

TERM OF COMMISSION: April Session of the April Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center
Conference Room 301 / Conference Call

PRESENT WERE:

District I Commissioner Justin Aldred

District II Commissioner Janet Thompson

Captain Brian Leer Boone County Sheriff's Office

Major Gary German Boone County Sheriff's Office

Director of Purchasing Melinda Bobbitt

Director of Human Resources Jenna Redel

Director of Information Technology Aron Gish

Boone County Collector Brian McCollum

Senior Buyer Liz Palazzolo

Deputy County Clerk Jodi Vanskike

Conference Call Information:

Number: 425-585-6224 Access Code: 802-162-168

The meeting was called to order at 1:30pm.

Purchasing

1. First Reading: Callaway County K-9 Training Services Agreement #1

Captain Brian Leer stated this Agreement is a continuation for a K-9 that Callaway County has that the Boone County Sheriff's Office has trained. Captain Leer stated both Agreements are up for annual Maintenance Training.

Commissioner Thompson 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: Callaway County K-9 Training Services Agreement #2

Captain Brian Leer stated this Agreement is a continuation for a K-9 that Callaway County has that the Boone County Sheriff's Office has trained. Captain Leer stated both Agreements are up for annual Maintenance Training.

Commissioner Thompson 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: Glasgow K-9 Training

Captain Brian Leer stated the Glasgow Police Department approached them wanting to start a K-9 Training Department. They have a handler selected and they reached out to the Boone County Sheriff's Office for them to train both the handler and a new K-9. They would also like the Boone County Sheriff's Office to help with information on where to acquire the dog and how to obtain a good dog for them. Captain Leer stated Glasgow PD has arranged and found funding and the plan is to head out soon and pick out a new dog for them, if approved, and to get him trained.

Commissioner Thompson 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

4. First and Second Reading: Request to Hire Above the Flexible Hiring Maximum- Position 915, Project Manager, IT

Director of Human Resources Jenna Redel stated the candidate for this position has more than 20 years' experience in project management; she has a master's degree in business; and she is getting close to her certificate as a project management professional. Director Redel stated this position is a high turnover position for the County and this will be the fifth person hired into it since the position was created in 2016. Director Redel stated this position has a lot of responsibility in it at this time; it's a lead in the ERP project and turnover in this position causes disruption in these big projects. Director Redel stated the IT Department is requesting to hire this individual at the mid-point range, which is in line with the level of experience that she has.

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the request to hire above the flexible hiring maximum for position number 915, Project Manager, and does hereby authorize an appropriation of \$63,107.20 for the salary of said position.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #181-2021**

5. Second Reading: Request to Transfer above the Authorized Transfer Salary for Position Number 652, Office Specialist, Sheriff's Office (First Read 04.27.21)

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the request to hire above the authorized transfer salary for position number 652, Office Specialist, Boone County Sheriff's Office, and does hereby authorize an appropriation of \$16.25 per hour, or \$33,800.00 annually, for the compensation for said position.

Commissioner Aldred seconded the motion.
The motion carried 3 to 0. **Order #182-2021**

Collector

6. First Reading: Agreement between Village of Hartsburg and Boone County

Boone County Collector Brian McCollum stated Boone County had to do a new tax collection agreement with the Village of Hartsburg. Collector McCollum stated last year the Village of Hartsburg did not get it's Tax Rate Hearing completed before the statutory deadline; therefore the Clerk could not certify the tax rate for the Village of Hartsburg for the tax year 2020 and his office could not bill or collect any property taxes, personal or real estate, for the Village of Hartsburg for the 2020 tax bill year. Collector McCollum stated in this new agreement, section 13 lists where the County will continue to bill, collect, and distribute for 2019 and earlier property tax years and we will again be collecting and billing for tax year 2021 and later, but it specifically excludes any taxes that may have been assessed or due for the 2020 tax year. Collector McCollum stated the Village of Hartsburg took that upon themselves and did their own billing and collection for that year. Collector McCollum stated this agreement will allow the County to provide those assessment, billing and collecting services for the Village of Hartsburg for 2021.

Commissioner Thompson 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

7. First Reading: Computer and Peripheral Surplus Disposal

Director of Purchasing Melinda Bobbitt read the following memo:

The Purchasing Department requests permission to dispose of the attached list of surplus PCs, peripheral equipment, unworking air conditioners, file cabinets, and other miscellaneous items through MRC Recycling Center. MRC Recycling will pick up our surplus for fifty dollars per load. Tubed monitors and TVs cost extra. There is also an extra charge for items with freon. 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 spares 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.

Commissioner Thompson 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.

8. First Reading: Contract for Signature for Boone County: 14-09APR21 - Radio Signal Boosting Equipment – Talley

The following memo pertains to Agenda Items #8-#10

Director of Purchasing Melinda Bobbitt read the following memo:

Request for Bid 14-09APR21 – Radio Signal Boosting Equipment closed on April 9, 2021.

Three bids were received. Dave Dunford, our Radio Consultant, recommends a multi-vendor award by low bid by line item (the deepest discount from list price) as follows:

Primus Electronics Corp

#11 - Signal Boosters: 39%

Talley Communications Corporation, d/b/a Talley Inc

#1 - Signal Amplifiers: 25%

#3 - RF Hardware: 18%

#6 - Molds, Tools, and Supplies: 25%

#8 - RF Amplifiers, Components: 35%

TESSCO Incorporated of Delaware, d/b/a TESSCO Incorporated

- #1 - Signal Amplifiers: 25%
- #2 - Signal Amplifiers, Components: 20%
- #4 - RF Amplifiers, Components: 30%
- #5 - Grounding Hardware: 35%
- #7 - Amplifiers, Components: 20%
- #9 - Signal Boosters: 20%
- #10 - Consoles Accys: 25%
- #12 - RF Components: 25%

These are Term and Supply contracts that will be paid from department 4103 – ECC Support Services Building, account 71231 –Owner Costs. \$400,000 is budgeted for 2021.

Commissioner Thompson 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.

9. First Reading: Contract for Signature for Boone County: 14-09APR21 - Radio Signal Boosting Equipment – Primus

Memo listed with Agenda Item #8

Commissioner Thompson 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 for Signature for Boone County: 14-09APR21 - Radio Signal Boosting Equipment – TESSCO

Memo listed with Agenda Item #8

Commissioner Thompson 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: RFB 17-19APR21 - SWAT Helmets for Sheriff's Office

Senior Buyer Liz Palazzolo read the following memo:

Request for Bid 17-19APR21 solicited bids for SWAT Helmets for the Sheriff's Office. Four bids and one "No Bid" were received.

The contract for SWAT Helmets will be awarded to ABM Supply, LLC of Lenexa, Kansas as the “lowest and best” bid. It is noted that a lower priced bid was received but it was determined to be non-responsive to contract renewal requirements, limiting the County to just one instead of three renewals as required in the RFB.

The initial contract period will run from May 01, 2021 through April 30, 2022 and includes three (3) one-year renewal options.

This is a Term and Supply contract. Payments will be paid from Account 2901- LEST Sheriff Operations/23850 – Untagged Equipment and Tools.

Commissioner Thompson 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: Surplus Disposal – IBMi

Director of Purchasing Melinda Bobbitt read the following: The County purchased a new IBMi from Huber & Associates, Inc. Aron Gish, Information Technology Director recommends we sell our surplus IBMi to Huber & Associates, Inc. for \$1,000.00. The surplus consists of asset tags 19807 – Power 8 and 19808 – Rack Mounted HMC.

We are not able to offer this equipment for sale on GovDeals due to the licensing associated with IBMi and the serial numbers tied to the software.

Commissioner Thompson 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. First Reading: Cooperative Contract: 121918-TKI - Trailers with Related Equipment, Accessories

Director of Purchasing Melinda Bobbitt read the following memo: Road & Bridge requests permission to utilize the Sourcewell cooperative contract 121918-TKI – Trailers with Related Equipment, Accessories, and Services to purchase one (1) TK70HDG Hydraulic Detachable 70,000 lb trailer from Trail King Industries, Inc.

Cost of the purchase is \$80,804.85 and will be paid from Department 2040 – RB Road Maintenance and Account 92300 – Machinery & Equipment.

Commissioner Thompson 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: Contract for Signature for Boone County: 05715 - Microwave Radio Equipment with Aviat

This item was passed until next scheduled Commission meeting.

Emergency Management

15. Second Reading: Applications for State Homeland Security Program Grant (First Read 04.27.21)

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the State Homeland Security Program Grant Applications submitted by the Emergency Management Department.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #183-2021**

Commission

16. First and Second Reading: Application for use of the Courthouse Plaza and Chambers: First Ward City Council Member

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the Organizational Use of the Boone County Courthouse Plaza and Commission Chambers by First Ward City Council Member on May 15, 2021 from 12:00pm until 4:00pm. This approval is contingent upon adherence to the current health order. The Commission's approval of the use of the interior of the Government Center, specifically the Commission Chambers, is conditioned upon that inside use being consistent with the then-applicable building use policies set forth by the Commission in light of the COVID-19 pandemic and local health orders.

Commissioner Aldred seconded the motion.
The motion carried 3 to 0. **Order #184-2021**


17. Public Comment

No public present. Commissioner Thompson opened and closed public comment.

18. Commissioner Reports

Commissioner Thompson stated that the Health Department has been doing vaccination events across the County and at yesterday's event in Centralia, 90 people were vaccinated. Commissioner Thompson stated the Health Department has been setting up vaccination events with many smaller Boone County municipalities so that everyone who wants to be vaccinated, can be vaccinated.

Attest:



Daniel K. Atwill

Presiding Commissioner



Brianna L. Lennon

Brianna L. Lennon

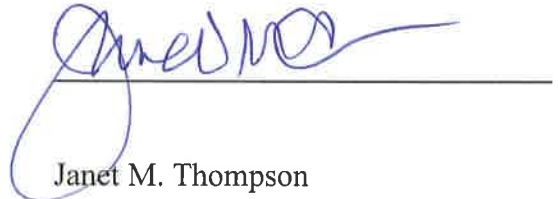
Clerk of the County Commission



Justin Aldred

Justin Aldred

District I Commissioner



Janet M. Thompson

Janet M. Thompson

District II Commissioner