

TERM OF COMMISSION: March Session of the January 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 Janet Thompson
Purchasing Director Melinda Bobbitt
Information Technology Technician Drew Yochum
Deputy County Clerk Mike Yaquinto

The meeting was called to order at 1:33 p.m.

Purchasing

1. First reading; Cooperative Contract AEPA009.D – Photocopier purchase for the Juvenile Justice Center

Melinda Bobbitt read the following memo:

The Juvenile Justice Center requests permission to utilize the Association of Educational Purchasing Agencies (AEPA) cooperative contract AEPA009.D - Photocopiers with Kyocera Document Solutions America, Inc. of Fairfield, New Jersey to purchase a photocopier.

Cost of copier is:

Kyocera TASKalfa 4550i Digital Copier	\$5,704.00
4,000 Sheet Stapler Finisher with AK-730: DF-790	\$351.00
Additional Two (2) 1,500 Sheet Drawers / Base: PF-740	\$363.00
Data Security Kit (E) -- Sanitizes the Hard Drive	\$307.00
Surge Protector	\$135.00

The Data Security Kit that was are purchasing for \$307 actually encrypts a document when it is scanned, then once the scanning is completed, it sanitizes what was scanned and eliminates it from the memory. This Security Kit could be purchased from Kyocera and added to all of our Kyocera machines.

Total cost of copier is \$6,860 and will be paid from department 1242 – Juvenile Justice Center, account 92300 – Replacement Machinery and Equipment. \$6,692 was budgeted for the copier and Juvenile Justice Center prepared a Budget Revision for \$168.00 to cover the difference from 1242 / 91301.

Copier maintenance will be provided from Da-Com Columbia LLC on a separate agreement.

The Juvenile Justice Center is not currently disposing of their existing copier machine, fixed asset tag 14320. They are not going to carry maintenance on this equipment and will keep it until it is no longer functioning.

Commissioner Miller noted that it appears they will have two copiers as there is no disposal request of the replaced copier.

Ms Bobbitt concurred and said it might be because there is no maintenance contract on the replaced copier.

Commissioner Miller said that they will eventually want a replacement for the old copier and will have two copiers. She requested that the Purchasing Department flag this item so there is no possibility that a second copier will be procured for the JJC.

Ms Bobbitt said she would flag this item.

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 appropriate order for approval.

2. First reading; Cooperative Contract AEPA009.D – Photocopier Maintenance for the Juvenile Justice Center

Melinda Bobbitt read the following memo:

The Juvenile Justice Center requests permission to utilize the Association of Educational Purchasing Agencies (AEPA) cooperative contract AEPA009.D to purchase copier maintenance from Da-Com of Missouri LLC.

Maintenance will be provided for a Kyocera TASKalfa 4550i Digital Copier that was purchased from the same contract from Kyocera Document Solutions America.

Cost of maintenance for the period June 1, 2013 through December 31, 2013 is \$562.80 with overage billed at \$0.0067 per copy. Invoices will be paid from department 1242 – Juvenile Justice Center, account 60050 – Equipment Service Contract. \$1,340 was budgeted for maintenance for 2013.

There were no 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 appropriate order for approval.

3. First reading; Disposal of surplus PC & Peripheral equipment through the MRC Recycling Center

Melinda Bobbitt read the following memo:

The Purchasing Departments requests permission to dispose of the following list of surplus PC & Peripheral equipment through MRC Recycling Center. MRC Recycling will pick up our surplus at no charge. They are a State of Missouri, DNR Level Four recycling center. No computer items are land-filled. Purchasing will obtain a Certificate of Destruction, and we will let them know that we want everything recycled, not reused so nothing ends up in the landfill.

MRC Recycling Center certifies that they have picked up the following items and that all items will be recycled, not reused, so nothing ends up in the landfill.

Commissioner Atwill asked what happens to the hard drives.

Ms Bobbitt said that I/T takes care of the disposed hard drives.

Drew Yochum from I/T said that the hard drive is physically removed and a hole is drilled through the drive.

Commissioner Atwill requested that future requests by Purchasing note this in the memo so it can be read into the record.

Ms Bobbitt said she would do so.

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 appropriate order for approval.

**4. Second reading; 08-14FEB13 – Crushed Stone Aggregate & Chip Seal Products
Term & Supply (1st reading 3-5-13)**

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve a multi-vendor bid award to ConAgg of MO, LLC and Mid-Missouri Limestone. The terms of the agreement are stipulated in the attached Purchase Agreements. It is further ordered the Presiding Commissioner is hereby authorized to sign said Purchase Agreements.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #110-2013**

Commission

5. 1st & 2nd reading; Capital Expenditure to Air Systems, LLC to be paid from Capital Expenditures subsidy within the Fairgrounds Maintenance Fund in the amount of \$2,522.00.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve an expenditure in the amount of \$2,522.00 to Air Systems, LLC to be paid from the Capital Expenditures subsidy, appropriation account 2120-9220, within the Fairgrounds Maintenance Fund for repairs to Hydro Temp Unit #3, Hydro Temp Unit #4, South Restroom Furnace Unit and SE Arena Radiant Heater. It is further ordered the Presiding Commissioner sign the attached Proposal.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #111-2013**

6. 1st & 2nd reading; Capital Expenditure to Air Systems, LLC to be paid from Capital Expenditures subsidy within the Fairgrounds Maintenance Fund in the amount of \$4,317.62

Commissioner Thompson requested that this item be pulled from the agenda so she can verify that the emergency work done does not overlap with the work completed in the previous agenda item regarding the repairs to the various Hydro Temp Units and Heaters at the Fairgrounds.

Commissioners Atwill and Miller agreed.

7. First reading; Scott Blvd. Phase II Notice of Public Improvement Project

Commissioner Miller requested that County Counselor Dykhouse review the documents before the Commission signs the various easements that are included in the project. All Commissions agreed that C. J. needs to review the contracts before the 2nd reading.

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 appropriate order for approval.

8. 1st & 2nd reading; Re-appoint Josh Campbell to the Building Code Commission Board, effective 3/1/13 to 3/1/15

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby reappoint the following:

Name	Board	Period
Josh Campbell	Building Code Commission	March 1, 2013 through March 1, 2015

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #112-2013**

9. 1st & 2nd reading; Re-appoint Carl Freiling to the Planning & Zoning Board, effective 3/1/13 to 3/1/17

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby reappoint the following:

Name	Board	Period
Carl Freiling	Planning & Zoning	March 1, 2013 through March 1, 2017

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #113-2013**

10. 1st & 2nd reading; Re-appoint Jessica Kempt to the Board of Equalization, effective 10/17/12 to 10/17/16

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby reappoint the following:

Name	Board	Period
Jessica Kempt	Board of Equalization	October 17, 2012 through October 17, 2016

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #114-2013**

11. 1st & 2nd reading; Organizational use of the Government Chambers by Bobby Schembre to discuss Columbia's art scene for April 16, 2013 from 6p.m. to 9p.m.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the organizational use of the Boone County Chambers by Bobby Schembre to meet and discuss Columbia's art scene on April 16, 2013 from 6pm to 9pm. It is further ordered the Presiding Commissioner is hereby authorized to sign the attached Application for Organizational Use.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #115-2013**

12. Public Comment

None

13. Commissioner Reports

None

The meeting adjourned at 1:45 p.m.

Attest:

Wendy S. Noren *ny*
Wendy S. Noren
Clerk of the County Commission

Daniel K. Atwill

Daniel K. Atwill
Presiding Commissioner

Karen M. Miller

Karen M. Miller
District I Commissioner

Janet M. Thompson

Janet M. Thompson
District II Commissioner

