

- TERM OF COMMISSION: October Session of the October Adjourned Term
- PLACE OF MEETING: Roger B. Wilson Boone County Government Center  
Room 301
- PRESENT WERE: Presiding Commissioner Dan Atwill  
District I Commissioner Fred Parry  
District II Commissioner Janet Thompson  
Director Community Services Joanne Nelson  
Director Purchasing Melinda Bobbitt  
Director Resource Management Bill Florea  
Environmental Public Health Specialist Garth Baker  
Senior Buyer Liz Palazzolo  
Deputy County Clerk TeQuila Freeman

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

**Conference Call Information:  
Number: 425-585-6224 Access Code: 802-162-168**

**Community Services**

- 1. First Reading; Contract Amendment One: Cradle to Career Alliance, Brilliant Beginnings**

Joanne Nelson explained that Brilliant Beginnings is a trademarked name, so the name of this project with Cradle to Career Alliance will be changed to Brighter Beginnings. The contract amount will also be changed and will go from \$32,560 to \$27,720.

There were no comments or questions from the Commission.

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**

2. **First & Second Reading; Abatement of Property located at 5460 N Golden Drive, parcel #11-619-24-01-207.00 01**

Garth Baker said a complaint on this property was received in the middle of July. He has gotten an estimate of \$350 to clean it up.

There were no comments or questions from the Commission.

Commissioner Parry moved now on this day, the County Commission of the County of Boone does hereby authorize the Presiding Commissioner to sign the attached Finding of Public Nuisance and Order for Abatement of a public nuisance located at 5460 N Golden Drive, parcel #11-619-24-01-207.00 01.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #450-2020**

3. **First & Second Reading; Abatement of Property located at 5711 N Highway 763, parcel #11-600-24-00-012.00 01**

Garth Baker said this property has several vehicles in the yard and a complaint was received in July. The bid to remove the vehicle is \$750.

Julia Jolley, the owner, was present by telephone to speak.

Jolley said she just received the letter from the Health Department the night before. The property used to be an old vehicle repair shop. She can get the vehicles removed.

Commissioner Atwill explained the Commission will still approve the order for abatement and Jolley can work with the Health Department to get the property cleaned up.

There were no more comments or questions from the Commission.

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby authorize the Presiding Commissioner to sign the attached Finding of Public Nuisance and Order for Abatement of a public nuisance located at 5711 N Highway 763, parcel #11-600-24-00-012.00 01.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #451-2020**

**4. First & Second Reading; Abatement of Property located at 4790 E. McGee Road, parcel #12-201-04-00-045.00 01**

Garth Baker said Julia Jolley is the property owner for this property as well. He will work with her to get it cleaned up but would still like the order.

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 authorize the Presiding Commissioner to sign the attached Finding of Public Nuisance and Order for Abatement of a public nuisance located at 4790 E McGee Road, parcel #12-201-04-00-045.00 01.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #452-2020**

**5. First & Second Reading; Abatement of Property located at 180 Stardust Lane, parcel #17-319-12-01-234.00 01**

Garth Baker explained not enough notice was given to the owner, so this item needs to be removed.

Commissioner Parry said according to the packet, Melissa Head signed for the notice on June 15<sup>th</sup>.

Jesse Head, the property owner, was present to speak.

Head explained they did not sign for this notice and that the signature on file for this notice is not his wife's.

Baker said he would work with the property owner to get it cleaned up.

Commissioner Atwill requested the Deputy County Clerk to remove this order in light of the evidence presented.

**6. First & Second Reading; Abatement of Property located at 6481 S West Way, parcel #20-216-10-01-061.00 01**

Garth Baker explained this property has been cleaned up quite a bit and only a few minor violations remain now.

There were no comments or questions from the Commission.

Commissioner Parry moved now on this day, the County Commission of the County of Boone does hereby authorize the Presiding Commissioner to sign the attached Finding of Public Nuisance and Order for Abatement of a public nuisance located at 6481 S West Way, parcel #20-216-10-01-061.00 01.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #453-2020**

**7. First & Second Reading; Abatement of Property located at 4250 Wyatt Lane #8, parcel #12-802-27-03-016.00 01**

Garth Baker said this property is quite a mess. There is trash and junk everywhere and the weeds are very tall. They have received a bid for \$1,200 for a dumpster for the trash and junk and a bid of \$300 to trim the weeds. The mail for the notice came back as undeliverable, but the notice was posted in the newspaper. Baker recorded no contact from the owner.

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 authorize the Presiding Commissioner to sign the attached Finding of Public Nuisance and Order for Abatement of a public nuisance located at 4250 Wyatt Lane #8, parcel #12-802-27-03-016.00 01.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #454-2020**

**Purchasing**

**8. First & Second Reading; Bid Award: 37-01OCT20 – Mold Remediation in the Boone County Assessor’s Office**

Melinda Bobbitt read the following memo:

Request for Bid 37-01OCT20 - Mold Remediation in the Boone County Assessor’s Office closed on October 1, 2020. Four bid responses were received.

Recommendation for award is the second low bidder, Interstate Restoration, LLC, d/b/a Catastrophe Cleaning & Restoration CO. (CATCO). The low bidder, Stan Morris Construction LLC received an undesirable reference from Jefferson City, Missouri.

Total cost of contract award is \$16,248.00 and will be paid from department 6100 - Facilities Maintenance, account 60100 - Building Repairs/Maintenance.

There were no comments or questions from the Commission.

Commissioner Parry moved now on this day, the County Commission of the County of Boone does hereby award bid 37-01OCT20 – Mold Remediation in the Boone County Assessor’s Office to Interstate Restoration, LLC, d/b/a Catastrophe Cleaning & Restoration CO. (CATCO).

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

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #455-2020**

**9. First Reading; Contract Amendment Two: 20-07NOV19 – Technical Assistance for the 9-Element Plan for the Greater Bonne Femme Watershed Project**

Liz Palazzolo read the following memo:

Amendment #2 to contract 20-07NOV19 for Technical Assistance for the 9-Element Plan for the Greater Bonne Femme Watershed Project that was awarded January 16, 2020 (Commission Order 35-2020) is being amended to revise Phase 1 and Phase 2 tasks.

All other terms, conditions and prices of the original agreement remain unchanged.

Payment for the study will be made using 319 Stormwater grant funds using the following Department/Account:

- Department 2142, DNR 319 Greater Bonne Femme/Account 71101 – Professional Services – Total: \$73,030.00 (No Change)

There were no comments or questions from the Commission.

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; Contract Amendment Three: 05-25JAN17 – Janitorial Products – Term & Supply**

Liz Palazzolo read the following memo:

Amendment #3 to contract 05-25JAN17 for Janitorial Products that was awarded April 11, 2017 (Commission Order 188-2017) is being amended to allow for a price increase for vinyl disposable gloves necessary for conducting facilities maintenance operations, line item 4.8.32 on the contract. Due to the impact of the on-going COVID-19 pandemic, the market for this product has proven extremely volatile with product shortages, product unavailability, and extreme price hikes. The contractor has provided evidence from its supplier that supports the contractor's legitimate need for an increase in contract pricing for the vinyl disposable gloves purchased by the County.

All other terms, conditions and prices of the original agreement as modified by previous contract amendments remain unchanged.

This is a Term and Supply contract. Payments will be made from the following Funds/Accounts:

6010 Housekeeping/23031 Custodial Supplies

6010 Housekeeping/23850 Minor Equipment and Tools Under \$1,000.00

2705 Facilities Maintenance/Housekeeping/Grounds – ECC/23031 Custodial Supplies

2040 RB – Maintenance Operations /23031 Custodial Supplies

2040 RB – Maintenance Operations /23050 Minor Equipment and Tools Under \$1,000.00

There were no comments or questions from the Commission.

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. Second Reading; Contract 154-123120SS – Single Feasible Source: SMS Magnet Axiom Software for the Sheriff's Department with Magnet Forensics USA, Inc. (1<sup>st</sup> read 10-6-20)**

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve Sole Source Contract 154-123120SS – Single Feasible Source for SMS Magnet Axiom Software for the Sheriff's Department with Magnet Forensics USA, Inc.



Terms of the agreement are stipulated in the attached Purchase Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Purchase Agreement and Sole Source Request Form.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #456-2020**

**12. Second Reading; Cooperative Contract: Sourcewell Contract 080818-HPI-Snow and Ice Handling Equipment, Supplies, and Accessories (1<sup>st</sup> read 10-6-20)**

Commissioner Parry moved now on this day, the County Commission of the County of Boone does hereby approve the utilization of the Sourcewell Contract 080818-HPI – Snow and Ice Handling Equipment, Supplies, and Accessories by the Road & Bridge Department to purchase snow and ice control equipment, products, and maintenance services from Henderson Products, Inc.

Terms of the cooperative contract are stipulated in the attached Purchase Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Purchase Agreement.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #457-2020**

**Resource Management**

**13. First & Second Reading; Stormwater Security Agreement & Irrevocable Letter of Credit: Bellaridge Plat 4**

Bill Florea explained this was for a security agreement for stormwater in the amount of \$48,413.57 for the work on the Bellaridge Plat 4.

There were no comments or questions from the Commission.

Commissioner Parry moved now on this day, the County Commission of the County of Boone does hereby approve the attached Erosion and Sediment Control Security Agreement and Irrevocable Letter of Credit between Boone County and P & M Properties, LLC.

Terms of the agreement are stipulated in the attached Security Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Agreement.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #458-2020**

**14. First Reading; Proposal for Consultant Services: Engineering Surveys & Services, Concrete and aggregate testing, Oak Hills Estates Subdivision**

Bill Florea explained this is a request for consultant services for concrete and aggregate testing in the Oak Hills Estates subdivision in an amount not to exceed \$10,300.

There were no comments or questions from the Commission.

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; Road & Bridge Improvement/Repair Cooperative Agreement: Village of Pierpont**

Bill Florea explained this is the standard annual agreement to provide funding to the application entity pool, this one for Pierpont, in the amount of \$20,000 to chip seal a portion

of Common Hill Road. Pierpont's contribution to the project is \$13,399 for a total project cost of \$33,399.

There were no comments or questions from the Commission.

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.

### **Emergency Management Operations**

#### **16. Second Reading; Contract Approval: CARES Funding, Utility Assistance (1<sup>st</sup> read 10-6-20)**

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the attached Agreement for CARES Funding for utility assistance between Boone County and Central Missouri Community Action.

Terms of the agreement are stipulated in the attached Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Agreement.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #459-2020**

### **Commission**

#### **17. First & Second Reading; Authorized Closed Session authorized per RSMo Sec 610.021 (1) at 2:30 pm on October 13, 2020**

Commissioner Parry moved now on this day, the County Commission of the County of Boone does hereby authorize a closed meeting on Tuesday, October 13, 2020 at 2:30 pm. The meeting will be held in Conference Room 301 of the Roger B. Wilson Boone County

Government Center at 801 E. Walnut, Columbia, Missouri, and/or via conference call as indicated in the County Commission’s published meetings calendar, 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 Thompson seconded the motion.

The motion carried 3 to 0. **Order #460-2020**

**18. First & Second Reading; Board Appointment: Dr. Randal Trecha, P & Z Commission**

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby appoint the following:

<b>Name</b>	<b>Board</b>	<b>Period</b>
Dr. Randal Trecha	P & Z Commission	October 1, 2020 thru September 30, 2024

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #461-2020**

**19. Public Comment**

None

20. Commissioner Reports

Commissioner Thompson wanted to make note that during the meeting, she received an email from a community member who thanked the Commission for the utility assistance that was approved.

The meeting adjourned at 2:03 p.m.

Attest:



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



# Boone County Commission

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FOR IMMEDIATE RELEASE

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## BOONE COUNTY CARES ACT FUNDING PORTAL NOW OPEN FOR APPLICATIONS

September 8, 2020 – The Boone County CARES Act Funding Opportunity website is now available at <http://cares.boonemo.org>. The site offers information about the CARES Act, links to resources, instructions on how to apply for CARES Act funding, a contact form to request more information, and access to apply for CARES Act funding. The County of Boone has implemented a portal-based application system to streamline applications. The portal is now live and the Boone County Commission is accepting applications for CARES Act funding distributions starting today, Tuesday, September 8, 2020. The online portal will allow the Commission to review all applications for funding and allocate the money so as to meet the greatest needs in a manner that is both transparent and accountable.

Earlier this year, Congress created funding packages designed to help local government, healthcare providers, schools, businesses, and communities through the challenges caused by COVID-19. Guidance in distributing these funds according to the CARES Act was limited and accompanied by warnings of future audits, which could result in jurisdictions owing money to the federal government should it be determined that CARES Act Funds were improperly appropriated. To meet the county's greatest needs in a transparent and accountable way, the Commission began to design a process to distribute the funding allocated for Boone County.

The online portal allows entities to submit applications for CARES Act funding. The fillable form requires information from applicants, including the applicant's purpose and history; financial background, including ability to track funding; proposed use of CARES Act funding; methodology for demonstrating how the proposed use will impact the target population; whether there will be an ongoing need for the proposed activity "post-COVID-19," and, specifically, for purposes of the CARES Act, how the project is related to or driven by COVID-19. Additional information is available on the Frequently Asked Questions page, [https://www.showmeboone.com/commission/common/pdf/Boone County CARES FAQ.pdf](https://www.showmeboone.com/commission/common/pdf/Boone_County_CARES_FAQ.pdf).

The Boone County Commission has been actively reviewing all time-sensitive requests for CARES Act funding and, now, with the portal open, will review all other requests submitted for consideration. The Commission recognizes that every part of Boone County has been impacted by COVID-19 and understands the magnitude of the obligation to ensure that CARES Act funding be distributed equitably and appropriately throughout the county. The final date applications will be accepted is November 16, 2020, or when the funds are exhausted, whichever is earlier.

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## **Boone County CARES Act Funding Opportunity FAQ's**

### **1. What is the Boone County Commission's goal with the CARES Act funding they received?**

The Commissioners are striving to provide much needed funding for the most people in Boone County in a transparent and accountable manner that adheres to the requirements imposed by the federal government and the State of Missouri. All funding reimbursements are intended to address the impacts of the COVID-19 global pandemic in Boone County.

### **2. What are some of the basic rules provided for this funding opportunity?**

Recipients of these funds must be able to show that:

- the costs were necessary and incurred due to the COVID-19 public health emergency.
- the expended funds were not accounted for in the budget most recently approved as of March 27, 2020.
- the expenses were incurred by the applicant between March 1 and December 30, 2020.

### **3. What are some of the permissible uses of these CARES Act funds in response to the COVID-19 public health emergency?**

- Medical expenses
- Public health expenses
- Payroll for public safety, public health care, human services and similar employees whose services are substantially dedicated to responding to the COVID-19 public health emergency.
- Expenses of actions to facilitate compliance with COVID-19 related public health measures.
- Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency.

### **4. What are some of the NON-permissible uses of these CARES Act funds?**

- Expenses for the State share of Medicaid.
- Damages covered by insurance.
- Employee wages or expenses for employees not dedicated to mitigating or responding to COVID-19 public health emergency.

- Expenses that have been, or will be, reimbursed under any federal program such as unemployment compensation.
- Reimbursement to donors for donated items or services.
- Workforce bonuses other than hazard pay or overtime.
- Severance Pay.
- Legal settlements.

**5. Will an application request from a small business be considered if that business has accessed resources such as the EIDL or PPP programs?**

Funds cannot be used for expenses that have been or will be reimbursed under any federal program such as unemployment compensation.

**6. I am not affiliated with a government, health care, non-profit, or for profit business, am I an eligible applicant?**

Yes, but applications from public organizations will be given a higher priority for these limited funds.

**7. Will there be any type of priorities given to CARES applicants?**

Yes. More applications for funding are expected than can be fulfilled. Because of that, and based upon local interest, the following prioritization of requests will be utilized:

1. Health related needs.
2. Government related needs.
3. Not-for-profit service organizations.
4. For profit entities.

**8. Can organizations submit more than one grant request?**

An organization can submit more than one request. It is ENCOURAGED that organizations file separate applications for reimbursement of already-incurred expenses from applications for prospective, planned expenses as the documentation and vetting of the retrospective and prospective applications will be materially different.

**9. What is the actual timeline for submitting applications for funding?**

The final date applications will be accepted is November 16, 2020 or when the funds are exhausted, whichever is earlier.



**10. What steps are there to the approval process?**

It is anticipated that applications for funding will be vetted and presented to the County Commission for their consideration. If the County Commission approves an application it will enter a Commission Order reflecting that approval. The applicant will then be sent a funding contract to execute and return to the County Commission for approval. After the funding contract has been approved the applicant will submit the reimbursement requests, with adequate documentation, through Boone County's Office of Emergency Management.

**11. Will I be required to sign a certification and enter into an agreement with Boone County before I will receive reimbursement for my approved expenses?**

Yes.

**12. How will applicants be notified if they are awarded funds from this program?**

Applicants will be notified of their award or denial via e-mail from the portal where the application was submitted.

**13. When will funds from this program be awarded?**

Each application will be reviewed for completeness and circulated through our reviewing authorities including the County Auditor, County Treasurer, and County Counselor and will be acted upon by the County Commission as soon as possible. The application may be accepted, rejected, or approved in whole or in part.

**14. What is the overarching purpose behind this funding opportunity?**

The CARES Act funding opportunity in Boone County is designed to provide those impacted by the COVID-19 public health emergency with financial relief through an application-based reimbursement program.

**15. What if I am approved for a program, but I am unable to complete it prior to December 30, 2020?**

If for any reason you are not able to incur expenses for your awarded program prior to the federal deadline of December 30, 2020 you will not be reimbursed. Boone County will then be required to return that portion of funds to the Treasury.

**16. Can an organization apply for funding in advance?**

As is typical of most federal grants, this program is being administered as a reimbursement program. You can apply to have a future program approved, and then if awarded you can submit claims for reimbursement once you have incurred costs. Please see other guidance on this site for eligible cost time frames.

**17. What type of proof or documentation is required to verify accuracy and authenticity of requests?**

Detailed receipts (invoices, payroll records) and any other specific requests stated in the award.

**18. What if my organization is approved for a project, but we don't have enough money in our budget to pay for the program up front?**

All funds received must be expended by the applicant on or before December 30. An application may be approved in advance of expenditures, but reimbursement will not be tendered until proof of expenditures is delivered to the Office of Emergency Management.

**19. Does the funding I receive through this program have to be paid back to the County or the federal government?**

No. The Treasury language is "relief funding" and these funds do not have to be paid back. There will have to be proof that the awarded funds were spent consistent with the grant application request and certification. Only in the event of a later determination that the expenditures did not adhere to the applicable federal and state restrictions would the applicant have to return funds awarded under this program.

**20. Are funds awarded through this program subject to an audit?**

The County of Boone and/or its designees or outside auditors reserves the right to audit any recipient of funds under this program in order to demonstrate compliance with federal requirements imposed on this funding source.

**21. Where can I get additional information on the requirements of this funding?**

This program will be administered so as to comply with the most-recent federal guidance. The most-recent guidance from the U.S. Treasury can be found here: <https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Frequently-Asked-Questions.pdf>

Thank you for your interest in the Boone County CARES Act Funding Opportunity. Any additional questions may be emailed using our contact form located at [CARES.Boonemo.org](https://CARES.Boonemo.org)