

-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 Dan Atwill
District I Commissioner Karen Miller
District II Commissioner Janet Thompson
Director Purchasing Melinda Bobbitt
Sheriff Dwayne Carey
Captain Gary German
Treasurer Tom Darrough
Director Information Technology Aron Gish
Deputy County Clerk Mike Yaquinto

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

Purchasing

1. First reading; Sole Source Approval – 124-123116SS – Siren Maintenance

Melinda Bobbitt read the following memo:

Attached for signature and approval is a Sole Source Request Form from Emergency Management Operations for the purchase of siren maintenance from Blue Valley Public Safety, Inc. of Grain Valley, Missouri.

Blue Valley Pubic Safety is the exclusive sales representative of products manufactured and sold by Federal Warning Systems and also, as the field service providers and regional installer for Federal Warning Systems (see attached letter).

The maintenance will be purchased from department 2702 – Emergency Management Operations, account 60050 – Equipment Service Contract. \$43,632 is budgeted for 2016.

The intent to purchase as sole source was advertised in the Missouriian and Tribune on Thursday, January 7, 2016.

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.

2. First reading; Sole Source Approval – 126-060616SS – Luminex Stenographs

Melinda Bobbitt read the following memo:

Attached for signature and approval is a Sole Source Request Form from Court Administration for the purchase of two (2) Luminex Stenograph machines from Stenograph LLC of Elmhurst, Illinois.

Court Administration requires this brand stenograph so the machines will be compatible with other steno machines currently owned by the County, and also compatible with current software that is used in conjunction with the machines. Having the hardware (steno machines) and the software from the same vendor is necessary with regard to compatibility issues as well as troubleshooting issues. These machines are proprietary to Stenograph LLC (see attached letter).

Total cost of Stenographs is \$10,772 and will be purchased from department 1210 – Circuit Court Services, account 92300 – Replacement Machinery & Equipment and 2850 – Administration of Justice, account 92300 – Replacement Machinery and Equipment. \$11,000 is budgeted for 2016.

The intent to purchase as sole source was advertised in the *Missourian* on January 22 and *Tribune* on January 23, 2016.

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; Cooperative Contract 3-150514RW – Purchase a Clark Sitdown Rider Forklift and dispose by auction a 1979 Hyster Forklift

Melinda Bobbitt read the following memo:

Public Works requests permission to utilize the Missouri Department of Transportation cooperative contract *3-150514RW – Forklifts* with Forklifts of Central Missouri, Inc. of Jefferson City, Missouri to purchase one (1) New Gen 2 Clark Sitdown Rider Forklift Counter Balanced Model C25L.

The contract amount for this purchase is \$29,526.00. The invoice will be paid from Department 2040 – PW-Maintenance Operations and Account 92300 – Replacement Machines and Equipment. The amount budgeted for this purchase is \$30,000.00.

The Purchasing Department requests permission to dispose of the following surplus by auction:

1979 Hyster Forklift, fixed asset tag number 12685

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.

4. First reading; Cooperative Contract PC66814 – Hazardous Incident Response Equipment

Melinda Bobbitt read the following memo:

The Sheriff Department requests permission to utilize New York State's cooperative contract *PC66814 – Hazardous Incident Response Equipment* with Selex ES Inc. d/b/a ELSAG North America of Greensboro, North Carolina to purchase Hazardous Incident Response Equipment (license plate readers).

This is a Term and Supply contract and invoices will be paid from department 2901 – Sheriff Operations LE Sales Tax, account 92300 – Replacement Machinery & Equipment.

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; Permission to return surplus equipment

Melinda Bobbitt read the following memo:

The Sheriff Department requests permission to return the following surplus equipment to the Missouri Sheriff's Association where it was obtained. The equipment is no longer needed - IRIS SCANNING CAMERA, PC WORKSTATION, KEYBOARD, MONITOR, AND DIGITAL CAMERA.

Commissioner Miller said she assumes they had given this to us originally.

Ms. Bobbitt said that is correct.

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.

6. First reading; Cooperative Contract 3-150626TV – Motorgrader

Melinda Bobbitt read the following memo:

Public Works requests permission to utilize the Missouri Department of Transportation cooperative contract *3-150626TV – Motorgrader* with Martin Equipment of Illinois, Inc. d/b/a Tri-State Construction Equipment of Palmyra, Missouri to purchase one (1) John Deere 672G Motor Grader.

The contract amount for this purchase is \$138,968.25. The invoice will be paid from

Department 2040 – PW-Maintenance Operations and Account 92300 – Replacement Machines and Equipment. The amount budgeted for this purchase is \$252,000.00.

The Purchasing Department requests permission to dispose of the following surplus by auction:

2009 John Deere 672G Motorgrader, fixed asset tag number 16942

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.

7. First reading; Cooperative Contract C215080007 – Photocopier and Maintenance for Public Administrator and Circuit Clerk and trade-in two (2) Canon iR copiers

Melinda Bobbitt read the following memo:

The Public Administrator and Circuit Clerk request permission to utilize the State of Missouri cooperative contract C215080007 with Data Comm of Columbia, Missouri to purchase photocopier(s) with maintenance as follows:

Public Administrator

Cost of copier is \$6,548 and will be paid from department 1200 – Public Administrator, account 92000 – Replacement Office Equipment. Copier maintenance for 100,000 prints for 2016 is \$450 and will be paid from 1200 – Public Administrator, account 60050 – Equipment Service Contract.

Circuit Clerk:

Cost of copier is \$9,698 and will be paid from department 1221 – Circuit Clerk, account 92000 – Replacement Office Equipment. \$10,000 was budgeted. Copier maintenance for 150,000 prints for 2016 is \$675.00 and will be paid from 1221 – Circuit Clerk, account 60050 – Equipment Service Contract. \$1,350 was budgeted.

Purchasing is seeking permission to trade in the following copiers:

Fixed Asset Tag: 15531 – Canon iR 2270 (trade-in value: \$0.00)

Fixed Asset Tag: 18108 – Canon iR5570 (trade-in value: \$0.00)

IT will check the equipment and remove the storage device if one exists prior to equipment being removed from County.

Commissioner Thompson noted that the Circuit Clerk is getting the same copier except for the staple finisher and three trays which adds \$3,000 to the cost.

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.

8. 1st & 2nd reading; Bid Award 05-19JAN16 – Pursuit/Patrol Vehicles

Melinda Bobbitt read the following memo:

Request for Bid *05-19JAN16 – Pursuit / Patrol Vehicles* closed on January 19, 2016. One bid was received. Recommendation for award is Joe Machens Ford of Columbia, Missouri for (13) Ford Interceptor Utility vehicles and one (1) Ford Interceptor Sedan vehicle for a total of \$371,725.

Vehicles will be paid from department 2901 – Sheriff Operations, LE Sales Tax, account 92400 – Replacement Auto/Trucks. \$390,252 was budgeted in 2016.

Requesting approval as a first and second reading. Joe Machens must receive the Purchase Order by January 31.

There were no comments or questions.

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby award bid 05-19JAN16 – Pursuit/Patrol Vehicles to Joe Machens Ford of Columbia, MO to purchase Thirteen (13) Ford Interceptor Utility vehicles and one (1) Ford Interceptor Sedan vehicle.

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 #30-2016**

9. First reading; Bid Award 25-15JUN15 – Purchase of Service Contracts for Children’s Services Fund

Melinda Bobbitt read the following memo:

Request for Proposal 25-15JUN15 – Purchase of Service Contracts for the Children’s Services Fund closed on June 15, 2015. 19 proposal responses were received.

The following is a partial recommendation of contract award. This is the last contract that is being awarded from this bid. The other contracts were awarded on commission orders 535-2015, 622-2015, and 627-2015.

The following contract is being first read:

Youth Empowerment Zone

The Employment Program

Contract from date of award through December 31, 2016 with two, optional one-year renewals
\$124,515.00

Invoices will be paid from department 2161 – CCS Funding Opportunities, account 71106 – Contracted Services. \$8,350,000.00 was budgeted in 2016.

Commissioner Thompson said this program will give them the ability to help get these kids ready to take jobs in our community which is a huge plus for us.

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.

**10. First reading; Bid Award 26-15JUN15 – Purchase of Service and Pilot Program
Contracts, Community Health Fund**

Melinda Bobbitt read the following memo:

Request for Proposal 25-15JUN15 – Purchase of Service Contracts for the Children's Services Fund closed on June 15, 2015. 19 proposal responses were received.

The following is a partial recommendation of contract award. This is the last contract that is being awarded from this bid. The other contracts were awarded on commission orders 535-2015, 622-2015, and 627-2015.

The following contract is being first read:

Youth Empowerment Zone

The Employment Program

Contract from date of award through December 31, 2016 with two, optional one-year renewals
\$124,515.00

Invoices will be paid from department 2161 – CCS Funding Opportunities, account 71106 –
Contracted Services. \$8,350,000.00 was budgeted in 2016.

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.

County Clerk

11. 1st & 2nd reading; Accept Certification of Candidate for Centralia Special Road District

Commissioner Miller said no one filed against them and the statute allows them to be automatically re-elected.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby accept the attached certification by the Boone County Clerk regarding the election of Commissioner of the Centralia Special Road District. Pursuant to the provisions of 115.124.1 RSMo., no election shall be held for such office and the candidate, Marc Spickert, shall assume the duties of his office at the same time and in the same manner as if he had been elected at the April 5, 2016 election. It is further ordered the Presiding

Commissioner is hereby authorized to sign the commission for Marc Spickert to serve as Commissioner of Centralia Special Road District for a three year term.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #31-2016**

12. 1st & 2nd reading; Accept Certification of Candidate for Hospital Trustee of Boone County

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby accept the attached certification by the Boone County Clerk regarding the election of Hospital Trustee of Boone County. Pursuant to the provisions of 115.124.1 RSMo., no election shall be held for such office and the candidate, Jan Beckett, shall assume the duties of her office at the same time and in the same manner as if she had been elected at the April 5, 2016 election. It is further ordered the Presiding Commissioner is hereby authorized to sign the commission for Jan Beckett to serve as Hospital Trustee of Boone County for a five year term.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #32-2016**

Sheriff's Department

13. First reading; K-9 Maintenance Training Agreement

Captain German said the Sheriff's Department is seeking approval to enter into an agreement with the University of Missouri Police Department to provide K-9 maintenance training.

They have a single purpose dog so the cost is a little less than doing a dual purpose dog. It is usually \$1,800 and this cost is \$1,000.

Commissioner Miller asked the difference between single and dual purpose.

Captain German said dual purpose would include lost articles, lost child and narcotics where the single purpose dog the University has is primarily for bomb purposes.

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.

14. First reading; Approve Subrecipient Monitoring Agreement Between the City of Columbia and Boone County

Captain German said this is for the 2015 Justice Assistance Grant and the Subrecipient Monitoring agreement between the City of Columbia and the County. This is another step in the JAG paperwork in order to say that we are working together and they will make themselves available in terms of inventory and purchases so we can go back and monitor for compliance.

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.

**15. First reading; Budget Amendment to establish a budget for Special Events
Management Training**

Captain German said this is to set up training for the new Lieutenant on special events, planning and oversight. This is something the department has been doing for several years. This is generally in conjunction with other larger special events so the officer can go and see what a police agency does at other special events. This one happens to be in San Diego and the cost is \$4,013.

Commissioner Miller said we have a lot of special events in our community from football games to Roots and Blues and the more we can have trained, the better off we will be.

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.

16. First reading; Law Enforcement Accreditation Agreement

Sheriff Carey said that he has looked at this for several years and has been a little hesitant about moving forward. We have done a lot of research on this and have looked at Joint Communications and 911 and their accreditation which says a lot about the work that staff has done. As far as Sheriff's go, there is only one other Sheriff's Department in Missouri that is accredited and that is Jefferson County and across the country, there are about 30 or so that are accredited. So, with the social and political climate within law enforcement, we will try to get out ahead of the game and pursue accreditation for the Boone County Sheriff's Department which is a three year process. Sergeant Leer has been appointed the accredited manager and he will be working on this for the next three years.

Commissioner Atwill asked if this is the accreditation that sets you apart from others.

Sheriff Carey said it is.

Commissioner Atwill asked to describe this process and program.

Sheriff Carey said there are national standards that law enforcement should abide by and you constantly evaluate your policies and procedures to make sure you are meeting the national standards. It ensures your department is professional and meeting all of the standards and expectations.

Commissioner Thompson said this ensures that the department change and adapt as needed.

Commissioner Miller stated this looks like CALEA's commitment to the Sheriff's Department is to stay on top of contemporary publications and new procedures and to help identify areas of concern.

Sheriff Carey said that is why we need a manager to oversee this. We are told this will be about 90% of the Sergeant Leer's job. The good thing here is that the University of Missouri Police Department are already accredited and are a partner with us in many things we do and they have committed they will help us in any way they can.

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.

17. First reading; Budget Amendment to establish budget for school reimbursement revenue and adding a deputy position

Sheriff Carey said this and the next item are actually combined. This was talked about some time ago in a 3C's meeting and Commissioner Miller and I went down to Southern Boone School District. Statute does not require us to have a deputy in the schools and it is something that started in the mid 90's when the Federal funding started. The commitment was made then to put deputies in the schools as SRO's. We were splitting time between several schools, Columbia Public Schools and some others in the County. Certain things happened and we went to full time in the County schools.

This is a great benefit, not only for the schools, but for the enforcement deputies. When I meet with them in branch meetings, they talk about how important the SRO's are to them because they know the kids, what they drive and they can handle incidents. Being in the schools is a great benefit to us, but there is a cost to it. Internally, over the last 11 years, we have done a lot of restructuring, in house, especially in the lean years of 2008 – 2011 and knew we would not be getting any additional personnel. We tried to make this work and then we looked at having the schools invest a little bit in the Boone County Sheriff's Department and into their schools and communities by having each of the four schools in the County pay 25% of a starting salary for a deputy because one of the issues, we noticed in early 2015, when we had the deputy involved shooting, we did not have enough people on midnight shift.

We did some restructuring so we have a sufficient number of deputies working that overnight shift. This funding, 25%, from each school, will pay 100% of the salary for this new deputy position that we have added to the midnight shift.

Commissioner Miller said that this is a great asset, just garnering information that is floating around the school.

Sheriff Carey said this is very beneficial for the community.

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.

18. First reading; Approve SRO (School Resource Officer) Agreement for Sturgeon, Hallsville, Southern Boone County and Harrisburg schools

See item #17

Treasurer

19. First reading; 2014 Tax Sale Surplus for Patricia McQuitty

Tom Darrough said this one took a little longer than usual due to getting a death certificate from out of state. Other than that, pretty normal process.

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.

20. First reading; 2014 Tax Sale Surplus for James L. Reagan

Tom Darrough said this was standard and nothing unusual with this request.

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.

21. First reading; 2015 Tax Sale Surplus for Estil L. West Jr.

Tom Darrough said this request was also standard with no unusual circumstances.

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

22. First reading; Request to purchase one HP 600PC and two HP P22va monitors for the Sheriff's Department

Aron Gish said this request is to purchase some items that were not recognized at the end of the 2015 year to go into the 2016 budget. Due to some restructuring and moving personnel around to different shifts, they will now have an additional daytime, full-time person so they will need the additional equipment in the office.

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.

Public Works

23. First reading; Request purchase of scanner to expedite the work order entry of equipment/vehicle repair invoices

Aron Gish said this is a small dollar item and an asset that will be tagged. The anticipated savings will go toward the purchase which is \$411 and this item will go on the replacement schedule.

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.

Health Department

24. Public Hearing and second reading; Budget Amendment for special project for outside repairs done to Unit 1 and Unit 2 of the City & County Health Department (1st read 1-12-16)

Commissioner Atwill opened the public hearing and asked if there is anyone present that would like to speak on this item. There were no speakers and Commissioner Atwill closed the public hearing.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby acknowledge the following budget amendment from the Auditor's Office for a special project for outside repairs done to Unit 1 and Unit 2 of the City & County Health Department. The County will be reimbursed by the Family Health Center for repairs to Unit 2.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
1410	71500	Public Health Services	Building Use/Rent Charge (Unit 1)		11,476
1190	71500	Non-Departmental	Building Use/Rent Charge (Unit 2)		13,972
1123	86800	Emergency & Contingency	Emergency	11,476	
1190	3821	Non-Departmental	Building Rent (Unit 2)		13,972
				11,476	39,420

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #33-2016**

Resource Management

25. Second reading; Approve Annual Consultant Services Agreements (1st read 1-21-16)

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the attached General Consultant Services Agreements for 2016 for the following:

BFA, Inc.

Shafer, Kline & Warren

Simon and Associates

Terracon Consultants, Inc.

Meco Engineering Co., Inc.

Scroggs Architecture PC

The terms of the agreements are stipulated in the attached General Consultant Services Agreements. It is further ordered the Presiding Commissioner is hereby authorized to sign said Agreements.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #34-2016**

Commission

26. 1st & 2nd reading; Organizational Use of the Government Center Chambers by Mid-Missouri Peaceworks for March 16, 2016

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the Organizational Use of the Government Center Chambers by Mid-Missouri Peaceworks for March 16, 2016 from 6:00 p.m. to 9:30 p.m.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #35-2016**

27. 1st and 2nd reading; Cooperative Contract with City of Columbia for Animal Control Services

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the Cooperative Contract between the City of Columbia and Boone County, Missouri for Animal Control Services. The terms of this agreement are stipulated in the attached Agreement. It is further ordered the County Commissioners are hereby authorized to sign said Agreement.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #36-2016**

28. 1st and 2nd reading; Cooperative Contract with City of Columbia for Public Health Services

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the Cooperative Contract between the City of Columbia and Boone County, Missouri for Public Health Services. The terms of this agreement are stipulated in the attached Agreement. It is further ordered the County Commissioners are hereby authorized to sign said Agreement.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #37-2016**

29. Public Comment

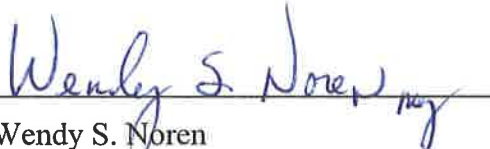
None

30. Commissioner Reports

None

The meeting adjourned at 10:06 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