

TERM OF COMMISSION: January Session of the January 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
Senior Buyer Amy Robbins
Assessor Tom Schauwecker
Treasurer Nicole Galloway
Senior Account Jason Gibson
Director Community Services Kelly Wallis
Juvenile Division Courtney Pulley
Deputy County Clerk Mike Yaquinto

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

Children's Services

1. Second reading; Budget Amendment to appropriate funds for Consulting Services in FY 2014 (1st read 1-9-14)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the following budget amendment to appropriate funds in FY2014 for Consulting Services for Community Children's Services.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2160	71101	Community Children's Services	Professional Services		20,000

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #25-2014**

Purchasing

2. First reading; Cooperative Contract 3-130918TV to purchase two (2) Silverado Pickup Trucks for Facilities Maintenance and disposal of one (1) 2002 GMC 4WD Pickup

Amy Robbins read the following memo:

Purchasing and Facilities Maintenance request permission to utilize the Missouri Department of Transportation cooperative contract 3-130918TV – *Light Duty Vehicles* with Putnam Chevrolet of California, Missouri to purchase (2) Silverado Double Cab ½ Ton 4X4 Pickup Trucks.

Total cost of contract for two trucks is \$51,776.00 (\$25,888 each) and will be paid from department 6100 – Facilities and Grounds Maintenance, account 92400 – Replacement Auto / Trucks and 91400 -Auto/Trucks. \$57,000 was budgeted (\$28,500 each) for this purchase.

The Purchasing Department requests permission to dispose of the following surplus: 2002 GMC 4WD Pickup Truck, fixed asset tag 13500.

Attached is the Disposal Form for signature.

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.

3. First reading; WSCA Cooperative Contract 1907 with At&T to purchase Wireless Voice Service, Wireless Broadband Service, Accessories and Equipment

Amy Robbins read the following memo:

Purchasing requests permission to utilize the Western States Contracting Alliance (WSCA) cooperative contract 1907 to purchase Wireless Voice Service, Wireless Broadband Service, Accessories and Equipment from AT&T Mobility National Accounts, LLC.

This agreement will replace the State of Missouri cooperative agreement C208026003 that we have currently been using. This is a non-exclusive Term and Supply contract that will be available County-wide.

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; Bid Award 50-18DEC13, Freightliner Mechanic Services & OEM Parts Term & Supply

Amy Robbins read the following memo:

50-18DEC13 – Freightliner Mechanic Services & OEM Parts Term and Supply opened

on December 18, 2013. One bid was received and Public Works recommends award by low bid to Columbia Freightliner Sales of Columbia, MO.

This is a term and supply contract and invoices will be paid from department 2040 – Public Works Maintenance Operations, account 60200 – Equipment Repairs / Maintenance.

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; Computer and Peripheral Surplus Disposal

Amy Robbins read the following memo:

The Purchasing Departments requests permission to dispose of the following list of surplus PC & Peripheral equipment through MRC Recycling Center. MRC Recycling will pick up our surplus at no charge. They are a State of Missouri, DNR Level Four recycling center. No computer items are land-filled. Purchasing will obtain a Certificate of Destruction, and we will let them know that we want everything recycled, not reused so nothing ends up in the landfill.

Prior to Computer surplus coming to Purchasing for disposal, Information Technology has removed the hard-drives for destruction by their department. Their procedure for PC disposal is:

Once all the data is copied or recovered for the user, IT removes the hard drive and

memory from the PC. The memory is held to be used for upgrading other PCs at the county that can benefit. IT sometimes removes parts that can be used as spare if the model is current enough. (ie Power Supplies, Video Cards, etc.) The hard drive is held for a minimum of 30 days in case a user identifies something is missing. After 30 days IT may reuse the hard drive in other county PCs if there are failures. If a hard drive goes unused or fails and IT needs to physically dispose of it, they drill a 5/8" hole through the drive and the data platters. Once IT has collection of "drilled" drives, they deliver them to PC recycling vendor, MRC Recycling Center.

MRC Recycling Center certifies that they have picked up the following items and that all items will be recycled, not reused, so nothing ends up in the landfill.

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.

6. Second reading; Bid Award 42-05NOV13 – Consulting Services for the Children's Services Board (1st read 1-9-14)

Kelly Wallis said that the Boone County Children's Services Board is requesting consulting services to better inform them about the services that are currently provided in our community and also where service needs are lacking and identify eligible's that would benefit from the Children's Services Fund.

Commissioner Atwill said that there is up to \$20,000 set aside for this.

Ms. Wallis said that is correct. This was actually budgeted last year but an amendment is

required because the contract is just now being finalized.

Commissioner Atwill said it appears that the Board is still in the process of identifying what services they can provide.

Ms. Wallis said that they are still in the data collection phase and seeing where they can make a positive impact with the funds.

Commissioner Miller said that a big part of the Board is they do not want to supplant what is currently being done. They are looking for holes where a net positive impact on the community can occur.

There were no further comments or questions.

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby award bid 42-05NOV13 – Consulting Services for the Children’s Services Board to the Institute of Public Policy, Harry S. Truman School of Public Affairs, University of Missouri.

The terms of the bid award are stipulated in the attached 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 #26-2014**

Assessor

7. First reading; Adopt 2014/2015 Boone County Assessment Maintenance Plan

Tom Schauwecker said this is the bi-annual requirement of the Assessor and the Commission to establish a fund separate from General Revenue and Road & Bridge for the maintenance of the assessment of real estate and personal property. One of the things the plan does is that the Commission agrees to establish an assessment fund, a separate checking account. It also lists all the tasks that need to be done within the next two years per state law, mainly to equalize and maintain values. This requires approval by the end of the month. Included in the packet are the approved 2014 budget and a projected 2015 budget. The fund balance is in good shape and there should not be a need to go to general revenue.

Commissioner Miller asked if there is an update on the parcel count.

Mr. Schauwecker said that we had been frozen at 60,000 for some time but as of January 1, 2013, the count was 65,000 and \$3 for every parcel is the maximum reimbursement. Many parcels have been combined to lessen the liability of the state. There have been 2 and 3 lots combined into one parcel.

Commissioner Atwill asked if money does come from the state and if so, where is that stated in the document.

Mr. Schauwecker said that is correct. It is stated on the sign-off page. The state provision in 1986 established the Maintenance Plan to pay counties for their assistance with the state requirement to help defray the costs. Quarterly expense statements are submitted to the state. For everything that comes to the Collector, the assessment fund gets ½ penny from each of the taxing jurisdictions, paying for the assessment and collection of real property.

Commissioner Thompson said the sign-off page makes reference to 137.750 which sets the parcel reimbursement.

Mr. Schauwecker said that is right. It is \$3 times the 65,000 parcels.

Commissioner Atwill said that it does not say that anywhere in the document. The plan does not create a hint that this will result in \$3 times 65,000 parcels. How would anyone know this by reading the document.

Mr. Schauwecker said that the budget approval for the assessment fund specified this. It is covered in the budget.

Commissioner Atwill said that is so but this is a different document and a simple explanation is needed about how the funds are received.

Commissioner Miller said that the order could specify that it will be assumed that \$3 per parcel reimbursement is for the assessment fund.

Commissioner Atwill said, in his opinion, that it should say more than what is currently on the sign-off page.

Mr. Schauwecker said that the document is an overview of the tasks and all the personnel required and timelines, deadlines for closing the books; appealing, reviewing, measuring and photographing the property. With the assistance of the Commission, we will insert any additional wording that will make this more of a transparent document.

Commissioner Atwill said if someone was reading this, they would not have a clue as to what we are providing. In the instance of transparency, we can do a better job of explaining what we are doing.

Commissioner Miller said that wording in the order will make it more transparent. Something to the effect that the Commission will sign, as part of the requirement of the assessment process, adopting the two year plan under 137.750. This will allow people to look up the statute and know what we are doing.

Commissioner Atwill said that some new wording will be required on the order and asked Mr. Schauwecker to work on this before the next reading.

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.

Juvenile Division

8. First reading; Grant application approval – Multidisciplinary Training for Child Welfare Cases

Courtney Pulley said that this request is asking permission to apply for a grant for Multidisciplinary Training for Child Welfare Cases. This is used for drug endangered children. The Multidisciplinary team has grown over the years. It is important for the team to be aware on how to respond to situations where there are drug endangered children where the parents are using illegal drugs. There are new employees and they need the training. It is fully reimbursable.

Commissioner Miller said the training helps officers so they know what they are looking at when they spot something.

Mr. Pulley said that law enforcement actually responds and this training helps them identify what the situation is and how they should respond with the ultimate goal of helping the child.

Commissioner Thompson asked who would be speaking at the training.

Mr. Pulley said he didn't exactly know, but they partner with the National Drug Endangered Children's Association and they provide the speaker and we reimburse for their expenses.

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.

Treasurer

9. First reading; Manchester Heights NID Administration

Nicole Galloway said that the Manchester Heights sewer NID is getting funds from the USDA rural development and a block grant from CDBG and as part of the documents that need to be signed, per a meeting with them, a couple of signatures are required and the Presiding Commissioner will certify those signatures. This Commission Order will satisfy those requirements. As the Treasurer, I cannot be an approver because I will be making the payment so Commissioners Miller and Thompson will need to sign.

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

10. First reading; Acceptance of 10-month no-cost project extension for the Hinkson

Creek Urban Retrofit Project

Commissioner Miller said that due to staff turnover, they could not finalize the grant and finish up on those items that need completion. With Resource Management not able to attend today, this is just asking permission to submit for signatures at the next reading for the extension.

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

11. First reading; Budget Amendment to move 2013 drug related overtime from Forfeiture Fund to General Fund

Jason Gibson said that this is primarily for the drug unit officer working on drug enforcement. Any time there is a drug seizure, the money received is put into the forfeiture fund. Every year, we take the overtime worked and move it to the forfeiture fund. The forfeiture seizure payback is the money used to pay for the officer's overtime.

Commissioner Thompson asked if there are other things during a seizure, such as a car that had the drugs in them, that would be part of the forfeiture fund.

Mr. Gibson said that is not the case. These are Federal cases and the funds come from the Department of Justice or the Treasury Department. The monies received are in conjunction with the County working with these entities in a federal case. For local cases, he does not

know what happens to the seized property.

There were no further comments or questions.

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

Commission

12. First reading; Agreement with Voluntary Action Center to purchase program service: Meeting Basic Needs

Commissioner Atwill said the next three items involve the Voluntary Action Center, The Food Bank and Community Gardens. They are all agreements to purchase services.

Commissioner Miller said these are community services.

Commissioner Atwill said that the request and agreements don't provide what the monies are used for.

Commissioner Miller said that is stated in the RFP and that information will need to come from Steve Hollis.

Commissioner Atwill said that we need an attachment with details of the funding. There is agreement that the idea of funding these programs is necessary. There just needs to be a clear record of funding and the success of these programs.

Commissioner Miller said that Steve Hollis has all of the information because they would not be able to get future funding without these outcomes. This is the funding that will eventually

be done in the County through Community Services and not controlled by the city. We will then be able to figure out how to best utilize these funds.

Commissioner Miller said she will invite Steve Hollis to the next meeting to report out on these programs. This will also help us in the future on how to handle these funds.

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.

13. First reading; Agreement with The Food Bank for Central and Northeast Missouri to purchase program service: Central Pantry

Refer to item # 12.

14. First reading; Agreement with Community Garden Coalition to purchase program service: Community Gardens

Refer to item # 12.

15. Second reading; 2014 Medical Examiner Contract (1st read 1-16-14)

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the Agreement between the County of Boone and the Curators of the University of Missouri on behalf of the University of Missouri Health Sciences Center, Department of Pathology & Anatomical Sciences for services of physicians to perform the duties of County Medical Examiner. The terms of this agreement are stipulated in the attached 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 #27-2014**

16. 1st & 2nd reading; Approve Closed Session authorized per RSMo Sec 610.021 (1) at 2:00PM on January 28, 2014

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby authorize a closed meeting on Tuesday, January 28, 2014, at 2:00 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 #28-2014**

17. Public Comment

None

18. Commissioner Reports

Commissioner Atwill said he met with the architects for the 911 center. They viewed the location and what user functions will involve. They talked to joint communication employees, the Sheriff, representatives from the Columbia Police and Fire Departments as well as a

representative from the hospital. The architect received input to issues which they have which are mostly technological in nature. The building will need to fit the needed technology. There were a lot of questions of both sides. The plan is to have a first draft within the next three weeks. At present, we are working on when to have the next meeting. Most likely it will be mid February with the hope to have it earlier.

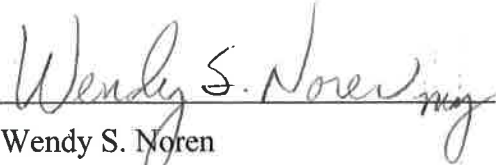
Commissioner Atwill said that he believes we are off to a good start. The big challenge is to keep things organized and to be aware of the funding that is available. It is only fair to ask many questions to see what is possible. One of the issues is the location of the facility. The preference of the Sheriff is to the rear of the present building. Utilities are more accessible in the front as well as a more accommodating area for the antenna. There are real financial concerns with regard to the placement of the antenna, most about the copper wiring. These things will all be worked out and we will have a first class facility.

Commissioner Miller said she attended the Regional Planning Commission concerning the Recover from Disaster program. There was a representative from Joplin there to speak. There were about 40 people in attendance. There were valuable lessons learned from Joplin that will be beneficial for us. In the works is a strong Emergency Management Plan to have the infrastructure in place so when a new Director is hired, they are not starting from scratch.

There were not other Commissioner Reports.

The meeting adjourned at 2:20 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