

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  
Senior Buyer Amy Robbins  
Director Resource Management Stan Shawver  
HR Benefits Rep Shannon Leigers  
Account Jason Gibson  
GIS Manager Jason Warzinik  
Deputy County Clerk Mike Yaquinto

The meeting was called to order at 1:31 p.m.

### **Purchasing**

#### **1. First reading; 09-15FEB13 – Professional Land Surveying Services – Section Corner Survey Project**

Amy Robbins read the following memo:

The Request for Qualifications for *Professional Land Surveying Services – Section Corner Survey Project* closed on February 15, 2013. Seven qualification responses were received.

The evaluation committee consisted of Jason Warzinik, GIS Manager, Heather Schafer, GIS Analyst, Jeff Davis, Cartographer and Matthew Thomas, County Surveyor. The evaluation committee recommends award to Bartlett & West, Inc. per their attached evaluation report. Also attached is a spreadsheet of a breakdown of the pricing offered and the Evaluation Report Form listing the points assigned by the evaluation team.

Of the short list of Offerors, Bartlett & West offered the most competitive pricing of a not to exceed price of \$400.00/corner. Contract shall be a not to exceed cost of \$35,000 and invoices

will be paid from department 2010 Assessment, account 71101 Professional Services. \$35,000 was originally for this project.

Commissioner Miller stated this is something we have been doing for years.

Commissioner Atwill noted the number of applicants and asked where Bartlett & West is located.

Jason Warzinik said they are from Jefferson City.

Commissioner Miller asked how many more corners will be monumented in the County.

Jason Warzinik said that it is a two phase project. The 1<sup>st</sup> phase was completed in 2010 and the 2<sup>nd</sup> phase is this year.

Commissioner Atwill asked if Bartlett & West has been used by the County before.

Both Jason Warzinik and Amy Robbins said yes.

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. Second reading; Cooperative Contract #C210033001 – Networking Products: Cisco Products (1<sup>st</sup> reading 3-19-13)**

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the utilization of the State of MO Cooperative Contract C210033001 –

Networking Products: Cisco Products by the Information Technology and Purchasing Departments.

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.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order #132-2013**

**3. Second reading; Surplus equipment disposal by auction or destruction (1<sup>st</sup> reading 3-19-13)**

Commissioner Atwill moved on this day the County Commission of the County of Boone does hereby approve the request by the Purchasing Department to dispose of the attached list of surplus equipment by auction on GovDeals or by destruction for whatever is not suitable for auction. It is further ordered the Presiding Commissioner is hereby authorized to sign the Request for Disposal forms.

Commissioner Miller seconded the motion.

The motion carried 2 to 0. **Order #133-2013**

Commissioner Miller noted that the original memorandum has been change to reflect that the tasers are 98-99%infused plastic and are being destroyed by the Sheriff's Department by melting.

**4. Second reading; Amendment Number One – 30-29JUN11 – Shop Fluids (1<sup>st</sup> reading**

3-19-13)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve Contract Amendment Number One – 30-29JUN11 – Shop Fluids - adding additional products with firm pricing through June 30, 2013 to the existing Term and Supply Purchase Agreement with Champion Brands LLC. It is further ordered the Presiding Commissioner is hereby authorized to sign said Contract Amendment.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order #134-2013**

## **GIS**

### **5. First reading; Approval for an emergency replacement hardware purchase of a new field mapping unit**

Jason Warzinik spoke to this item and said that the device will be used by the Assessor's Office for this year's re-appraisal for billboards as well as other departments that do not have dedicated field mapping. This device let's us take GIS out in the field. It also has a built in camera to take a picture of the asset and link it into the GIS. The existing hardware is dated and does not support the new mapping software.

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.

**Resource Management**

**6. First reading; First Amendment of a Cooperative Agreement with the Missouri Highways and Transportation Commission regarding the Rt. Z road improvement project**

Stan Shawver spoke on this item stating that this is a result of MDOT and the Water District not reaching an agreement. The County was able to use their existing contract with the Water District so the project can move forward which resulted in the amendment to the contract between the County and MDOT. The First Amendment to the Cooperative Agreement covers this change.

Commissioner Miller asked if there is a legal agreement on the costs.

Mr. Shawver said yes.

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.

**Human Resources**

**7. 1<sup>st</sup> & 2<sup>nd</sup> reading; Formal adoption of the Human Resources 2012 Annual Budget**

Shannon Leigers stated this is the Annual Report as reviewed in the Commissioners meeting and requested that it be approved as submitted.

Commissioner Miller acknowledged that the report has been reviewed several times and there is no need to go over it again with a request for a formal Powerpoint presentation next year for public record.

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby adopt the attached Human Resources 2012 Annual Report.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #135-2013**

### **Public Works**

#### **8. Second reading; Purchase new Air Compressor for shop service truck 1751 (1<sup>st</sup> reading 3-19-13)**

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve Public Works to purchase a new air compressor, at a cost of \$2,200, for shop service truck 1751 from out of cost saving in account 2040-92300.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #136-2013**

### **Commission**

#### **9. First reading; Budget Amendment to cover insurance claim expenses for FY2012**

Jason Gibson spoke on this item and said that the Budget Amendment is to cover insurance

claims from 2012. There is no effort to budget for this as the amounts change from year to year.

Commissioner Miller agreed in saying that whatever budget number you come up with, it will be wrong.

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.

**10. Second reading; Scott Blvd. Phase II Notice of Public Improvement Project (1<sup>st</sup> reading 3-7-13)**

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the following Grant of Easements between the County of Boone and the City of Columbia regarding the Scott Boulevard Phase II Notice of Public Improvement Project:

- Grant of Agreement for Temporary Construction Easement (4)
- Grant of Easement for Drainage Purposes (2)
- Grant of Easement for Street Purposes (4)

Terms and Legal Descriptions of each Grant of Easement is attached. It is further ordered the Presiding Commissioner is hereby authorized to sign said Grant of Easements.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #137-2013**

**11. 1<sup>st</sup> & 2<sup>nd</sup> reading; Proclamation for Congenital Diaphragmatic Hernia Awareness Day**

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the attached proclamation designating March 31<sup>st</sup> as Congenital Diaphragmatic Hernia Awareness Day. It is further ordered the Boone County Commissioners are hereby authorized to sign said proclamation.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #138-2013**

**12. Public Comment**

None

**13. Commissioner Reports**

Commissioner Thompson said she was in Centralia for the public announcement by Hubbell on their new phase II construction plan. They are expanding and renovating all their buildings creating additional space for new and existing employees.

Commissioner Miller asked how many new jobs they will bring in.

Commissioner Thompson said they did not specify, but do anticipate more jobs. The figures presented by Hubbell showed an increase in the number of projects they handled and the increase was astronomical. Instead of outsourcing jobs, they are now doing these in-house and creating jobs. They will be applying for the use of the EEZ as well.



Commissioner Thompson praised Hubbell for their vast improvement and job creation. It is good for the community and the city of Centralia.

There were no other reports.

The meeting adjourned at 1:48 p.m.

Attest:

  
Wendy S. Noren  
Clerk of the County Commission



Daniel K. Atwill  
Presiding Commissioner



Karen M. Miller  
District I Commissioner



Janet M. Thompson  
District II Commissioner

