

TERM OF COMMISSION: January Session of the January Adjourned Term

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

PRESENT WERE: Presiding Commissioner Dan Atwill
District I Commissioner Fred Parry
District II Commissioner Janet Thompson
Director Purchasing Melinda Bobbitt
Juvenile Officer Angie Jaco
County Clerk Taylor Burks
Resource Management Administrator Kelle Westcott
Deputy County Clerk Mike Yaquinto

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

Purchasing

1. First reading; RFP Award Recommendation 30-20JUL17 – Purchase of Service Contracts for the Boone County Children’s Services Fund

Melinda Bobbitt read the following memo:

Contracts from Request for Proposal 30-20JUL17 – Purchase of Service Contracts for the Boone County Children’s Services Fund were awarded per commission order 571-2017 on December 28, 2017. The City of Columbia contract is also being awarded from that RFP:

Columbia/Boone County Department of Public Health and Human Services
Teen Outreach Program (TOP)

\$37,110.44

Invoices will be paid from department 2161 – CCS Funding Opportunities, account 71106 – Contracted Services.

Commissioner Atwill asked if this is paying the City of Columbia.

Ms. Bobbitt said it is.

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.

2. First reading; Revision to the Purchasing Policy Manuals

Melinda Bobbitt read the following memo:

Purchasing requests Commission to readopt and amend the Purchasing Policy Manual which was originally approved and adopted by Commission on November 10, 1998.

The proposed revisions include:

- Revision of *Article 5 – Policy for Contracting for Architectural, Engineering, and Land Surveying Services* to more closely mirror the process for Resource Management and;
- Addition of section 4-104 – Missouri Domestic Products Procurement Act to follow statute 34.353:

Whenever feasible and practicable, any manufactured goods or commodities used, supplied, or leased in the performance of any County contract involving an expenditure greater than \$25,000 shall be manufactured or produced in the United States, unless it increases the contract by more than 10% or there is only one line of a particular product manufactured or produced in the U.S.

Commissioner Thompson noted that this order will adopt the entire manual.

Ms. Bobbitt said it would.

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; Bid Award 41-12OCT17 – Sale of Scrap Metal

Melinda Bobbitt read the following memo:

Invitation for Bid *41-12OCT17 - Sale of Scrap Metal* opened on October 30, 2017. One response was received. Public Works recommends award to Central Metals Recycling for offering the highest price for scrap metal.

The revenue from this contract will go in account 2049 – Public Works Administration, account 3830 – Sales.

Commissioner Atwill asked if we have a lot of scrap metal.

Ms. Bobbitt said we do, mostly culvert pipe.

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.

Terms of the bid award are stipulated in the attached Purchase Agreements. It is further ordered the Presiding Commissioner is hereby authorized to sign said Purchase Agreements.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #27-2018**

6. Second reading; Disposal of surplus equipment (1st read 1-16-18)

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the request by the Purchasing Department to dispose of the following list of surplus equipment by auction on GovDeals or by destruction for whatever is not suitable for auction.

It is further ordered the Presiding Commissioner is hereby authorized to sign said Request for Disposal forms.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #28-2018**

7. Second reading; Surplus disposal of computer and peripheral equipment (1st read 1-16-18)

Commissioner Parry moved on this day the County Commission of the County of Boone does hereby approve the request by the Purchasing Department to dispose of the following list of surplus PC & Peripheral equipment through MRC Recycling Center.

It is further ordered the Presiding Commissioner is hereby authorized to sign said Request for Disposal forms.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #29-2018**

County Clerk

8. 1st & 2nd reading; Call for election – Boone County Hospital Board of Trustees

Taylor Burks said there will be an election for the Hospital Board of Trustees. Two candidates filed and since the number of candidates exceeds the number of vacancies, we will have an election. Greg Steinhoff and Mark Dempsey have filed and meet all the requirements.

Commissioner Parry asked if the Hospital Board reimburses us for the election.

Mr. Burks said they do not.

There were no further comments or questions.

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby call for an election to be held in said County on Tuesday, the 3rd day of April, 2018, for the purpose of electing one (1) member of the County Hospital Board of Trustees. One trustee elected shall serve for a term of 5 years.

Said Commission hereby adopts the following Notice of Election and Sample Ballot for said election:

STATE OF MISSOURI
COUNTY OF BOONE

Notice is hereby given to the qualified electors of the County of Boone, Missouri, that the County Commission of said County has called for an election to be held on Tuesday, the 3rd day of April, 2018, from and between the hours of six o'clock a.m. and seven o'clock p.m. on said day for the purpose of electing one (1) member of the County Hospital Board of Trustees. One trustee elected shall serve for a term of 5 years.

The ballot at said election shall be in substantially the following form:

OFFICIAL BALLOT
COUNTY OF BOONE, MISSOURI
Tuesday, April 3, 2018

FOR HOSPITAL TRUSTEE:
(VOTE FOR 1) (5 YEAR TERM)

GREG STEINHOFF
MARK K. DEMPSEY

The Commission further orders the election to be conducted by the Clerk of said County pursuant to the provisions of Chapter 115 RSMo.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #30-2018**

9. 1st & 2nd reading; Accept Certification of Candidate for Centralia Special Road District

Taylor Burks said for the Centralia Special Road District, we had one candidate file for the one vacancy, so, we do not have to conduct an election. The candidate meets the qualifications for the office and we are ready to accept his candidacy and authorize Jamie Mills to serve for a three-year term.

There were no comments or questions.

Commissioner Parry 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, Jamie Mills, 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 3, 2018 election.

It is further ordered the Boone County Commissioners are hereby authorized to sign the commission for Jamie Mills 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 #31-2018**

Resource Management

10. First reading; Update authority validations to sign change orders for road & bridge construction, road & bridge design and facility improvement projects per Purchasing Policy revisions and rescind Commission Orders 343-1996 and 178-2001

Kelle Westcott said the next three items relate to the update of the Purchasing Policy and the various provisions contained within. We want to make these signing authorities mirror today's reality. Since the original commission orders were installed, the statutes for signatory approval has gone from \$2,500 to \$6,000 and we want to reflect that change.

At the time when the commission orders were instituted, we had one Director of Public Works who oversaw the Design & Construction Department, Maintenance Operations Department, and Facilities Maintenance Department with one liaison Commissioner. Now, we have three separate Directors, each with their own liaison Commissioner.

This item authorizes the liaison Commissioner for these departments to sign change orders for road & bridge construction, road & bridge design, and facility improvement projects up to 5% of the project cost per change order not to exceed the cumulative contingency as well as update to the \$6,000 maximum.

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; Update authority validations for entering into professional service agreements for road way and facility improvements per Purchasing Policy revisions and rescind Commission Order 179-2001

Kelle Westcott said this item authorizes the three directors to enter into professional service agreements for road way and facility improvements in an amount up to \$6,000; and authorize additional services up to 10% or \$5,999.99, whichever is less per 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.

12. First reading; Update authority validations to enter into agreements for the acquisition of easements per Purchasing Policy revisions and rescind Commission Order 497-2008

Kelle Westcott said this item grants the Resource Management Liaison Commissioner the authority to enter into agreements for the acquisition of easements in the amount up to \$6,000 per contract to be paid from Road and Bridge funds.

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.

13. Second reading: Consultant Services Agreement with Howe Company regarding a replacement bridge on Dripping Springs Road (1st read 1-16-18)

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the attached Consultant Services Agreement with Howe Company, LLC.

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

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #32-2018**

13th Judicial Court

**14. 1st & 2nd reading; Approve grant proposal for Domestic Relations Resolution
Funding grant**

Angie Jaco said this is for our supervised visitation program we have had since 2009. In the past, we applied for \$15,000 and usually got around \$10,000. At this point, I am over budget by about \$1,000 so, I have asked for \$18,000 and hopefully, we get more than the \$10,000. Callaway County is using this more than in the past and the program is now well known, and we are getting more participants. We do collect a co-pay based on the income of the parent who participates. Co-pays vary from \$8 per unit to \$58, which we never have collected.

There were no comments or questions.

Commissioner Parry moved on this day the County Commission of the County of Boone does hereby approve the attached grant application proposal for the Domestic Relations Program for Parents and Children as submitted by the 13th Judicial Circuit, Family Court.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #33-2018**

City of Columbia/Environmental Public Health

**15. Second Reading: Compliance Plan for James A. Heuer and Tammy D. Heuer,
Proprietors of Heuer's Country Store and Café (1st read 1-16-18)**

Commissioner Thompson noted that since Brian Havlicek is now representing the Heuers', hopefully he will keep this process on track.

Commissioner Thompson moved on this day the County Commission of the County of Boone hereby approves the attached Compliance Plan, under the terms and conditions of which James A. Heuer and Tammy D. Heuer, proprietors of Heuer's Country Store and Café, may remedy their non-compliance with Boone County Regulations.

It is further ordered that the Boone County Commissioners are hereby authorized to sign said Compliance Plan.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #34-2018**

Sheriff's Department

16. Second reading; Sub-award adjustment to the 2017/2018 State Cyber Crimes Grant (1st read 1-16-18)

Commissioner Parry moved on this day the County Commission of the County of Boone does hereby approve the sub-award adjustment to the 2018 State Cyber Crimes Grant. Amount of grant will be adjusted from \$201,122.72 to \$213,047.72. Grant adjustment funds to be used for the replacement of the Cellebrite cell phone analytical software and additional forensic examiner training.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #35-2018**

Treasurer

17. Second reading; Cooperative Agreement between Boone County and Boone County Fire Protection District – Deposit Pool (1st read 1-16-18)

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the attached Deposit Pool Cooperative Agreement between Boone County and the Boone County Fire Protection District.

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

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #36-2018**

County Counselor

18. Second reading; Contract Amendment #3 to Parking Lot Lease with First Christian Church of Columbia, MO (1st read 1-16-18)

Commissioner Parry moved on this day the County Commission of the County of Boone does hereby approve the attached Amendment #3 to the Parking Lot Lease between First Christian Church of Columbia, MO and Boone County.

Terms of the amendment are stipulated in the attached Parking Lot Lease Amendment #3. It is further ordered the Presiding Commissioner is hereby authorized to sign said Parking Lot Lease Amendment.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #37-2018**

Commission

19. 1st & 2nd reading; Cooperative Agreement between Boone County and Curators of the University of Missouri regarding the 2018 Show-Me Games

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the attached Cooperative Agreement between Boone County and The Curators of the University of Missouri, supporting the Show-Me Games 2018.

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

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #38-2018**

20. 1st & 2nd reading; Organizational Use of the Government Center Chambers by Osage Group – Sierra Club for February 7, April 4 and June 6, 2018

Commissioner Parry moved on this day the County Commission of the County of Boone does hereby approve the Organizational Use of the Government Center Chambers by Osage Group – Sierra Club for February 7, April 4, and June 6, 2018 from 6:25 p.m. to 9:10 p.m.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #39-2018**

21. 1st & 2nd reading; Approve Closed Session authorized per RSMo Sec 610.021 (1) at 2:00PM on January 23, 2018

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby authorize a closed meeting on Tuesday, January 23, 2018, at 2:00 p.m. The meeting will be held in the Conference 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.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #40-2018**

22. 1st & 2nd reading; Approve Quarter IV Commission Meeting Minutes

Commissioner Parry moved on this day the County Commission of the County of Boone does hereby approve the Boone County Commission Minutes during the IV Quarter, 2017, beginning on 10/2/2017 through 12/28/2017.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #41-2018**

23. 1st & 2nd reading; Organizational use of the Government Center Chambers by Mid-Missouri Peaceworks for February 4, 2018

Commissioner Thompson 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 February 4, 2018 from 6:00 p.m. to 9:00 p.m.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #42-2018**

24. Public Comment

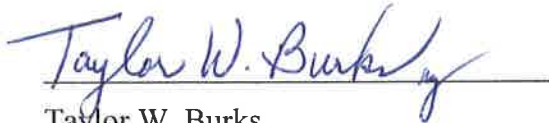
None

25. Commissioner Reports

Commissioner Thompson said the march that occurred on Saturday went off very well. Mid-Missouri Peaceworks did a great job making sure all were safe during the march. They had between 1,500 and 2,000 that marched. All went off without a hitch and I would like to thank the Columbia Police Department and the Boone County Sheriff's Department for the work they did.

The meeting adjourned at 9:54 a.m.

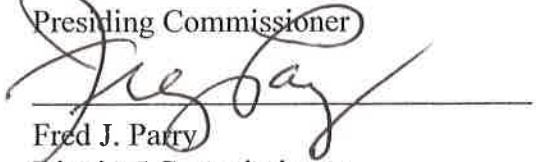
Attest:



Taylor W. Burks
Clerk of the County Commission



Daniel K. Atwill
Presiding Commissioner



Fred J. Parry
District I Commissioner



Janet M. Thompson
District II Commissioner

