

TERM OF COMMISSION: November 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
Health Environmentalist Kala Wekenborg
Senior Buyer Amy Robbins
Auditor June Pitchford
Deputy County Clerk Mike Yaquinto

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

Health Department

1. 1st & 2nd reading; Abatement of a property at 5601 E. Arnold Lane, parcel #24-802-27-00-017.00 01

Kala Wekenborg said they received a complaint on this property in August. They have not been able to contact the owner who lives in Richland, MO. No one is currently living in the house and the neighbor has mowed part of the lawn. A bid of \$120 was received to complete the mowing.

There were no comments or questions.

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby authorize the Presiding Commissioner to sign the attached Finding of Public Nuisance and Order for Abatement of a public nuisance located at 5601 E. Arnold Lane, parcel #24-802-27-00-017.00 01

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #516-2013**

Public Works

2. Second reading; Budget Revision Computer Replacement Software (1st reading 11-14-13)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the following budget revision for Public Works to purchase Fleet Maintenance Software.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2040	91700	Public Works – Main.	Grounds Improvement	39,000	
2040	92302	Public Works – Main.	Replacement Computer Software		39,000

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #517-2013**

Purchasing

3. First reading; Contract for Canon MS 300II Microfilm Scanner for Circuit Clerk

Amy Robbins read the following memo:

The Circuit Clerk's office requests permission to purchase a Microfilm Scanner / Reader / Printer with maintenance from RK Black Missouri, LLC dba EBE Office Solutions of Lenexa, Kansas.

Cost of equipment is \$4,009.50 and will be paid from department 1221 – Circuit Clerk, account 92000 – Replacement Office Equipment. Cost of maintenance for one year is \$450.00 and will be paid from 1221 – Circuit Clerk, account 60050 – Equipment Service Contract. Total contract price is \$4,459.50. \$4,604.00 was budgeted.

Purchasing and the Circuit Clerk's office is seeking permission to dispose of their existing Microfilm Reader/Printer, fixed asset tag 11238 on GovDeals. There is no storage memory on this equipment that will need to be removed. Attached for signature is the Request for Disposal Form.

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.

**4. First reading; State of New Mexico Cooperative Contract #20-000-00-00040D,
Managed Print Services**

Amy Robbins read the following memo:

The IT Dept. and the Purchasing Office request permission to utilize the WSCA / State of New Mexico Cooperative Contract# 20-000-00-00040D – Managed Print Services with Xerox Corporation. This contract will combine toner service and contract maintenance for existing desktop printers that is currently provided by two separate contracts. This is a Term and Supply contract available through August 31, 2014 with 2 additional 24-month renewal options.

Invoices will be paid from departments 1170 (IT), 1263 (Child Support), 2010 (Assessor), 2040 (Public Works), and 2045 (Design & Construction), account number 60050, Equipment Service Contracts.

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.

5. First reading; Contract Amendment Number One, 101012-KII, KI Office Furniture

Amy Robbins read the following memo:

Contract 101012-KII – KI Office Furniture was approved in commission on January 15, 2013, commission order 25-2013. The attached amendment outlines and defines design services and installation services with charges.

This is a county-wide Term and Supply contract and all other terms and conditions remain the same.

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.

6. Second reading; Award Recommendation: 33-03SEP13 – Fleet Maintenance Software (1st reading 11-14-13)

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby award bid 33-03SEP13 – Fleet Maintenance Software to Collective Data, Inc. The terms of the agreement are stipulated in the attached Purchase Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Purchase Agreement.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #518-2013**

Treasurer

7. Second reading; Budget Amendment to cover invoices for the mowing of Rocky Fork Cemetery (1st reading 11-7-13)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the following budget amendment for the Treasurer’s Office to pay invoices for the mowing of Rocky Fork Cemetery.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
7230	71110	Rocky Fork Cemetery	Contract Labor		531

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #519-2013**

Sheriff's Department

8. Second reading; Budget Amendment for extra costs associated with purchase of golf carts (1st reading 11-7-13)

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the following budget amendment for the Sheriff's Department to purchase golf carts.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2540	92300	Sheriff Civil Charges	Replacement Machine and Equipment		6,297

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #520-2013**

9. Second reading; Agreement between Boone County and City of Columbia for sub-recipient monitoring (1st reading 11-14-13)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the Subrecipient Monitoring Agreement between Boone County and the City of Columbia per the FY2013 Justice Assistance Grant (JAG) Program Award. The terms of the agreement are stipulated in the attached Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Subrecipient Monitoring Agreement.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #521-2013**

Resource Management

10. Second reading; Stormwater Erosion and Sediment Control Security Agreement and Letter of Credit – Sunrise Estates Subdivision (1st reading 11-14-13)

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby accept the Security Agreement and Letter of Credit for the Sunrise Estates Subdivision Wastewater System Improvements. It is further ordered the Presiding Commissioner is hereby authorized to sign the attached Stormwater Erosion and Sediment Control Security Agreement.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order 522-2013**

Auditor

11. FY 2014 Proposed Budget

June Pitchford said this is a presentation of the FY 2014 proposed budget as required by law. It is an overall financial plan for the county describing the services the county offers and the proposed funding for those services. The County has a variety of funds with five major funds; General Fund, Law Enforcement Services Fund, Road & Bridge Fund, 911 Fund and the Children's Community Services Fund. These funds are presented individually while the non-major funds are shown with the individual fund statement and are aggregated for presentation

purposes. The proposal is to provide information to several relevant audiences, those being more knowledgeable to the specific areas within the county (internal office officials) and those not within the county that are not as knowledgeable on the specific funds (external users.)

Ms. Pitchford highlighted the following areas all of which appear in the full text of the 2014 proposed budget which can be viewed on the county web site at:

<http://www.showmeboone.com/auditor/budget-2014.asp>

Organizational Structure and the impact on the planning process.

Local Economic Conditions which set the stage for the budget positions taken.

Emerging and Continuing Conditions; which sales taxes make up 72% of the County revenue.

Fiscal Stability

Equipment, Vehicle and Technology Replacement

Transition of 911 and Emergency Management to Boone County

Road & Bridge Infrastructure

Salary & Employee Benefits

New Full Time Employees

Community Services Department

Internal Service Fund

Ms. Pitchford also highlighted the budget summary chart displaying the revenue sources and the financial uses of those sources as well as the 2014 projection that minimum fund balance requirements will exceed the expenditures which is a good thing due to the existing economic uncertainty that still exists.

The 2014 Matrix of Expenditures and Financial Uses by Function and Class – All Government Funds Combined Excluding Capital Project Funds details the budget summary

chart previously discussed and is cross-referenced with the 2014 Expenditures by Function Unit to show where the funding sources are derived from. In summary, the charts show how the individual departments are funded and the total amount of resources allocated to those activities and the source of that funding.

Finally, Ms. Pitchford reviewed the Financial Summary Charts with historical data back to 2005. Upon completion of the presentation, Ms. Pitchford said there will be two public hearings scheduled for the first two weeks of December.

Commissioner Miller said that those are currently being scheduled and when finalized, they will be made public.

There were no further comments or questions. The Commissioners thanked Ms. Pitchford and her staff for a job well done.

Commission

12. 1st & 2nd reading; Proclamation for Geographic Information Systems Day

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby proclaim November 20, 2013 to be Geographic Information Systems Day throughout Boone County. It is further ordered the Boone County Commissioners are hereby authorized to sign the attached proclamation

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #523-2013**

13. 1st & 2nd reading; Organizational Use of the Government Center Chambers by the

Columbia Farmers Market for January 7, 2014, February 4, 2014 and March 4, 2014 from 5:30 p.m. to 9:30 p.m.

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the Organizational Use of the Government Center Chambers by the Columbia Farmers Market for January 7, 2014, February 4, 2014 and March 4, 2014 from 5:30 p.m. to 9:30 p.m.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #524-2013**

14. 1st & 2nd reading; Approve Closed Session authorized per RSMo Sec 610.021 (1) at 1:30PM on November 19, 2013

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby authorize a closed meeting on Tuesday, November 19, 2013, at 1:30 p.m. The meeting will be held in Room 338 of the Roger B. Wilson Boone County Government Center at 801 E. Walnut, Columbia, Missouri, as authorized by RSMo 610.021(1), to discuss legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #252-2013**

15. Public Comment

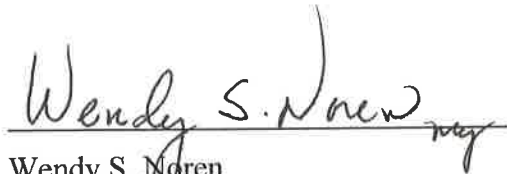
None

16. Commissioner Reports

None

The meeting adjourned at 10:26 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

