

TERM OF COMMISSION: March Session of the January Adjourned Term

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

PRESENT WERE: Presiding Commissioner Daniel Atwill
District I Commissioner Karen Miller
District II Commissioner Janet Thompson
Collector Pat Lensmeyer
Auditor Accountant Jason Gibson
Deputy County Clerk Mike Yaquinto

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

Sheriff's Department

1. Public Hearing on the following:

- **Budget Amendment to appropriate funds for increase in cost of utilities at the substations**
- **Budget Amendment to purchase a laptop for field use**
- **Budget Amendment for CCW Livescan**

Commissioner Atwill opened the public hearing and asked if there is anyone present that would like to speak to any of these items. There were no speakers and Commissioner Atwill closed the public hearing.

2. Second reading; Budget Amendment to appropriate funds for increase in cost of utilities at the substations (1st read 3-11-14)

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby acknowledge the following budget amendment for the Sheriff's

Department due to increased costs of utilities at the substations.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2540	48200	Sheriff Civil Charges	Electricity		191

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #125-2014**

3. Second reading; Budget Amendment to purchase a laptop for field use (1st read 3-11-14)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby acknowledge the following budget amendment for the Sheriff's Department to purchase a laptop computer for field use.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2501	91301	Forfeiture Fund -- Justice	Computer Hardware		750
2501	91302	Forfeiture Fund -- Justice	Computer Software		132
					882

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #126-2014**

4. Second reading; Budget Amendment for CCW Livescan (1st read 3-11-14)

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby acknowledge the following budget amendment for the Sheriff's Department to purchase a Livescan Fingerprint Machine for CCW applicants.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2550	3569	Sheriff Revolving Fund	Other Fees		34,160
2550	71100	Sheriff Revolving Fund	Outside Services		34,160
					68,320

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #127-2014**

5. First reading; Budget Amendment to cover the RMS/JMS site visit.

Jason Gibson said that this budget amendment is to increase funding for a site visit by the Boone County Sheriff's Department to another Sheriff's Department in Mississippi that is currently using Records Management software developed by the Missouri Sheriff's Association. This was not originally included in the budget because the department was unsure, during budget development, if they would go forward with this Records Management System.

Commissioner Miller asked if this is expected to come out of the 911 tax.

Mr. Gibson said that has not yet been determined. There still is uncertainty that this is a

product the Sheriff's Department would use and how it would be appropriated.

Commissioner Miller said that it is a value to see it in action wherever it is being utilized.

Commissioner Atwill asked if this was developed in Missouri, why go to Mississippi.

Mr. Gibson said this is the closest agency that is currently using this software.

Commissioner Atwill questioned why it is not being used in Missouri if it was developed here.

Commissioner Miller said there is 10 days to get additional answers before the second reading.

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.

Public Works/GIS/Resource Management

6. Proclamation recognizing Public Works, GIS and Resource Management for earning 2013 Excellence in Operations Management Award

Commissioner Atwill read the following proclamation:

Whereas, Boone County Public Works, Geographic Information System (GIS) Department and Resource Management collaborate daily to efficiently provide services to the citizens of Boone County;

Whereas, this collaboration is facilitated, in part, by the use of the Cartegraph Operation Management System, with its assortment of modules providing each department with the unique capabilities required for its specified responsibilities;

Whereas, Public Works uses Cartegraph technology to communicate and track information regarding work requests, work orders, resources and equipment as well as progress on current jobs, locations of work completed and inventory of materials used;

Whereas, Resource Management uses Cartegraph technology to maintain accurate, up-to-date records of road information such as surface types, inspections, traffic counts, maintenance history, and financial information used for governmental accounting standards;

Whereas, GIS utilizes the information shared by Public Works and Resource Management to develop mapping applications, providing the ability to identify precise locations of assets and work areas;

Whereas, Boone County Public Works, GIS and Resource Management utilize the information flow between their departments to streamline the process of maintaining and improving the assets of Boone County by communicating more efficiently, developing realistic work plans for future projects, identifying cost savings, creating accurate detailed budgets and reporting financial asset changes to federal governmental accounting standards;

Whereas, as a direct result of this collaboration, Boone County Public Works, GIS and Resource Management earned the 2013 Excellence in Operations Management Award from Cartegraph;

Therefore, in recognition of the motivation and determination of Boone County Public Works, Resource Management and GIS to be leaders in the industry and provide exemplary service to Boone County citizens and visitors, the Boone County Commission extends its sincerest appreciation and congratulations.

Commissioner Atwill presented framed proclamations to representatives of Public Works, GIS and Resource Management. The Commissioners thanked each group for their outstanding work.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby recognize Boone County Public Works, GIS and Resource Management for collaborating to earn the 2013 Excellence in Operations Management Award. 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 #128-2014**

Purchasing

7. Second reading; Cooperative Contract C114088003 – Pursuit Vehicles for Sheriff's Dept. (1st read 3-20-14)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the utilization of the State of Missouri Cooperative Contract C114088003 to purchase nine (9) Ford Police Interceptor AWD Utility vehicles from Lou Fusz Ford, Inc. of Chesterfield, MO.

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.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #129-2014**

8. Second reading; Bid Award 08-04FEB14 – North Facility Roof Repair (1st read 3-20-14)

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby award bid 08-04FEB14 - North Facility Roof Repair to Cornerstone Building Services, Inc. d/b/a Meyer Roofing, Inc. from Mountain Home, AR.

The terms of the bid award are stipulated in the attached Contract Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Contract Agreement.

Commissioner Atwill seconded the motion.

The motion carried 3 to 0. **Order #130-2014**

9. Second reading; Cooperative Contract 17/2011 – Earth Moving Services (1st read 3-20-14)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the utilization of the City of Columbia Cooperative Contract 17/2011 – Earth Moving Services with Seth Paul Excavating, Inc. of Columbia, MO.

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.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #131-2014**

10. Second reading; Approval of tertiary vendor for Concrete Repair (1st read 3-20-14)

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby confirm Tertiary Vendor award bid for 09-07FEB14 – Concrete Repair Term & Supply to Emery Sapp & Sons, as contemplated in previously signed Commission Order 113-2014.

The terms of the Tertiary Vendor bid award 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 #132-2014**

Collector

11. 1st & 2nd reading; 2008 Property Tax Abatement

Pat Lensmeyer said that this identifies the amounts being removed from the active tax roll and that there are also figures that contain amounts added back on to the roll that had been

previously removed because we were able to get an opportunity to collect the taxes. The amount added back is \$5,471 and the amount removed is a little over \$155,000 out of a total of about \$167 million collected.

Commissioner Atwill asked how this compares to past years.

Ms. Lensmeyer said that it fluctuates from year to year. Bills are collected in 2013 for all previous years. We have not really looked at doing a comparison because of the fluctuations. We have increased our initiative to collect delinquent personal property taxes because of the new judicial process we are now following. We have no control over tax exempt property or bankruptcy that come off the tax rolls. We keep five years active on the tax file. Statutorily, there are two timeframes for keeping tax files. One is for three years and one is for five years. There are a lot of Collector's that just maintain three years on the active file and they have no mechanism to put anything back on. Once it is removed, it is gone and written off. Here in Boone County, we keep five years and even if the file has been removed, if there is an opportunity to collect, we will.

There were no further comments or questions.

Commissioner Atwill moved on this day the County commission of the County of Boone, pursuant to Chapter 139 RSMo, does hereby authorize the Boone County Collector, Patricia S. Lensmeyer, for the 2008 tax bill year, to strike from the delinquent tax rolls property tax balances on real estate, personal property and utility bills as follows:

State	\$	767.75
County	\$	5,918.90
School Districts	\$	120,315.97
Cities	\$	9,072.92
Fire Districts	\$	3,101.25
Library Districts	\$	10,652.48
Surtax	\$	4,742.00
State Assessed School	\$	17.74
Callahan Watershed	\$	1.74
Common Road	\$	1,198.31
Centralia Common Road	\$	16.78
Total		<u>155,805.84</u>

These 2008 real estate, personal property and utility taxes are stricken for the following reasons:

- After due diligence, the collector cannot locate the owners; or
- Bankruptcy or probate proceedings have intervened making the balances due uncollectible; or,
- The real estate property was not subject to taxation after being acquired by a tax exempt owner after January 1 of the taxable year.

The above total of \$155,805.84 breaks out as follows:

- Personal property \$ 90,726.10
- Bankruptcy and/or probate \$ 5,189.46
- Tax exempt acquisitions \$ 59,890.28

The following tax amounts represent 2007 and prior tax bills that were previously stricken from the delinquent tax rolls in Boone County. The tax amounts were added back to the delinquent tax rolls, and collected and distributed to the taxing entities during the period of March 1, 2013 through February 28, 2014.

State	\$	27.46
County	\$	217.61
School Districts	\$	4,240.06
Cities	\$	309.83
Fire Districts	\$	271.85
Library Districts	\$	357.03
Common Road	\$	43.28
Centralia Common Road	\$	4.69
Total		<u>5,471.81</u>

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #133-2014**

Resource Management

12. First reading; Budget Amendment – City of Ashland reallocation for the Angel Lane Project

Stan Shawver said this pertains to the re-surfacing of Angel Lane. We have finalized the agreement with the City of Ashland on the specific responsibilities for the project. Boone County will administer the contract, design and pay our commitment of \$100,000 and then finance Ashland's share out of their sales tax proceeds. We will cover 30% of the base bid.

Commissioner Miller said this will be Ashland's money that we will be holding. They have an additional \$100,000 for the project that they will send to us for a total of \$200,000 before the bids are finalized. Once finalized, we will fund the project.

Commissioner Atwill asked what the cost is to the County.

Commissioner Miller said it will be 30% of the base bid.

Mr. Shawver said this is one of the more complicated deals involving the county. There are other components than just the re-surfacing. There are elements involving different types of concrete.

Commissioner Miller said this is like the Gibbs Road project, a full depth reclamation.

Mr. Shawver said that Ashland asked, because their Industrial Park fronts Angel Lane, if it would be better to beef up the area with concrete support.

Commissioner Miller said that it will be Ashland's choice on the bid award. We will get an order from the Ashland City Council on what they eventually accept. We had meetings with the Auditor's Office, Resource Management, Public Works and County Counsel to work out all the details of this agreement.

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; Consultant Services Agreement for the SWPPP at CEMO

Stan Shawver said that this is an agreement with A Civil Group to provide a Stormwater Pollution Prevention Plan for the Central Missouri Events Center. This is a result of a complaint received from the DNR that fill was taking place without protective measures. Bear Creek runs through the events center and in order to mitigate that we needed to design a Stormwater Pollution Prevention Plan for inspections. We will have this designed by an engineering firm, A Civil Group, and monitor as needed.

Commissioner Thompson said that the fences were not maintained properly and not extended to contain the dirt. It is now in place and looks good.

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.

Auditor

14. Second reading; Budget Revision to cover sales tax distribution and TIF payments to entities (1st read 3-20-14)

Commissioner Miller said that the TIF comes out of every sales tax and because there was a change in the final numbers of the sales tax collected for Public Works, there was a need to increase the amount of the TIF payment.

Commissioner Atwill inquired as to who gets the check.

Commissioner Miller said the city would receive the check and she has asked the Auditor's Office to prepare year end reports so this information can be clearly ascertained.

There were no further comments or questions.

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 cover sales tax distribution & TIF payments to entities.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2049	71305	PW-Administration	CART/MV Distribution to Rd Dist		482
2049	71350	PW-Administration	Prop Tax Dist-Statutory (R&B Fund)		11,667
2049	71405	PW-Administration	Sales Tax Dist-Replc Prop Tax Rick		76,531
2049	71451	PW Administration	Sales Tax Dist – Formula	14,145	
2049	71452	PW-Administration	Sales Tax Dist – Application	4,787	
2049	71453	PW-Administration	Sales Tax Dist – Road District	1,743	
2049	86882	PW-Administration	TIF Sales Tax Payment		3,048
2049	86800	PW-Design & Const.	Emergency	71,053	
				91,728	91,728

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #134-2014**

Commission

15. First reading; Budget Revision to cover expenses at CEMO for compliance with land disturbance activities

Mr. Shawver said that this budget revision will cover the expenses for the cost of the Stormwater Pollution Prevention Plan as discussed earlier. This allocates the expenses

against the proper entity.

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.

16. 1st & 2nd reading; Re-appoint Paul Prevo to Planning & Zoning

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

Name	Board	Period
Paul Prevo	Planning & Zoning	March 25, 2014 through March 25, 2018

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #135-2014**

17. 1st & 2nd reading; Approve Closed Session authorized per RSMo Sec 610.021 (1) and RSMo Sec 610.021 (9) at 2:30PM on March 31, 2014

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby authorize a closed meeting on Monday, March 31, 2014, at 2:30 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 and 610.021(9) RSMo.- preparation, including any

discussions or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #136-2014**

18. Public Comment

None


19. Commissioner Reports


None

The meeting adjourned at 10:05 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