

TERM OF COMMISSION: January Session of the January Adjourned Term

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

PRESENT WERE: District I Commissioner Fred Parry
District II Commissioner Janet Thompson
County Counselor CJ Dykhouse
Deputy Director Emergency Mgmt Operations Tom Hurley
Director Purchasing Melinda Bobbitt
Senior Planner Bill Florea
Deputy County Clerk Michelle Thompson

The meeting was called to order at 1:32 p.m.

Resource Management

1. **Sapp Business Park. S7-T48N-R11W. Sapp Construction Inc., owner. Christopher M. Sander, surveyor.**

Bill Florea read the following staff report:

The property is located at 121 N. Rangeline Road. It is zoned M-L. Multiple buildings are planned for this site, which requires platting as a multiple use plat.

Access to the buildings will be provided by a private drive that will have direct access to N. Rangeline Road.

The property scored 78 points on the rating system.

On May 17, 2018, Commissioner Prevo made a motion that was seconded by

Commissioner Harris to approve the plat with the following conditions:

- All sanitary sewer infrastructure shall be installed or bonded to the satisfaction of the Boone County Regional Sewer District and the Director prior to recording the plat
- All stormwater infrastructure shall be installed to the satisfaction of the Director prior to recording the plat
- All water mains shall be installed to the satisfaction of Public Water Supply District 9, Boone County Fire Protection District, and the Director prior to recording the plat

The motion passed unanimously.

All of the conditions have been satisfied.

- The new water main has been accepted by Public Water District Number 9
- The Boone County Fire Protection District has approved the fire hydrant placement
- Boone County Regional Sewer District has accepted the sewer improvements
- The required stormwater improvements have been completed and will be privately maintained

There were no comments or questions from the Commission.

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby receive and accept the following plat and authorizes the Acting Presiding Commissioner to sign it:

- Sapp Business Park. S7-T48N-R11W. Sapp Construction Inc., owner. Christopher M. Sander, surveyor.

Commissioner Parry seconded the motion.

The motion carried 2 to 0. **Order #42-2019**

Emergency Management

2. First Reading; Revised Transfer of Assets from City of Columbia

Tom Hurley explained this was a re-write of a previous document that more accurately reflects the transfer of property from the City of Columbia to Boone County with the incorporation of Emergency Management. The property is reflected in the re-write of Exhibit C, which shows the property in possession of Boone County Emergency Management. This was a group effort that included the County Counselor's Office and the Auditor's Office, and Emergency Management appreciates all of their efforts.

Commissioner Parry wanted clarification that this is a transfer of assets from the City to the County Office of Emergency Management.

CJ Dykhouse said yes. Originally there were some errors in the Exhibit, which caused some error entries in the property management system which is administered by the Auditor's Office. Mr. Hurley diligently pursued a solution to this that would more accurately reflect reality. This was a complicated thing to work through, but it is at a point now where the property records system will show what is correct.

There were no more comments or questions from the Commission.

Commissioner Parry 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.

Purchasing

3. Boone County Purchasing's 25 Year Anniversary with NIGP: The Institute for Public Procurement

Commissioner Thompson said in many jurisdictions, there is not a commitment to excellence that is here in Boone County. Under Melinda Bobbitt's leadership, this Purchasing Department is clearly at the top of its game. The department adheres to best practices which go along with transparency and accountability. Those two things are the cornerstone of what public purchasing is. This department really upholds those two pillars of public purchasing. The County's Purchasing Department has received a certificate acknowledging their 25-year anniversary with NIGP: The Institute for Public Procurement. 25 years says something, and that is a commitment to excellence and the people of Boone County.

Commissioner Thompson read the following prepared statement:

NIGP is a national organization that develops, supports, and promotes the public procurement profession. It has offered premier educational and research programs, professional support, technical services, and advocacy initiatives that benefit members and constituents since 1944.

Recognizing the importance and intricacies of public procurement, Boone County became a member of NIGP a year before establishing the County's Purchasing Department in 1995. Membership provides County staff the ability to attend conferences, workshops, free webinars, and other educational opportunities.

Information gained in that training often becomes part of the best practices the Purchasing Department utilizes in ensuring transparency and accountability to the people of Boone County.

Melinda Bobbitt, Director of the Purchasing Department, and Liz Palazzolo, Senior Buyer, hold professional certifications as Certified Public Procurement Officers (CPPO) through NIGP. Robert Wilson, Buyer, is currently working toward obtaining his certification as a Certified Professional Public Buyer (CPPB).

Commissioner Thompson congratulated the Purchasing Department and thanked them for their dedication to excellence.

Commissioner Parry moved now on this day, the County Commission of the County of Boone does hereby recognize the Boone County Purchasing Department for 25 years of membership in NIGP: The Institute for Public Procurement and its dedication to the profession of public procurement.

Commissioner Thompson seconded the motion.

The motion carried 2 to 0. **Order #43-2019**

4. Acknowledgement of Receipt of Proposals for RFP 01-08JAN19 – Long Term Lease of Real Property

Melinda Bobbitt said proposals were received from United Parcel Service, Veterans United, and JC Events, LLC. An evaluation committee will go through them thoroughly and then from there, it will be decided on what will be needed from the companies as far as

interviews, presentations, reference checking, etc. When the committee is done, a recommendation will be made to the Commissioners.

Commissioner Parry asked if they were able to say who was on the committee at this point.

Bobbitt said no because they do not want them being contacted by anyone.

Commissioner Parry asked if there was an estimated timeline for the process.

Bobbitt said evaluations typically take a couple of months and then maybe another month to finalize a contract. In about three months there will be a recommendation. At that time, proposals become part of public record.

There were no more comments or questions from the Commission.

5. First & Second Reading; Contract Amendment One: 27-14JUN18 – MU Institute of Public Policy – Consulting Services

Melinda Bobbitt read the following memo:

Contract 27-14JUN18 – Consulting Services was approved by Commission for award to The Curators of the University of Missouri on behalf of the Institute of Public Policy on September 11, 2018, Commission Order 413-2018. This amendment adds an additional six (6) key informant interviews for a total of \$6,000.

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

There were no comments or questions from the Commission.

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the attached Contract Amendment Number One to 27-14JUN18 – MU Institute of Public Policy – Consulting Services.

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

Commissioner Parry seconded the motion.

The motion carried 2 to 0. **Order #44-2019**

6. First Reading; Bid Award: 51-17DEC18 – Assembly and Erection for Radio Tower in Hallsville

Melinda Bobbitt read the following memo:

Request for Bid 51-17DEC18 – Assembly and Erection for Radio Tower in Hallsville, Missouri closed on December 17, 2018. Two bids were received. Dave Dunford, our Radio Consultant, recommends award to R & S Tower Services, Inc. of Union, MO for offering the lowest and best bid.

Total contract amount is \$32,000 and will be paid from department 2706– Radio Network Improvements, account 91300 – Machinery & Equipment. \$504,194 is budgeted for the entire project. The engineer’s estimate for this project was \$34,000.

Attached is a Bid Tabulation for review.
There were no comments or questions from the Commission.

Commissioner Parry 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

7. Public Comment

None

8. Commission Reports

Commissioner Thompson said she spent the morning at the United Way building at the Homeless Connect event that is going on until mid-afternoon today. It connects people in the homeless community with resources throughout the community. It is a great showing of how all the agencies work together to connect people with the resources that they need. The two things you get out of it are the lack of silos with respect to the homeless community and the great need. Despite the work there, the need outstrips the resources that were in place today.

The meeting adjourned at 1:46 p.m.

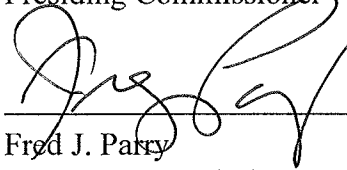
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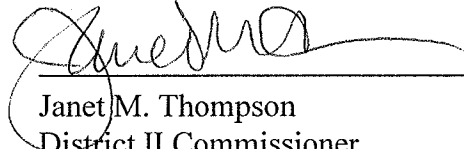
Brianna L. Lennon
Clerk of the County Commission



Daniel K. Atwill
Presiding Commissioner



Fred J. Parry
District I Commissioner



Janet M. Thompson
District II Commissioner

