

TERM OF COMMISSION: July Session of the July Adjourned Term

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

PRESENT WERE: Presiding Commission Dan Atwill
District I Commissioner Karen Miller
District II Commissioner Janet Thompson
Boone County Regional Sewer District Andy Lister
Director Human Resources Jenna Redel
Director Information Technology Aron Gish
Director Purchasing Melinda Bobbitt
Director Community Services Kelly Wallis
Deputy County Clerk Diane Buchmann

The meeting was called to order at 1:30 p.m.

Human Resources

1. First reading; Biennial Pay Range Adjustment Review

Jenna Redel said this item relates to two county policies implemented in 2014. The first policy, 1.4 and the second, 3.7. Both call for every other year, in the odd numbered years, beginning in 2017, the HR Department is supposed to check the State Tax Commission certified Consumer Price Index and report to Commission how much inflation has increased the price of consumer goods over the last two years.

We have prepared our information based on the State Tax Commission certified CPI and it came to a 1.5% increase since 2015. Those policies mentioned earlier contemplate we would adjust the pay ranges for all county positions in response to that.

Commissioner Miller asked if that is from the base of the range and the top of the range.

Ms. Redel said we adjust the mid-point of the base range and everything falls from that and it does end up that the minimum and maximum ranges do go up.

Commissioner Miller said that it does not automatically adjust the pay, just the range so that they don't hit the top of the range and we can avoid the past problems we were having.

Ms. Redel said the County went roughly 11 years without adjusting the pay range and we got very behind the market and it took up to three years to coordinate an adjustment of the pay ranges. This is to avoid the previous problems and we will adjust with inflation over time. In the event there is not sufficient money in the budget to make this type of adjustment, Commission can always decide not to implement. Every other year, there will be a recommendation concerning the pay ranges.

The packets include what the pay ranges will look like when adjusted by the 1.5%. Also, there is a packet prepared by the Auditor's Office that shows the budgetary impact across all budgets. There is one thing to point out and which is unavoidable, is that with this adjustment, anyone below the new minimum pay range will have to have their hourly rate adjusted up to the minimum. That will be mandatory. In the General Fund, that is roughly a \$22,000 impact and across all budgets, it is about \$33,000. There is also an impact to the flexible hiring limit. We budget all positions up to that hiring limit because each appointed authority has the potential to move the salary to that range. So, the recommendation is to adopt the 1.5% adjustment to all pay ranges and just the ranges themselves.

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.

Boone County Regional Sewer District

2. Second reading; Authorize assessments for the Manchester Heights Sanitary Sewer Neighborhood Improvement District (1st read 7-26-16)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby compute the Final Post Bond Assessment of the sanitary sewer improvement project for the Manchester Heights Sanitary Sewer Neighborhood Improvement District as certified to be **\$281,330.27**.

The County Commission does hereby apportion the cost of said project equally by living unit of property within said district according to the provisions of 67.463.2 RSMo (1993 Supp.) and petition approved by said Commission.

The County Commission further orders the following:

1. Special assessments against the property described on the attached exhibit A and in the attached amounts.
2. The Clerk to proceed with notification and collection of said assessments pursuant to the statutory provisions of 67.463 RSMo.
3. This order and attached exhibit A shall be maintained as an official public record with notice of this assessment to be given to all interested parties by recording this order in the land records of Boone County, Missouri.
4. The Presiding Commissioner is authorized to execute appropriate notices of liens and the County Collector is authorized to execute releases of said liens, as appropriate, upon collection consistent with the practices and procedures of the Boone County Collector of Revenue.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #348-2016**

Public Works**3. Second reading; Budget Revision for the upgrade of timekeeping software (1st read 7-21-16)**

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the following budget revision for the Public Works Department to cover the cost of updating the timekeeping software.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2040	86800	Public Works – MO	Emergency	5,670	
2040	92302	Public Works – MO	Computer Software		5,670
				5,670	5,670

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #349-2016**

Information Technology**4. First and second reading: Software License Agreement with Infor Public Sector, Inc.**

Aron Gish said this is for the 911 CAD system. We will retain our current CAD system until the new system is up and going. This is licensing, the city owns the exiting license and this will allow us to run the current system until the new one is in place.

Commissioner Miller said this will be for the same price as if it had been transferred.

Mr. Gish said had there been a transfer available, that transfer would have been at the same price as the contract with no additional cost, just a different mechanism for us to obtain the

rights to use the software. Also included in the contract is one year of software maintenance. It will be very clear what we owe the software vendor. The contract is good for one year with no additional cost. The only costs we have left are the interfaces, there are two, and we have estimates on them.

Commissioner Miller noted the great work done on getting the cost from where it started to where it is now.

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 attached Software License Agreement between Boone County and Infor Public Sector, Inc..

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

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #350-2016**

Purchasing

5. First reading: Bid Award Recommendation: 40-14JUL16C-Family Health Center-Building Repair

Melinda Bobbitt read the following memo:

Attached is a contract with Grove Construction to repair the Family Health Center building from damages that occurred on May 26, 2016. Hilary Matney, Risk

Management Specialist in Human Resources obtained two quotes and State Farm Insurance issued payment to Boone County in the amount of the low quote from Grove Construction.

Total cost of contract is \$24,949.00 and will be paid from department 1195 – Insurance Claim Activity, account 60100 – Building 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.

6. First Reading: Disposal of Surplus Equipment on GovDeals

The Purchasing Departments requests permission to dispose of the following list of surplus equipment by auction on GovDeals or by destruction for whatever is not suitable for auction.

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.

Community Services

7. First Reading: Budget Revision: Anticipated costs for new, full time position (Program Specialist) in the community Services Department.

Kelly Wallis said this position has already been approved and the budget revisions are to cover the cost of adding this new position to the office. There are four different revisions. Three of the revisions will cover the salary of the position and cost will be divided amongst three different funds, 75% from Children's Services, 15% from Community Health Fund and 10% from General Revenue. The fourth budget revision will be for hardware and software and will be split from Children's Services and Community Health.

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.

Commission

8. Second reading; Budget Revision to fund agreement with City of Sturgeon assigning all maintenance responsibilities for the entire length of Fairgrounds Road to the city of Sturgeon (1st read 7-19-16)

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the following budget revision for Resource Management to fund the agreement between the City of Sturgeon and the County of Boone for the City of Sturgeon to take over complete maintenance responsibilities for all of Fairgrounds Road.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2045	86800	RM Design & Construction	Emergency	9,525	
2045	84200	RM Design & Construction	Other Contracts		9,525
				9,525	9,525

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #351-2016**

9. Second reading; Road Maintenance Agreement between Boone County and City of Sturgeon (1st read 7-19-16)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the attached Road Maintenance Agreement between Boone County and the City of Sturgeon.

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

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #352-2016**

10. Public Comment

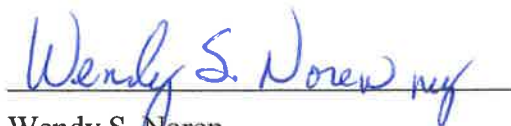
None

11. Commissioner Reports

None

The meeting adjourned at 1:46 p.m.

Attest:



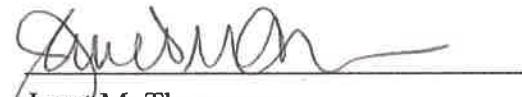
Wendy S. Noren
Clerk of the County Commission



Daniel K. Atwill
Presiding Commissioner



Karen M. Miller
District I Commissioner



Janet M. Thompson
District II Commissioner

