

TERM OF COMMISSION: April Session of the April Adjourned Term

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

PRESENT WERE: District I Commissioner Karen Miller
District II Commissioner Janet Thompson
Director Resource Management Stan Shawver
Human Resources Shannon Leigers
Collector Pat Lensmeyer
Senior Buyer Amy Robbins
Deputy County Clerk Mike Yaquinto

The meeting was called to order at 9:30 a.m.

Purchasing

1. First reading; RFP Award Recommendation: 11-14MAR13 – Canon Photocopier Maintenance

Amy Robbins read the following memo:

The County received notice from Ricoh that they are no longer the service representative for Canon copiers and can no longer provide maintenance service for our Canon equipment effective May 1, 2013. We issued RFP *11-14MAR13 – Canon Photocopier Maintenance* which opened on March 14. Image Technologies, Data Comm and Electronic Risk Consultants submitted pricing to maintain our existing equipment. Ricoh submitted two proposals: one proposal for purchase of all new equipment and one proposal for lease to own of new equipment. Recommendation for award is Image Technologies as an “all or none” award for offering the lowest and best response for Boone County. Attached is the pricing tabulation.

Invoices for 2013 for the period May 1, 2013 – December 31, 2013 will be paid as follows:

- Asset 16232, 1132 Election & Registration / 60050 Equip Service / \$670.83 for 116,666 copies with overage @ \$0.00575. \$750.00 was budgeted for 2013.
- Asset 16574, 1131 Clerk / 60050 Equip Service / \$670.83 for 116,666 copies with overage @ \$0.00575. \$750.00 was budgeted for 2013.
- Asset 15627, 1261 Prosecuting Attorney / 60050 Equipment Service / \$916.71 for 204,167 copies with overage @ \$0.00449. \$1685.00 was budgeted for 2013.
- Asset 15531, 1200 Public Administrator / 60050 Equip Service / \$240.00 for 30,000 copies with overage @ \$0.008. \$650.00 was budgeted for 2013.
- Asset 15622, 1210 Circuit Court Services / 60050 Equip Service/ \$711.67 for 116,667 copies with overage @ \$0.0061. \$1200.00 was budgeted for 2013.
- Asset 16370, 1210 Circuit Court Services / 60050 Equip Service / \$481.25 for 87,500 copies with overage@ \$.0055. \$600.00 was budgeted for 2013.
- Asset 16572, 1160 Recorder / 60050 Equipment Service / \$670.83 for 116,666 copies with overage @ \$0.00575. \$500.00 was budgeted for 2013.
- Asset 16573, 1160 Recorder / 60050 Equipment Service / \$1,006.25 for 175,000 copies with overage @ \$0.00575. \$500.00 was budgeted for 2013.
- Asset 15017, 1251 Sheriff / 60050 Equipment Service / \$481.25 for 83,695 copies with overage @ \$0.0055. \$861.50 was budgeted for 2013.
- Asset 15018, 1251 Sheriff / 60050 Equipment Service / \$602.41 for 109,529 copies with overage @ \$0.00449. \$861.50 was budgeted for 2013.
- Asset: 16682, 1140 Treasurer / 60050 Equip Service / \$112.29 for 20,416 copies with overage @ \$0.0055. \$260 was budgeted for 2013.

There are four one-year renewals on this term and supply maintenance contract.

Commissioner Miller requested a bid tabulation spreadsheet.

Amy Robbins said she would provide that before the second reading.

There were no further questions or comments.

Commissioner Thompson 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: Purchasing request for disposal of surplus equipment

Amy Robbins read the following memo:

The Purchasing Departments requests permission to dispose of the following list of surplus equipment by auction on GovDeals or by destruction for whatever is not suitable for auction.

Commissioner Miller noted that the list contains some items that may be in demand and asked if the items on the list have been offered to other departments.

Amy Robbins said they have.

There were no further comments or questions.

Commissioner Thompson 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.

Collector

3. First reading; Budget Amendment transfer of the excess tax maintenance fund balance

Collector Pat Lensmeyer said that the Collector's Office has done this for the last several years. This is a designated fund for the County Collector and we use the fund to pay for the Assistant County Counselor and the programmer in the Collector's Office. It is very transparent. By law, anything more than ½ of the prior year regular budget is considered surplus and we transfer it to General Revenue. This Budget Amendment will transfer surplus from FY2012 to General Revenue and that is in addition to the budgeted amount for the tax maintenance fund which includes funding for the Assistant County Counselor and programmer.

Commissioner Miller said that she would like to know what has been donated to General Revenue in prior years.

Pat Lensmeyer said that in the years 2002-2004 there was a negative balance so nothing was transferred. In 2005 it was \$14,000, 2006 \$21,000, 2007 \$83,000, 2008 \$59,000, 2009 \$72,000, 2010 \$67,000 and 2011 \$49,000.

Commissioner Miller said there are not many counties that do this and we are proud to have office holders taking their private funds and making things better for the county as a whole.

Commissioner Thompson said that this is the right thing to do and that it is a good lesson that everyone needs to learn, not just in government.

There were no further comments or questions.

Commissioner Thompson noted there is a mandatory 10 day waiting period on the Budget Amendment before the second reading.

Human Resources

4. First reading; Agreement with Nationwide Governmental 401(A) Plan

Shannon Leigers of Human Resources said that this is the formal presentation for the adoption of the Nationwide Governmental 401(A) Plan for the County. The contract has been reviewed and approved by County Counsel. This is a continuation of what has been done in the past. The only changes made are those required by law such as increasing the contribution limits and protections for military members on deployment.

There were no further comments or questions.

Commissioner Thompson 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

5. First reading; Water Line Relocation Cost Allocation Agreement – Roadway Relocation and Roundabout Construction at Route Z and St. Charles Road

Stan Shawver said this is an agreement with Public Water District #9 allocating the cost of the Roadway Relocation and Roundabout Construction. As previously stated, MODOT could not reach an agreement with the Water District so we entered into an agreement with MODOT using our existing Cooperative Contract with the Water District to facilitate this project. This basically authorizes engineering and inspection expenses which will be passed

along to the state upon completion.

There were no comments or questions.

Commissioner Thompson 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; Consultant Services Agreement with Benton & Associates, Inc.

Stan Shawver said this is a standard consulting engineering agreement for a new firm to be added to the list of other consultant companies that are eligible to bid on county projects.

There were no comments or questions.

Commissioner Thompson 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. 1st & 2nd reading; Findings of Fact and Conclusions of Law for the Peters' Conditional Use Permit

Stan Shawver said the statute for Conditional Use Permits fall under the Administrative Proceedings Act and as such we prepare Findings of Fact and Conclusions of Law for each one issued. This particular one is standard where there are no concerns or issues. When a Conditional Use Permit seems subject to possible litigation or additional scrutiny from the public, we will prepare more substantial Findings of Fact and Conclusions of Law and get legal assistance. The request is for a 1st & 2nd reading and adoption of the attached Findings of Fact and Conclusions of Law.

There were no comments or questions.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby adopt the Findings of Fact and Conclusions of Law relative to a conditional use permit for Elizabeth Peters for a permit for a kennel and animal (canine) training facility on 23.65 acres located at 3150 N. Rte. Z, Columbia, MO. It is further ordered the Acting Presiding Commissioner is hereby authorized to sign said Findings of Fact and Conclusions of Law.

Commissioner Thompson seconded the motion.

The motion carried 2 to 0. **Order #172-2013**

Sheriff's Department

8. Second reading; Budget Amendment additional items required for the Avigilon System (1st reading 3-28-13)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the following budget amendment for the Avigilon System within the Sheriff's Department.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2550	92300	Sheriff Revolving Fund	Replace Machine & Equipment		8,113
			TOTAL		8,113

Commissioner Thompson seconded the motion.

The motion carried 2 to 0. **Order #173-2013**

Commission

9. 1st & 2nd reading; Approve 1st Quarter 2013 Minutes

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the Boone County Commission Minutes during the I Quarter beginning on 1/07/2013 through 3/31/2013.

Commissioner Thompson seconded the motion.

The motion carried 2 to 0. **Order #174-2013**

10. Public Comment

None

11. Commissioner Reports

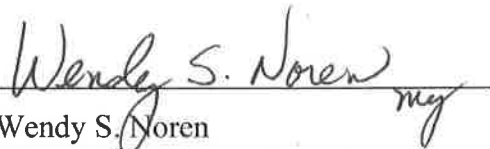
Commissioner Thompson spoke on a visit by herself and Commissioner Miller to the University of Missouri for a speech given by Chancellor Deaton on the global impact of the University's programs from journalism to law to agricultural economics and across the board. A slide show presented described the enormous impact that these programs have locally and the number of countries that are involved.

Commissioner Miller has suggested that Chancellor Deaton come to the County for a presentation on the interrelationship between University and County and perhaps it can be made available to the public so they can see how the University has a global impact on the county and city. There can be an open question and answer session as well.

There were no further Commissioner Reports.

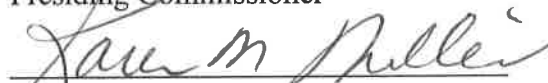
The meeting adjourned at 9:51 a.m.

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

