

TERM OF COMMISSION: August Session of the July Adjourned Term

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

PRESENT WERE: Presiding Commission Daniel Atwill  
District I Commissioner Karen Miller  
District II Commissioner Janet Thompson  
Director Resource Management Stan Shawver  
Director, Purchasing Melinda Bobbitt  
Treasurer Nicole Galloway  
Sheriff Captain Chad Martin  
Circuit Court Administrator Kathy Lloyd  
Assistant Circuit Court Administrator Mary Epping  
Circuit Clerk Christy Blakemore  
Chief Public Works Inspector Keith Austin  
Deputy County Clerk Mike Yaquinto

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

### **Purchasing**

#### **1. 1<sup>st</sup> & 2<sup>nd</sup> reading; RFP Award Recommendation – Audio Visual System for the Ceremonial Courtroom of the 13<sup>th</sup> Judicial Circuit**

Melinda Bobbitt read the following memo:

The Request for Proposal for 21-29MAY13 – *Audio Visual System for the Ceremonial Courtroom of the 13<sup>th</sup> Judicial Circuit of Missouri* closed on May 29, 2013. Three proposal responses were received.

The evaluation committee consisted of the following:

CJ Dykhouse, Legal Counsel

Kathy Lloyd, Court Administrator

Steve Smith, Court IT

Ann Sprague, Court Reporter

The evaluation committee recommends award to TSI Technology Solutions, LLC per their attached Evaluation Report. Total contract amount is \$240,625.81 and will be paid from 4061 – Courthouse Expansion.

The warranty is for one year following installation and acceptance and may be extended for three one-year periods for the following prices:

Year 2 - \$3,000

Year 3 - \$6,000

Year 4 – 7,875

Commissioner Miller said there was a good team assembled to evaluate this project. All were in agreement with what they wanted.

Commissioner Atwill asked when the work would start on the project.

Commissioner Miller said as soon as the contracts are signed.

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby award bid 21-29MAY13 – Audio Visual System for the Ceremonial Courtroom of the 13<sup>th</sup> Judicial Circuit to TSI Technology Solutions, LLC. The terms of the agreement are stipulated in the attached Contract Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Contract Agreement.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #362-2013**

**2. 1<sup>st</sup> & 2<sup>nd</sup> reading; RFP Award Recommendation: 17-23APR13 – Video Conferencing Equipment for 2-South Hearing Room in the Boone County Courthouse**

Melinda Bobbitt read the following memo:

The Request for Proposal for *17-23APR13 – Video Conferencing Equipment for 2-South Hearing Room in the Boone County Courthouse* closed on April 23, 2013. Two proposal responses were received.

The evaluation committee consisted of the following:

Judge Debbie Daniels  
CJ Dykhouse, Legal Counsel  
Sgt. Mike Krohn, Sheriff's Office  
Kathy Lloyd, Court Administrator  
Steve Smith, Court IT

The evaluation committee recommends award to Visual Systems Group Inc., dba VSGi per their attached Evaluation Report.

Equipment with Shipping:	\$36,914.04
Installation:	\$11,020.00
Sub-Total:	\$47,934.04

First year of Maintenance:	\$3,785.00
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Contract Grand Total:	\$51,719.04
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Invoices will be paid from 4061 – Courthouse Expansion.

Commissioner Miller moved on this day the County Commission of the County of Boone

does hereby award bid 17-23APR13 – Video Conferencing Equipment for 2-South Hearing Room in the Boone County Courthouse to Visual Systems Group, Inc., dba VSGi. The terms of the agreement are stipulated in the attached Contract Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Contract Agreement.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #363-2013**

**3. Second reading; Budget Revision moving funds to Replacement Equipment Fund (1<sup>st</sup> reading 8-6-13)**

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the following budget revision for the Public Works Department to purchase an excavator.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2040	91300	PW Maint. Operations	New Equipment	488	
2040	92400	PW Maint. Operations	Replacement Vehicles	101,256	
2040	91200	PW Maint. Operations	Building Improvements	6,000	
2040	92301	PW Maint. Operations	Computer Hardware	9,593	
2040	26420	PW Maint. Operations	Culvert Pipe	9,600	
2040	92300	PW Maint. Operations	Replacement Equipment		126,937
			Total	126,937	126,937

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #364-2013**

**4. Second reading; Cooperative Contract 3-121011TV to purchase one (1) Excavator and dispose of 2005 Excavator, Asset Tag 15259 (1<sup>st</sup> reading 8-6-13)**

Commissioner Miller 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 3-121011TV to purchase one (1) John Deere 135G Excavator from Tri-State Construction equipment Company of Ashland, MO and dispose of one (1) 2005 JCB Excavator, Fixed Asset Tag 15259.

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 Request for Disposal Form.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #365-2013**

**5. Second reading; Preferred Customer Best Discount Confirmation Letter with DH Pace (1<sup>st</sup> reading 8-6-13)**

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the attached Preferred Customer Best Discount Confirmation Letter with DH Pace.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #366-2013**

**6. Second reading; Disposal of surplus equipment (1<sup>st</sup> reading 8-6-13)**

Commissioner Miller 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 Thompson seconded the motion.

The motion carried 3 to 0. **Order #367-2013**

**Auditor**

**7. First reading; Budget Amendment to appropriate funds for capital projects in the Courthouse**

Jason Gibson said that this Budget Amendment is for the Courthouse expansion and is an extension of the two contracts previously approved in today's meeting.

Commissioner Miller said that she appreciates all the work done to make this happen. It took some time to go through all the evaluations and to get everything worked out.

There were no further comments or questions.

Commissioner Atwill said that a second reading will occur after the mandatory 10 day waiting period for Budget Amendments.

**Juvenile Justice Center**

**8. First reading; Budget Revision to transfer funds from Salary & Wages to Machinery and Equipment**

Jason Gibson said that this Budget Revision is moving funds originally appropriated for the Art and Music Instructor salaries. There has been turnover in those positions and the accrued compensation leave has allowed savings. Request is to move these funds to purchase a projector actor board. This has been approved by the grant agency.

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.

**Sheriff's Department**

**9. 1<sup>st</sup> & 2<sup>nd</sup> reading; Memorandum of Understanding - Edward Byrne Memorial Justice Assistance Grant Program FY 2013 Local Solicitation**

Captain Martin said this is a request for Commission approval for a Memorandum of Understanding for FY 2013 for the Edward Byrne Memorial Justice Assistance Grant between the City of Columbia and the County of Boone, specifically the city Police Department and the county Sheriff's Department. This is a standard agreement that we must enter before the Criminal Justice Assistance will take our application. This year, the city missed the application deadline and this is why we are asking for a 1<sup>st</sup> and 2<sup>nd</sup> reading today because our application has stalled until we give them a copy of the signed contract.

There were no comments or questions.

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the Memorandum of Understanding between the County of Boone and the City of Columbia relating to the Edward Byrne Memorial Justice Assistance Grant (JAG) Program FY 2013 Local Solicitation. The terms of the agreement are stipulated in the attached Intergovernmental Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Agreement.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #368-2013**

### **Resource Management**

#### **10. First reading; Cooperative Agreement between Boone County and the Village of Hartsburg – Road & Bridge Improvement/Repair**

Stan Shawver said this is the standard agreement with the small entities in the County where we historically have contracts with them to assure that the sales tax distribution proceeds are used for roads or transportation related activities.

Commissioner Miller said that they have made many improvements to their roads using these proceeds. .

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.

**11. First reading; Change Order #1 2013 Concrete Rehabilitation Program**

Keith Austin said this is a request for approval of a change order for the 2013 Concrete Rehabilitation Project for the Georgetown Subdivision. The change order is due to increases in estimated totals and unsuitable sub-grade.

Commissioner Miller noted that these were things that were not anticipated in the original estimate.

Mr. Austin said that is correct.

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.

**12. Second reading; Cooperative Agreement between Boone County and the City of Sturgeon – Road & Bridge Improvement/Repair (1<sup>st</sup> reading 8-6-13)**

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the Cooperative Agreement between the County of Boone and the City of Sturgeon. The terms of the agreement are stipulated in the attached Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Road & Bridge Improvement/Repair Cooperative Agreement.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #369-2013**

**13. 1<sup>st</sup> & 2<sup>nd</sup> reading; Approval of Bayte Lane road closure**

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the closure of a section of Batye Lane located in Section 26, Township 46 North, Range 13 West. The section of road being closed by this action is partially located within the streambed of Glascock Branch creek. The closing of this section will not deny access to any property owner to a public road.

The Commission further directs that appropriate traffic control barriers are to be placed to impede traffic from access to the closed section of roadway.

A map showing the closed section of road and the location of the traffic control barriers is attached to this Order and incorporated herein.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #370-2013**

**Treasurer**

**14. Second reading; Approval request for PAC Recommendations (1<sup>st</sup> reading 7-30-13)**

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the following recommendations from the Personnel Advisory Committee relating to existing County employees and the transition of existing 911/Joint Communications employees from employment with the City of Columbia to employment

with Boone County:

1. 911/Joint Communication employees will transfer at their current rate of pay, at a minimum, into County-assigned pay ranges, and **all county employees** with a rate of pay above their range maximum shall be eligible for annual salary increases until such time as a full salary study is completed.
2. 911/Joint Communication employees' final; accrued sick leave balances at the City of Columbia will transfer to their employment with Boone County.
3. 911/Joint Communications employees' original hire date with the City of Columbia will determine the **accrual rate** for additional, earned vacation time as a County employee.
4. Boone County will allow a transfer of accrued vacation time for 911/Joint Communications employees, up to the County maximum, if the City of Columbia compensates Boone County directly, at a rate acceptable to Boone County, for this liability.
5. 911/Joint Communications employees' original hire date with the City of Columbia shall be used for purposes of administering all Boone County employment benefits, with the exception of those benefits provided through the County Employees Retirement Fund (CERF).

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #371-2013**

### **13<sup>th</sup> Judicial Circuit**

#### **15. 2014 Budget Presentation**

The 13<sup>th</sup> Judicial Circuit Court 2014 Budget was presented to the Commission. The following items were reviewed during the presentation:

Kathy Lloyd presented the following:

- General Information on trends in activities such as Misdemeanors, Traffic Citations, Felonies, Civil Case Filings, Juvenile Case Filings, Probate Case Filings, Jury Trial Days and Jury Trial Costs.
- Issues impacting the budget such as Fixed Asset Classification, E-Filing Implementation, Windows Upgrades, Video Dockets, Alternate Sentencing, Family Services and justice Fund and Juvenile Division staffing.
- Overall Budget Summary
- Fixed Asset Comparison, 2013-2014
- Juvenile Justice Center
- Juvenile Office
- Jury Services and Court Costs

Christy Blakemore reviewed the following budget items:

- Circuit Court
- Circuit Clerks Office

Mary Epping reviewed the following budget items:

- Proposition L

- Proposition L – Alternative Sentencing Program
- Proposition L – Law Enforcement
- Family Services and Justice Fund
- Boone County Drug Court Fund
- Veterans Court
- Administration of Justice Fund
- Boone County Law Library

Kathy Lloyd reviewed the Grants, Contract and Contributions Department

The Commissioners thanked all the participants for a comprehensive budget analysis for 2014.

**Commission**

**16. 1<sup>st</sup> & 2<sup>nd</sup> reading; Board re-appointment of Richard Shanker**

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby re-appoint the following:

<b>Name</b>	<b>Board</b>	<b>Period</b>
Richard Shanker	Building Code Commission	August 8, 2013 through August 8, 2015

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #372-2013**

**17. 1<sup>st</sup> & 2<sup>nd</sup> reading; Organizational Use of the Government Center Chambers by Mid Missouri Peaceworks**

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the Organizational Use of the Government Center Chambers by Mid Missouri Peaceworks for August 16, 2013 from 6:30 p.m. to 9:15 p.m.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #373-2013**

**18. Public Comment**

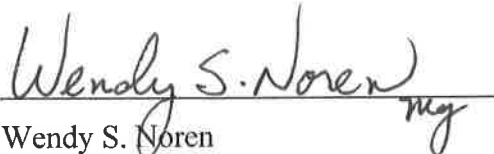
None

**19. Commissioner Reports**

None

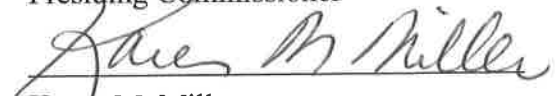
The meeting adjourned at 2:44 p.m.

Attest:

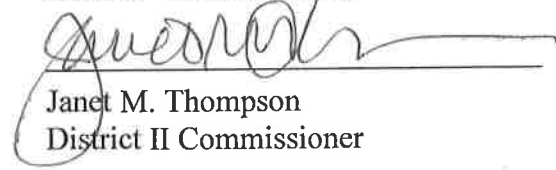
  
Wendy S. Noren  
Clerk of the County Commission



Daniel K. Atwill  
Presiding Commissioner



Karen M. Miller  
District I Commissioner



Janet M. Thompson  
District II Commissioner

