

TERM OF COMMISSION: December 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  
Public Health Specialist Kris Vellema  
Deputy County Clerk Mike Yaquinto

The meeting was called to order at 9:31 a.m.

### **Health Department**

**1. 1<sup>st</sup> & 2<sup>nd</sup> reading; Abatement of a property located at 715 Demaret Drive, parcel #17-313-11-01-040.00 01**

Kris Velleme said she went out to the property this morning and most of the debris has been cleaned up. There is still a washing machine in the side yard. Other than that, it is pretty much done.

Darren Patterson said he is the owner of the property and was not aware of the problem until two weeks ago when he got a call from his bank. He went to talk to the tenants and they said they would have the debris cleared from the property.

Commissioner Atwill asked Mr. Patterson if he is the landlord and what he intends to do with the balance of the debris on the property.

Mr. Patterson said he is the landlord and will go over to the property today and pick up the washing machine.

Commissioner Atwill asked if staff had any objection working with Mr. Patterson to finish the clean up. If not done, the abatement will come back to Commission.

Commissioner Miller said the typical process is to adopt the order and then the Health Department follows up and if everything is done, they will not act on the order.

Ms. Velleme said that is the normal procedure. The order will be issued with the caveat that we will follow up on the situation. If the problem has been resolved, we will send a memo stating it has been completed which will close the order.

Commissioner Miller said that this process should be followed.

All Commissioners and Ms. Vellema were in agreement.

Commissioner Miller 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 715 Demaret Drive, parcel #17-313-11-01-040.00 01

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #572-2014**

## **Purchasing**

### **2. First reading; Bid Award 47-23OCT14 – Records Shredding and Disposal Services**

Commissioner Miller read the following memo:

Request for Bid 47-23OCT14 – Records Shredding and Disposal Services opened on October 23, 2014 with three bids received: OnSite Mobile Document Destruction of Missouri LLC, Cintas Document Management, and Data Retention Services, Inc.

The Boone County Clerk, Boone County Circuit Clerk, Prosecuting Attorney's office, and Purchasing evaluated the RFB and recommend award to Data Retention Services, Inc. of Columbia, Missouri. Data Retention's bid was second low in pricing for Section A (mobile/on-site shredding of paper records) with no minimum order requirements, and overall low for Section B (off-site shredding of paper records). Of all bids received, this vendor quoted on all pricing sections requested. Services will be on an 'as needed' basis.

Purchasing requests permission to make award of this contract to Data Retention Services, Inc. based on bids received and evaluated by Purchasing, Clerks' offices and Prosecuting Attorney's office as being the lowest and best offer meeting County of Boone's needs for this service.

The contract period will be effective with date of award and Commission Order through October 31, 2015 with a maximum of four (4) one year renewal periods, same prices as initial contract period, and subject to fiscal year funds availability, with potential final expiration date of October 31, 2019.

As this is a Term and Supply contract, there are no accompanying purchase requisitions. A bid tabulation is attached for your information.

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; Contract Amendment Number Three to 24-25APR12 – Tires, Passenger & Patrol Vehicles & Light Duty Trucks**

Commissioner Miller read the following memo:

*Contract 24-25APR12 – Tires-Passenger & Patrol Vehicles & Light Duty Trucks*  
was approved in commission on June 12, 2012 on commission order 282-2012. The attached amendment adds an additional tire size and pricing to the list of available tires for the County on the Big O Tires contract.

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. Second reading; Bid Award 50-18NOV14 – MKT Trail Grading Services Term & Supply (1<sup>st</sup> read 12-11-14)**

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby award bid 50-18NOV14 – MKT Trail Grading Services Term & Supply to C. L. Richardson Construction Co., Inc. of Ashland, MO.

The terms of the 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 #573-2014**

**5. Second reading; Contract Amendment Number Three – Urban Retrofit Monitoring of Stormwater practices in Hinkson Creek Watershed (1<sup>st</sup> read 12-11-14)**

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the attached Contract Amendment Number Three to 22-24JUN11 – Urban Retrofit Monitoring of Stormwater Practices in Hinkson Creek Watershed.

The terms of this amendment are stipulated in the attached Contract Amendment Number Three. It is further ordered the Presiding Commissioner is hereby authorized to sign said Contract Amendment Number Three.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #574-2014**

**Human Resources**

**6. Second reading; Memorandum of Understanding between Boone County and 13<sup>th</sup> Judicial Circuit - 2014 Salary Study and Implementation (1st read 12-11-14)**

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the attached Memorandum of Understanding between the 13<sup>th</sup> Judicial Circuit and Boone County regarding the Court's participation in the County's 2014 salary study, implementation and continuing impact upon County-funded Court staff. The terms of the agreement are stipulated in the attached Memorandum of Understanding. It is further ordered the Presiding Commissioner is hereby authorized to sign said Memorandum of Understanding.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #575-2014**

**7. Second reading; Salary Study Subcommittee recommendations for 13<sup>th</sup> Judicial Circuit positions (1<sup>st</sup> read 12-11-14)**

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the attached recommendations by the Salary Study Subcommittee regarding pay ranges for several positions within the 13<sup>th</sup> Judicial Circuit:

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #576-2014**

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

**8. Second reading; Budget Revision to cover the cost of a second polycom unit at the jail and the warranty for said unit (1<sup>st</sup> read 12-11-14)**

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the following budget revision for the 13<sup>th</sup> Judicial Court to cover the cost of a second polycom unit at the jail along with the warranty for said equipment.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
1230	84000	Jury Services	Jury Food & Lodging	3,000	
1230	91300	Jury Services	Machinery/Equipment		3,000

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #577-2014**

### Resource Management

#### 9. Second reading; Budget Revision to re-classify Class 1 appropriations to cover cost of contract with Geosyntec relating to Urban Retrofit Grant (1<sup>st</sup> read 12-11-14)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the following budget revision for the Resource Management Department to re-classify Class 1 appropriations to cover the cost of the contract with Geosyntec relating to the Urban Retrofit Grant.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
1725	71100	Stormwater Administration	OutsideServices		34,315
1725	10100	Stormwater Administration	Salary & Wages	29,900	
1725	10200	Stormwater Administration	FICA	2,825	
1725	10300	Stormwater Administration	Health Insurance	1,590	
2046	71100	Stormwater Administration	Outside Services		18,480
2046	10100	Stormwater Administration	Salary & Wages	16,150	
2046	10200	Stormwater Administration	FICA	1,250	
2046	10300	Stormwater Administration	Health Insurance	1,080	
				52,795	52,795

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #578-2014**

**Information Technology**

**10. Second reading; Budget Revision to purchase an iPad for mobile documentation recording purposes (1<sup>st</sup> read 12-11-14)**

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the following budget revision to purchase an iPad for mobile documentation recording purposes.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
1115	84300	Human Resources	Advertising	399	
1170	91301	Information Technology	Computer Hardware		399

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #579-2014**

**Commission**

**11. Second reading; Contract Amendment Number One – Agreement for Architectural and Engineering Services with ADG (1s read 12-11-14)**

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the attached Contract Amendment Number One to 41-31OCT13 – Architectural and Engineering Services for 911/Joint Communications Facility.

The terms of this amendment are stipulated in the attached Contract Amendment Number One. It is further ordered the Presiding Commissioner is hereby authorized to sign said



Contract Amendment Number One.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #580-2014**

**12. Second reading; Parking Lot Lease and Right of First Refusal between Boone County and Tom and Isabel Rife (1<sup>st</sup> read 12-11-14)**

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the attached Parking Lot Lease and Right of First Refusal agreement between Boone County and Tom & Isabel Rife.

The terms of this agreement are stipulated in the attached Parking Lot Lease and Right of First Refusal 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 #581-2014**

**13. Public Comment**

None

**14. Commissioner Reports**

Commissioner Thompson said she attended the meeting at the Court and saw the new polycom unit. This will allow them to run the docket from the city and Circuit Court simultaneously with those two units. This will make it a lot faster and more efficient. They

were having to stagger the dockets on Friday mornings so they could get the jail docket done. This has lessened the backlog so much that the whole process has become much quicker and much better.

Commissioner Miller said it is much safer as the inmates will no longer be transported to court.

Commissioner Thompson said that while the unit is not indestructible, there is very little in the way of it being damaged. The inmate will be able to see themselves as well as the courtroom when viewing the polycom unit.

There were no further Commissioner Reports.

The meeting adjourned at 9:47 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