous Material Term and Supply (1<sup>st</sup> reading 12-2012)**

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby award bid MM62 – Bituminous Material Term and Supply to three vendors, Coastal Energy Corporation, Missouri Petroleum, and Vance Brothers per terms stipulated in the attached Purchase Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Purchase Agreement.

Commissioner Elkin seconded the motion.

The motion carried 3 to 0. **Order #603-2012**

**4. Second reading; Utilize Missouri Department of Transportation cooperative contract with Tri-State Construction Company of Ashland, MO to purchase two (2) John Deere Motorgraders and dispose of two Motorgraders (1<sup>st</sup> reading 12-20-12)**

Commissioner Elkin moved on this day the County Commission of the County of Boone does

hereby approve the utilization of the Missouri Department of Transportation's cooperative contract #3-120621RJ to purchase two (2) John Deere Motorgraders from Tri-State Construction Equipment Company of Ashland, MO and to dispose of the following two(2) Motorgraders:

<u>Description</u>	<u>Fixed Asset Tag</u>
2003 672CH John Deere Motorgrader Serial # DW672CH586837	13892
2004 672CH John Deere Motorgrader Serial # DW672CH592795	14574

The terms of this Cooperative Contract are stipulated in the attached Purchase Agreement.

It is further ordered the Presiding Commissioner is hereby authorized to sign said Purchase Agreement and Disposal Forms.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #604-2012**

**5. First reading; Bid 59-05DEC12 – Spreader and Snow Plow**

Amy Robbins read the following memo:

The Bid for Spreader and Snow Plow opened on December 5, 2012. Three bids were received. Facility Maintenance recommends award as follows:

Knapheide Truck Equipment of Jefferson City, MO (1) Spreader: Snow EX Vee Pro Poly/Electric: SP6000	\$3,757.00
Maxwell Trailers of Columbia, MO (1) Poly Snow Plow for Toyota Tacoma: Western SUBG8	\$4,050.00

(1) Hitch-Mount (Tailgate) Ice Melt Spreader: Buyers Salt Dogg:  
TGSUVPROA \$920.00

SNOW EX-SP6000 spreader was not the low bid, but capacity and metal frame used in design make it the best bid for Boone County.

Total for equipment purchase is \$8,727.00 and will be paid from department 6100 – Facilities & Grounds Maintenance, account 91300 – Machinery & Equipment. \$8,927.00 was budgeted for this purchase.

Attached is the Bid Tabulation.

There were no 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 appropriate order for approval.

**6. First reading; Utilize Missouri Dept. of Transportation's cooperative contract #3-110721RJ to purchase one (1) 10' Reversible Snow Plow from Henke Manufacturing Corp. Disposal of Snow Plow – Fixed Asset Tag #10194**

Amy Robbins read the following memo:

Purchasing and Public Works request permission to utilize the Missouri Department of Transportation's cooperative contract number 3-110721RJ to purchase one (1) 10' Reversible Snow Plow from Henke Manufacturing Corporation of Leavenworth, KS.

Total cost for Snow Plow is \$7,588.00 and will be paid from department 2040 – Public Works Maintenance Operations, account 91300 - Machinery & Equipment.

Public Works requests to dispose of the following Snow Plow:

<u>Description</u>	<u>Fixed Asset Tag</u>
1995 Good Roads GR120M Snow Plow Serial # 2673-A	10194

There were no 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 appropriate order for approval.

**7. First reading: Utilize Missouri Dept. of Transportation’s cooperative contract #3-121101RJ to purchase four (4) 2013 Chevrolet Silverados from Putnam Chevrolet Corporation of California, MO and to dispose of four (4) trucks.**

Amy Robbins read the following memo:

Purchasing and Public Works request permission to utilize the Missouri Department of Transportation’s cooperative contract number 3-121101RJ to purchase four (4) 2013 Chevrolet Silverados from Putnam Chevrolet Corporation of California, MO.

Total cost for the trucks is \$104,120.00 and will be paid from department 2040 – Public Works Maintenance Operations, account 92400 – Replacement Auto/Trucks.

Public Works is requesting to dispose of the following four (4) trucks:

<u>Description</u>	<u>Fixed Asset Tag</u>
2003 GMC 1500 ½ T Ext Cab 4WD	14031
2003 GMC 1500 ½ T 4WD	14032
2007 Chev 2500 Ext Cab 4WD	16229
2007 Chev 2500 Ext Cab 4WD	16230

There were no 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 appropriate order for approval.

**Health Department**

**8. Second reading of revisions to the Boone County Food Code, Chapter 9 of the Code of Health Regulations of Boone County, Missouri. (1<sup>st</sup> reading 12-20-12)**

Commissioner Elkin moved:

**NOW ON THIS DAY THE COUNTY COMMISSION OF THE COUNTY OF BOONE DOES HEREBY ORDER READOPTING CHAPTERS 1, 2, 3, 4, 5, 6, 7 and 8, and REVISING CHAPTER 9 OF THE CODE OF HEALTH REGULATIONS FOR BOONE COUNTY, MISSOURI**

**NOW** on this 27 day of December, 2012, the County Commission of Boone County, Missouri, met in regular session and entered the following order in regard to revisions the Code of Health Regulations for Boone County, Missouri:

**IT IS ORDERED** that Chapters 1, 2, 3, 4, 5, 6, 7, 8, as currently maintained by the County Clerk of Boone County are hereby readopted, and Chapter 9 of the Code of Health Regulations for Boone County, Missouri, be revised and enacted in accordance with the text attached hereto and incorporated by reference, and

**IT IS FURTHER ORDERED** that the foregoing chapters 1, 2, 3, 4, 5, 6, 7, 8, and 9 of the Code of Health Regulations shall be effective from and after the date this order is entered.

**IT IS FURTHER ORDERED** that the County Clerk of Boone County, Missouri, print and make available for distribution to the public copies of the Code of Health Regulations, and

**IT IS FURTHER ORDERED** that the attached order pertaining to the enactment of the Code of Boone County Health Regulations be published for a period of three (3) successive weeks commencing within thirty (30) days of the date of this order.

**WITNESS** the signatures and seal of the Boone County Commission on the day and year first above written.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #605-2012**

**9. Second reading of an Order establishing fees, to be effective February 1, 2013, for administering the Boone County Food Code, Chapter 9 of the Code of Health Regulations of Boone County, Missouri. (1<sup>st</sup> reading 12-20-12)**



CJ Dykhouse noted the revised effective dates on the fees. He said the change was made to coincide with the Collectors Office.

Commissioner Miller moved:

NOW ON THIS DAY the County Commission of the County of Boone does hereby set the fees for permits and other activities associated with Chapter 9 of the Boone County Code of Health Regulations (the Boone County Food Code) as follows:

1. **BASIC FEES: Effective May 1, 2013**, those required to have a permit under this Chapter must prepare and submit an annual application on forms to be provided by the Boone County Health Department. For gross receipt purposes, all gross revenues not related to food shall be subtracted from the gross receipts figure used for this application. The Basic Fees shall be assessed according to the following fee schedule:

RISK→ GROSS RECEIPTS ↓	LOW RISK	MEDIUM RISK	HIGH RISK
< \$250,000	\$140	\$210	\$280
\$250,000 - \$750,000	\$210	\$280	\$350
>\$750,000	\$280	\$350	\$420

2. **TEMPORARY FOOD PERMITS: Effective February 1, 2013**, persons conducting a temporary food event (an event lasting less than fifteen (15) days), shall pay an inspection fee of Thirty Dollars (\$30.00). Notwithstanding the foregoing, there will be no fees charged for

temporary food permits for events for which there is only one (1) food vendor participating.

**3. REINSPECTION FEES: Effective February 1, 2013,** in addition to the Basic Fees set out above, food establishments shall pay an administrative service fee of One Hundred Dollars (\$100.00) per inspection for second and subsequent reinspections required to confirm corrections of violations noted during the inspection process.

The Commission notes that the fees as set out above are anticipated to cover 29% of the County's costs in administering the County's Food Code program per the data compiled by the City/County Health Department.

Commissioner Elkin seconded the motion.

The motion carried 3 to 0. **Order #606-2012**

**10. Second reading of an Order authorizing and directing public notice of the revision and re-adoption of the Code of Health Regulations of Boone County, Missouri (1<sup>st</sup> reading 12-20-12)**

Commissioner Atwill moved:

**NOW ON THIS DAY THE COUNTY COMMISSION OF THE COUNTY OF BOONE DOES HEREBY APPROVE THE ORDER FOR PUBLIC NOTICE STATING:**

On the 27 day of December, 2012, the County Commission for Boone County, Missouri, met in regular session and entered the following order in regard to the Code of Health Regulations for Boone County, Missouri:

**IT IS ORDERED THAT** the County Clerk of Boone County, Missouri, make available to

the public copies of Chapters 1, 2, 3, 4, 5, 6, 7, 8 and the revised Chapter 9 of the Code of Health Regulations for Boone County, Missouri, readopted and/or revised on the 27 day of December, 2012, by order of this Commission, and that the general public is hereby notified that such regulations as readopted and revised are available for distribution to the public at the office of the County Clerk, Boone County, Missouri, Boone County Government Center, 801 E. Walnut, Columbia, Missouri 65201.

Insertions: January 3, 2013, January 10, 2013, January 17, 2013

Commissioner Elkin seconded the motion.

The motion carried 3 to 0. **Order #607-2012**

## **Public Works**

### **11. 1<sup>st</sup> and 2<sup>nd</sup> reading; Amendment to MOU with Laborers' Local Union 773 to allow participation in the budgeted FY2013 merit pool**

CJ Dykhouse said this allows the Public Works bargaining unit employees to participate in the budgeted FY2013 merit pool. This is similar to what was done in 2011 for the FY2012 budget except for 2013 the pool of eligible employees is broader to include everybody who is non-probationary receiving pay at 86% of midpoint or higher, and employees who are over the maximum of their pay range for their position.

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby mutually agree to amend the Memorandum of Understanding 2011-2013 with

Laborers' Local Union 773 of the Laborers' International Union of North America per attached amendment. It is further ordered the Presiding Commissioner is hereby authorized to sign said amendment.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #608-2012**

### **Resource Management**

**12. First reading; 2013 General Consultant Agreements for: CM Engineering; HDR Engineering, Inc; Scroggs Architecture P.C.; Allstate Consultants LLC; Crockett Engineering Consultants; Engineering Surveys and Services, LLC**

Kelle Westcott said this is an annual General Consultant Agreement where we set up a registry of pre approved companies for any of the departments of the county to get a proposal for services needed.

There were no 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 appropriate order for approval.

### **Commission**

**3. Second reading of an amended policy relating to the distribution of Net Additional Sales Tax Revenue to Application Entities as contemplated in Commission Order 294-**

**2011. (1<sup>st</sup> reading 12-20-12)**

Commissioner Elkin moved on this day the County Commission of the County of Boone hereby **rescinds** Commission Order 324-2002 and Commission Order 268-2012, and **adopts** the following process for the distribution of Net Additional Sales Tax Revenue to the Application Entities as contemplated in Commission Order 294-2011:

1. The Net Additional Sales Tax Revenue allocated to the Application Entities (1% per Commission Order 294-2011) shall be distributed as follows:
  - a. Beginning in 2013 for a period of 5 years, funding will be distributed solely on the basis of a Cooperative Agreement in which the Stakeholder Entity agrees to use the funds for road and bridge improvements, without any project-specific application necessary, in the following percentages, for the following municipalities:
    - i. Sturgeon – 48%
    - ii. Rocheport – 19%
    - iii. Harrisburg – 16%
    - iv. Hartsburg – 12%
  - b. Beginning in 2013 for a period of 5 years, the remaining 5% shall be budgeted toward the Application Entity Pool, with any unexpended funds being re-budgeted in each successive year so as to accumulate a larger budgeted amount in the Application Entity Pool.
  - c. In Year #6, funding will be distributed solely on the basis of a Cooperative Agreement in which the Stakeholder Entity agrees to use the funds for road and bridge improvements, without any project-specific application necessary, in the following percentages, for the following municipalities:
    - i. Sturgeon – 37%
    - ii. Rocheport – 15%

- iii. Harrisburg – 13%
  - iv. Hartsburg – 10%
  - d. In Year #6, the remaining 25% shall be budgeted toward the Application Entity Pool, with any unexpended funds being re-budgeted in each successive year so as to accumulate a larger budgeted amount in the Application Entity Pool.
2. The 6-year cycle set out above will then repeat.
  3. As funding is available in the Application Entity Pool, the Application Entities of Pierpont, McBaine, and Huntsdale shall be eligible to apply for funds from the Application Entity Pool funds using the Application approved in Commission Order 264-2012. Boone County Resource Management staff will review said applications and make a recommendation on whether the application-based project appears to be eligible for further funding consideration by the Commission.
  4. Scenario #2 on the chart below (based on estimated 2012 figures) is incorporated herein as an example of how this Commission Order is intended to be implemented.

Scenario 2 (Recommendation) Year 1-5			Year 6	
2012			100% of Pool	
Preliminary Assessed Valuation	%	Allocated per Assessed Valuation	Allocated per Assessed Valuation	Allocated per Assessed Valuation
Sturgeon	7,053,149	48%	32,724.73	37%
Rocheport	2,846,652	19%	13,207.71	15%
Harrisburg	2,403,676	16%	11,152.45	13%
Hartsburg	980,420	* 12%	8,160.00	10%
Pierpont	1,108,226			
McBaine	135,173	** 5%	3,400.00	25%
Huntsdale	128,717			
<b>14,656,013</b>	<b>100%</b>	<b>68,000.00</b>	<b>100%</b>	<b>68,000</b>

\* Increase Hartsburg from 7% to 12% of AV proportion.  
 \*\* Decrease Huntsdale, McBaine & Pierpoint in the aggregate from 10% to 5% of AV proportion. These funds will be pooled until such time a project is requested and approved. Any carryover/unused funds from other cities can automatically go into this pool until a such time a project is requested and approved.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #609-2012**

**14. 1<sup>st</sup> and 2<sup>nd</sup> reading; 2013 & 2014 Commission Assignments**

Commissioner Atwill moved on this day the county Commission of the County of Boone does hereby adopt the 2013 & 2014 Commission Assignments per the attached memorandum.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #610-2012**

**15. Public Comment**

None

**16. Commissioner Reports**

Commissioner Miller requested that one additional order be added to the record.

Commissioner Atwill agreed.

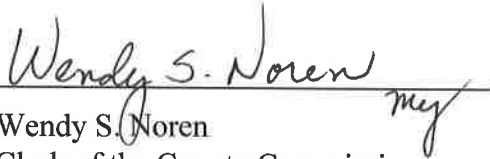
Commissioner Miller moved on this day the County Commission of the County of Boone does hereby declare the attached proclamation honoring Frank "Skip" Elkin's service to Boone County.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0.

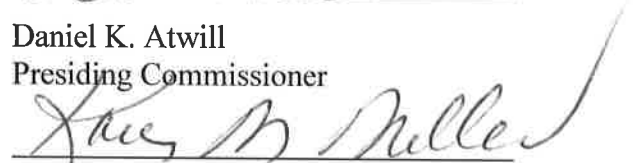
The meeting adjourned at 2:00 p.m.

Attest:

  
Wendy S. Noren  
Clerk of the County Commission

  
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Daniel K. Atwill  
Presiding Commissioner

  
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Karen M. Miller  
District I Commissioner

  
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Skip Elkin  
District II Commissioner