

TERM OF COMMISSION: October Session of the October 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 Purchasing Melinda Bobbitt  
Director Information Technology Aron Gish  
General Manager BCRSD Tom Rattermann  
Juvenile Division Cindy Garrett  
Deputy County Clerk Mike Yaquinto

The meeting was called to order at 1:35 p.m.

### **Purchasing**

#### **1. First reading; Request for Qualifications for Architectural and Engineering Services - 911/Joint Communications Facility**

Melinda Bobbitt said that since this is a request for qualifications, the only thing done here at Commission is to read the companies that submitted an offer and where they are from. Ms. Bobbitt read the following companies into the record:

- WSKF Architects – Kansas City, MO
- Schrader Group Architecture, LLC – Philadelphia, PA
- Architects Design Group – Winter Park, FL
- Rataj-Krueger Architects, Inc. – Sunset Hills, MO
- Hoefler Wysocki Architecture – Leawood, KS

- Simon Associates, Inc. – Columbia, MO (AECOM – Norfolk, VA)
- Chiodinc Associates Architects – St. Louis, MO

Commissioner Atwill asked what steps are next.

Ms. Bobbitt said that the packets will be sent to the evaluation committee and the first meeting will be on Nov. 6<sup>th</sup>. Mission Critical Partners will be present to assist in the evaluation where at that time the list will be reduced to a “short list.” Interviews will be conducted with those on the short list on Nov. 12- 14 with a decision made by the end of November.

There were no further comments or questions.

Commissioner Atwill said that the Commission will await the results from the committee on the selection.

**2. First reading; Contract Amendment Number One 25-31MAY11, emergency  
Electrical Services Term & Supply**

Melinda Bobbitt read the following memo:

*Contract 25-31May11 – Emergency Electrical Services Term & Supply*

was approved in commission on July 5, 2011, commission order 246-2011. The attached amendment changes the name on the contract from K-Tech dba Schneider Electric Company, Inc. to Schneider Electric of Jefferson City, LLC. All other terms and conditions remain the same.

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.

**Information Technology**

**3. 1<sup>st</sup> & 2<sup>nd</sup> reading; Computer Programmer/Analyst Agreement and Budget Revision to pay for senior programmer analyst**

Aron Gish said he is requesting Commission approval on a joint agreement between I/T and the County Clerk's office on a dedicated new position to take over some of the tasks performed by the County Clerk's office over the years. This will transition the skill set to I/T and will pick up the work that had been performed in the Clerk's office for which the I/T Department is responsible for. This has been in the works for several months. The initial funding will be from the Clerk's office and then move to General Revenue.

Commissioner Miller said she was glad this got worked out and that we now follow the same precedent set in the other departments.

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the attached Computer Programmer/Analyst Agreement and takes note of the Budget Revision for the Election Services Fund as reflected in the attached Budget Revision dated 10/31/2013.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #491-2013**

**4. 1<sup>st</sup> & 2<sup>nd</sup> reading; Budget Revision for hardware and software per the Programmer/Analyst Agreement**

Aron Gish said that this budget revision is to support the Computer Programmer/Analyst position for the purchase of hardware, software and furniture, the essentials to get started.

Commissioner Miller asked if the Clerk had the needed furniture for the new position.

Mr. Gish said that the new position will be located in the I/T Department and furniture will be required there with the same design structure that is currently in the department.

There were no further comments or questions.

Commissioner Miller move on this day the County Commission of the County of Boone does hereby approve the following budget revision for two (2) PC/Monitors, PC Software Licenses, Office/Cell Phones and Furniture for the Computer Programmer/Analyst per agreement with the County Clerk.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
1123	86800	Emergency	Emergency	6,820	
1170	91301	IT	Computer Hardware		1,000
1170	91302	IT	Computer Software		2,405
1170	23850	IT	Minor Equipment/Tools		255
1170	48000	IT	Telephones		50
1170	48050	IT	Cellular Telephones		70
1170	23855	IT	Furniture/Fixture		3,040

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #492-2013**

**Juvenile Office**

**5. First reading; Budget Amendment Fostering Court Improvement JCIP sub-grant**

Cindy Garrett said they were awarded a \$3,000 grant for the period October 4, 2013 to September 30, 2014. The budget amendment request is to put \$750 into the 2013 budget and the remaining \$2,250 into the 2014 budget. This is a renewing grant that is applied for each year.

There were no comments or questions.

Commissioner Atwill said this will be put on the agenda for second read after the 10 day mandatory waiting period for Budget Amendments.

**Boone County Regional Sewer District**

**6. First reading; Community Development Block Grant for the Manchester Heights Sanitary Sewer Neighborhood Improvement District**

Tom Ratermann said that the cover letter submitted to Commission is from Andy Papen of the Missouri Department of Economic Development awarding a \$210,000 Community Development Block Grant for the Manchester Heights Sanitary Sewer Neighborhood Improvement District. The total for the project is \$488000 with the following breakdown of \$375,919 for Wastewater Collection, \$22,048 for Acquisition, \$23,824 for Engineering Design, \$4,480 for Construction Inspection, \$47,230 for Other Professional Services, \$10,000 for Administration and \$4,499 for Legal.

Commissioner Miller said that the contract will need to be reviewed by County Counsel before a second reading.

Mr. Ratermann said he would get a copy to Mr. Dykhouse for review.

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.

### **Resource Management**

#### **7. Second reading; Right of Use Agreement with Boone County Regional Sewer District (1<sup>st</sup> reading 10-29-13)**

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve an Agreement between Boone County and the Boone County Regional Sewer District for a Right of Way as described in the attached Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Agreement.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #493-2013**

#### **8. Second reading; Budget Revision to add licenses for the AutoCad (1<sup>st</sup> reading 10-29-13)**

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the following budget revision for Resource Management to add licenses for the AutoCad for the purpose of getting compliant.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2045	91301	PW - Design & Const.	Computer Hardware	11	
2045	91302	PW - Design & Const.	Computer Software	1,191	
2045	92300	PW - Design & Const.	Replcment Mach. & Equip	603	
2045	92301	PW - Design & Const.	Replc Computer Hdwr		2
2045	92302	PW - Design & Const.	Replc Computer Software		19,761
2045	71001	PW - Design & Const.	Auto Physical Damage	311	
2045	71002	PW - Design & Const.	Auto Liability Ins	123	
2045	71101	PW - Design & Const.	Professional Services	2,997	
2045	71501	PW - Design & Const.	Parking	1,500	
2045	22000	PW - Design & Const.	Postage	1,000	
2045	23000	PW - Design & Const.	Office Supplies	1,500	
2045	37210	PW - Design & Const.	Training/Schools	3,000	
2045	59000	PW - Design & Const.	Motor Fuel/Gasoline	5,000	
2045	71102	PW - Design & Const.	Engineering Services	2,527	

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #494-2013**

**9. Second reading; Budget Revision to purchase monitors (1<sup>st</sup> reading 10-29-13)**

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the following budget revision for Resource Management to purchase replacement monitors.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2045	92301	PW - Design & Const.	Replc Computer Hardware		794
2045	91301	PW - Design & Const.	Computer Hardware		100
2045	71100	PW - Design & Const.	Outside Services	894	

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #495-2013**

**Commission**

**10. 1<sup>st</sup> & 2<sup>nd</sup> reading; Organizational Use of the Government Center Conference Room 301 on Dec. 5, 2013 by Dept. of Mental Health Dietitians**

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the Organizational Use of the Government Center Conference



Room 301 by the Department of Mental Health Dietitians for December 5, 2013 from 9:00 a.m. to 2:00 p.m.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #496-2013**

**11. Public Comment**


None


**12. Commissioner Reports**


None

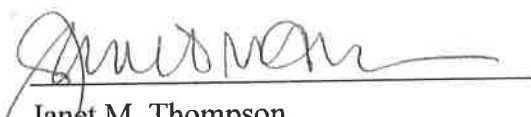
The meeting adjourned at 1:51 p.m.

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

