

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 Dan Atwill  
District II Commissioner Janet Thompson  
Buyer Jacob Garrett  
Resource Management Administrator Kelle Westcott  
Collector Brian McCollum  
Director Human Resources Jenna Redel  
Captain Gary German  
Prosecuting Attorney Dan Knight  
Deputy County Clerk Mike Yaquinto

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

**Proclamation**

**1. Proclamation acknowledging the week of April 2-8, 2017 as National Crime Victims' Rights Week**

Commissioner Thompson read the following proclamation:

*Whereas*, Americans are the victims of more than 20 million crimes each year, affecting individuals and communities; and

*Whereas*, Providing victims with knowledge of their rights and available services further strengthens their ability to recover by restoring a sense of self-empowerment; and

*Whereas*, A trauma-informed response to victims promotes healing and fosters strength in survivors; and

*Whereas*, Unaddressed trauma from victimization weakens the resilience of victims and their communities, impeding their ability to withstand future trauma; and

*Whereas*, Victims who feel understood and supported are more likely to disclose their victimization, seek services, and participate in the justice process; and

*Whereas*, A multidisciplinary response, involving collaboration among victim service professionals, criminal justice officials, legal professionals, medical and mental health providers, and community leaders is essential to reach and serve all victims—especially those who are marginalized, have disabilities, or live in remote locations; and

*Whereas*, Strengthening the multidisciplinary response—bringing diverse skills, perspectives, and understandings together in the service of victims—also serves to build the resilience of those responders, by strengthening the confidence in their roles, abilities and sense of contribution; and

*Whereas*, National Crime Victims’ Rights Week, April 2-8, 2017, provides an opportunity to recommit to ensuring that all victims of crime—especially those who are challenging to reach or serve—are afforded their rights and receive a trauma-informed response; and

*Whereas*, Boone County is hereby dedicated to strengthening victims and survivors in the aftermath of crime, building resilience in our communities and our victim responders, and working for justice for all victims and survivors;

*Therefore*, the Boone County Commission does hereby proclaim the week of April 2-8, 2017, as National Crime Victims’ Rights Week and reaffirm this county’s commitment to creating a victim service and criminal justice response that assists all victims of crime during Crime Victims’ Rights Week and throughout the year; and to express our sincere gratitude and appreciation for those community members, victim service providers, and criminal justice professionals who are committed to improving our response to all victims of crime so that they may find relevant assistance, support, justice and peace.

Commissioner Atwill moved on this day the County Commission of the County of Boone does hereby recognize the week of April 2-8, 2017 as National Crime Victims’ Rights Week.

Commissioner Thompson seconded the motion.

The motion carried 2 to 0. **Order #166-2017**

Dan Knight thanked the Commission and reiterated that the 5K is 2:00 p.m., this Sunday, at Stephens Lake Park. The first 300 entries receive free t-shirts. Our staff has worked really hard on this event. Crime victims have rights also and this event will help us get out that message and celebrate.

### **Purchasing**

#### **2. First reading; Bid Award 53-20DEC16 – SSI/SSDI Outreach, Access and Recovery (SOAR)**

Jacob Garrett read the following memo:

Request for Proposal *53-20DEC16 – SSI/SSDI Outreach, Access, and Recovery (SOAR)* opened on December 20, 2016. One proposal response was received.

Recommendation for award is as follows:

Vendor: Burrell, Inc.

Program: SSI/SSDI Outreach, Access, and Recovery (SOAR)

Contract from date of award through December 31, 2017 with two, optional one-year renewal

Not to exceed contract amount: \$75,000.00

Attached are the review team's evaluation and score sheets.

Invoices will be paid from department 2130 – CCS Funding Opportunities, account 71106 – Contracted Services. \$75,000 was budgeted.

Commissioner Thompson said she is excited for this because this was a recommendation from the Sequential Intercept Mapping workshop. This was community driven and then came forward through the Community Health Group. Funding is from the Boone Hospital lease and it is very appropriate that this has come full circle and will make a difference in people's lives.

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.

### **3. First reading; Computer and Peripheral Surplus Disposal**

Jacob Garrett 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.

**4. First reading; Bid Award 10-15FEB17 – Radio Simulcast Control Units**

Jacob Garrett read the following memo:

10-15FEB17 – Radio Simulcast Control Units opened on February 15, 2017. Three bids were received and Dave Dunford Radio Consultant and Chad Martin Director of 911/Joint Communications recommends award to Convex Corporation for offering the lowest & best on cost.

This is a one-time purchase of three (3) Audio Level and PTT Control units along with a Term and Supply contract. Invoices will be paid from the following:

Department 4101 – ECC Radio and Technology, account 71201 – Construction Cost.  
Budgeted \$1.78 Million

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**

#### **5. First reading; Budget Amendment to create a budget for K9 and related equipment**

Captain German said this is seeking to allocate the monies to purchase another canine for the department along with the associated equipment and supplies. These funds are generated from the program we set up several years ago where we trained other entities and their dogs. We are now able to use some of those funds.

Commissioner Thompson asked what type of dog will be purchased.

Captain German said it will either be a Shepard or Malinois.

Commissioner Thompson said that the Malinois has been a favorite for this.

Captain German said they are a little high strung, but we will be looking at that.

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. 1<sup>st</sup> & 2<sup>nd</sup> reading; Approve 2017-2018 Missouri State Cyber Crimes Grant application**

Captain German said we have been doing this program for quite a while, starting in 2007. The total is \$208,711.48 which includes \$154,033.63 for personnel, benefits, and overtime, \$11,254 for training and travel, \$2,150 for supplies, \$27,564.46 for contractual services, memberships, and software items and finally \$13,699 for equipment.

There were no comments or questions.

Commissioner Atwill moved on this day the County Commission of the County of Boone does hereby approve the attached 2017-2018 State Cyber Crime Grant application as offered by the Missouri Department of Public Safety.

Commissioner Thompson seconded the motion.

The motion carried 2 to 0. **Order #167-2017**

**Information Technology**

**7. First reading; Budget Amendment to establish a budget for the new Programmer Analyst position in the GIS Department**

Commissioner Thompson said she is presenting this on behalf of Aron Gish. This is possible because the Assessor has recognized the need for enhanced GIS services. This will be funded by the Assessor and the services of this new GIS position will be utilized throughout the county. As mentioned, it is funded by the Assessor who will be using these services pretty heavily. This will enable our GIS Manager to do high level work by having this new analyst in the department.

There were no further comments or questions.

Commissioner Atwill said a public hearing and second reading will occur after the 10-day mandatory waiting period for budget amendments.

**8. First reading; Budget Revision to transfer funds out of Contingency to Interfund Services Used for reimbursement of GIS technology services**

Commissioner Thompson said this is the companion to the previous item. Over the past few years, whenever these services are utilized by various agencies or organizations within the County, we share the cost for that and this is part of that.

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

**Human Resources**

**9. First reading; Recommendation of the Job Classification Committee to create a new classification: Trainee Deputy Sheriff**

Jenna Redel said this is a recommendation by the Job Classification Committee to create a new classification for the county, Trainee Deputy Sheriff. The Sheriff's Department already has the money in their budget to put someone through the Law Enforcement Training, but they did not have a position within their department to employ someone while they are going through the academy other than the current Sheriff Deputy position. The Sheriff requested a position at a lower rate of pay for that period of time while in the academy.

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; Consultant Services Agreement with Engineering Surveys & Services**

Kelle Westcott said this is an agreement for testing of concrete for some private subdivisions that are being built where they are expecting us to take over the maintenance. It also includes work we have done on our own with the panel replacement.

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

### **11. First reading; Consultant Services Agreement with Shafer, Kline & Warren**

Kelle Westcott said this is for the final design plan for the replacement of bridge # BR 3170016 located at E. St. Charles Road. This is the same company that did the preliminary plans.

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

**Collector**

**12. First reading; Proposal for Installment Plan for Personal Property Taxes**

Brian McCollum said over the last several years, we have been getting more and more requests from taxpayers and citizens wanting us to expand our current plans and programs for individuals to pay their tax liabilities on a monthly basis. We have several citizens that are currently on the Real Estate installment plan and this gives us the opportunity to expand the program to Personal Property on a timeframe that makes the most sense for Personal Property tax collection.

The foundation is already in place with the Real Estate installment plan we offer in addition to those NID individuals who pay their assessments on a monthly plan as well. There would be minor programming needed and the goal is to have this by mid-summer. I don't have a feel for those that would sign up, but feel that those on the Real Estate plan would take advantage of this as well. Most of the program is already outlined by state statute and part of the requirement is to have the ordinance in place with approval by the County Commission to allow the Personal Property tax to be paid on an installment plan.

Commissioner Thompson asked how many people take advantage of the Real Estate plan.

Mr. McCollum said we originally had 200 and are now over 1,400. This is still a small amount based on the number of qualified parcels. This allows them to budget accordingly and spread out that liability. Even if we get half that number to sign up, it is a service we can offer them and allow them to continue to budget their tax liability throughout the year.

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

**Commission**

**13. First reading; Air Service Guarantee Participation Agreement**

Commissioner Atwill said this is similar to the agreement several years ago to guarantee air service to Columbia. This is a new venture, by a new air carrier and we are asked, this time, to contribute \$50,000. The University will contribute \$200,000, Jefferson City will contribute \$100,000, Cole County will contribute \$50,000 and the City of Columbia will contribute in a different way with a contribution of \$250,000 for advertising.

The agreement will run until July 31, 2018 and hopefully, the funding we have made available, will be returned at that time. That was the case with the last venture of this type. The entire amount was returned along with interest. This is less money and a shorter duration. Hopefully, this will be another successful venture with air service for the Columbia Regional Airport.

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

**14. First reading; Budget Amendment to appropriate reserve funds for an Airport Revenue Guarantee Contract**

Commissioner Atwill said this is the budget amendment related to the agreement just discussed.

Commissioner Atwill said a public hearing and second reading will occur after the 10-day mandatory waiting period for budget amendments.

**15. 1<sup>st</sup> & 2<sup>nd</sup> reading; Organizational Use of the Government Center Chambers by Baha'i Faith Community for April 8, 2017**

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the Organizational Use of the Boone County Government Center Chambers by Baha'i Faith Community for April 8, 2017 from 1:30 p.m. to 5:30 p.m.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order #168-2017**

**16. Public Comment**

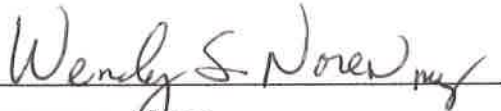
None

**17. Commissioner Reports**

None

The meeting adjourned at 1:54 p.m.

Attest:



Wendy S. Noren  
Clerk of the County Commission



Daniel K. Atwill  
Residing Commissioner



Fred J. Parry  
District I Commissioner



Janet M. Thompson  
District II Commissioner

