

TERM OF COMMISSION: November Session of the November Adjourned Term

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

PRESENT WERE: District I Commissioner Justin Aldred  
District II Commissioner Janet Thompson  
Boone County Health Department Kristine Vellema  
Boone County Health Department Garth Baker  
Deputy Director of Emergency Management Chris Kelley  
Director of Resource Management Bill Florea  
Chief Engineer of Resource Management Jeff McCann  
Director of Purchasing Melinda Bobbitt  
Auditor June Pitchford  
Senior Accountant Caryn Ginter  
Deputy County Clerk Jodi Vanskike

Public: Louis Van Drie Jr.

**Conference Call Information:**

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

The meeting was called to order at 9:30am.

**Health Department**

1. **First and Second Reading: Public Nuisance – Parcel #12-401-18-07-015.00 01**

Environmental Public Health Specialist Kristine Vellema stated this has been an ongoing issue. Ms. Vellema stated they have sent proper notification and they have worked with the homeowner over the last year to try and resolve the issue. Ms. Vellema stated since the issue has not been resolved, they are requesting an order for abatement.

Homeowner Louis Van Drie was present and stated all the vehicles shown in the pictures are properly licensed and on his property. Mr. Van Drie stated the Capri in the photos doesn't belong to him and belongs to a friend of his. Mr. Van Drie stated when his friend came to this country, he didn't have a way to legally license the vehicle. Mr. Van Drie stated the title to the vehicle has been lost and he is currently waiting on a new title. Mr. Van Drie stated he has a cat harborage and what he has been trying to do is catch them and run them through the Spay and Neuter project and he's working on it. Ms. Vellema stated she would like to point out that the original complaint was received on Dec. 28, 2020 so it's been almost a year since the Health Department has been working with Mr. Van Drie. Ms. Vellema stated he has removed some of the items, but there is much more debris and trash that needs to be removed. Mr. Van Drie stated in the middle of all this he has been trying to move to Iowa and he had a fall last Valentines Day and tore his rotator cuff. Mr. Van Drie stated his surgeon told him he needs to plan on three months, and he doesn't feel like he can do that with this situation. Commissioner Thompson stated this has been going on now for a year and it's been frustrating for both him and the Health Department but if it can't be cleaned up, organized and moved to Iowa by Mr. Van Drie, the Health Department is going to have to come in and remove the debris and trash. Commissioner Thompson stated it is hoped by the Commission and the Health Department that Mr. Van Drie can resolve it rather than having someone come in and resolve it for him. Mr. Van Drie stated that everyone keeps calling it trash but what he does is help people. Mr. Van Drie stated he helps ladies that need stuff done and sometimes they don't have the money to pay him, so he knows "so and so has got such and such going on at their house". Mr. Van Drie stated some of it is messy, yes. Commissioner Thompson stated the Health Department by ordinance is authorized to help clean up and although he has been working with them, the time has come to get this resolved.

Commissioner Thompson moved now on this 16<sup>th</sup> day of November 2021, the County Commission of Boone County, Missouri met in regular session and entered the following findings of fact, conclusions of law and order for abatement of nuisance:

### **Findings of Fact and Conclusions of Law**

The County Commission finds as fact and concludes as a matter of law the following:

1. The Boone County Code of Health Regulations (the "Code") are officially noticed and are made a part of the record in this proceeding.
2. The City of Columbia/Boone County Health Department administrative record is made a part of the record in this proceeding and incorporated herein by reference. In addition, any live testimony of the official(s) of the department and other interested persons are made a part of the record in this proceeding.
3. A public nuisance exists described as follows: a public health hazard, a public nuisance and a rat harborage; junk, trash, rubbish, garbage, lumber and other refuse; and growth of weeds in excess of twelve inches high on the premises.

4. The location of the public nuisance is as follows: 2395 E. Alfalfa Drive, Haystack Acres Subdivision Addition, Lot 15, a/k/a parcel# 12-401-18-07-015.00 01, Section 18, Township 49, Range 12 as shown in deed book 1636 page 0085, Boone County.
5. The specific violation of the Code is: a public health hazard, a public nuisance and a rat harborage; junk, trash, rubbish, garbage, lumber and other refuse; and growth of weeds in excess of twelve inches high in violation of section 6.5, 6.6 and 6.7 of the Code.
6. The Health Director's designated Health Official made the above determination of the existence of the public nuisance at the above location. Notice of that determination and the requirement for abatement was given in accordance with section 6.10.1 of the Code on the 20<sup>th</sup> day of January 2021 to the property owner.
7. The above described public nuisance was not abated. As required by section 6.10.2 of the Code, the property owner was given notice of the hearing conducted this date before the Boone County Commission for an order to abate the above nuisance at government expense with the cost and expense thereof to be charged against the above described property as a special tax bill and added to the real estate taxes for said property for the current year.
8. No credible evidence has been presented at the hearing to demonstrate that no public nuisance exists or that abatement has been performed or is unnecessary; accordingly, in accordance with section 6.10.2 of the Code and section 67.402, RSMo, the County Commission finds and determines from the credible evidence presented that a public nuisance exists at the above location which requires abatement and that the parties responsible for abating such nuisance have failed to do so as required by the Health Director or Official's original order referred to above.

#### **Order For Abatement Chargeable As a Special Assessment To The Property**

Based upon the foregoing, the County Commission hereby orders abatement of the above described public nuisance at public expense and the Health Director is hereby authorized and directed to carry out this order.

It is further ordered and directed that the Health Director submit a bill for the cost and expense of abatement to the County Clerk for attachment to this order and that the County Clerk submit a certified copy of this order and such bill to the County Collector for inclusion as a special assessment on the real property tax bill for the above described property for the current year in accordance with section 67.402, RSMo.

**WITNESS** the signature of the presiding commissioner on behalf Boone County Commission on the day and year first above written.

Commissioner Aldred seconded the motion.  
The motion carried 2 to 0. **Order #476-2021**

2. **First and Second Reading: Public Nuisance – Parcel #20-212-03-01-009.00 01**

Environmental Public Health Specialist Garth Baker stated this property has been a problem since early September. Mr. Baker stated there has been a new resident who has taken over the property and as you can see from the photos, there is a Ford Explorer with no motor, no front end, there's a black Ford car that has no rear drivers side wheel and is inoperable, there's a Lincoln in the third picture with no front passenger side wheel, a black Crown Victoria with no rear drivers side tire and a firebird with no back glass. Mr. Baker stated that other than the vehicles, there is also trash throughout the property, and they have been receiving complaints weekly on this property. Mr. Baker stated he has not had any contact with the property owners.

Commissioner Thompson moved now on this 16<sup>th</sup> day of November 2021 the County Commission of Boone County, Missouri met in regular session and entered the following findings of fact, conclusions of law and order for abatement of nuisance:

### **Findings of Fact and Conclusions of Law**

The County Commission finds as fact and concludes as a matter of law the following:

1. The Boone County Code of Health Regulations (the "Code") are officially noticed and are made a part of the record in this proceeding.
2. The City of Columbia/Boone County Health Department administrative record is made a part of the record in this proceeding and incorporated herein by reference. In addition, any live testimony of the official(s) of the department and other interested persons are made a part of the record in this proceeding.
3. A public nuisance exists described as follows: a derelict/unlicensed/junk-filled/dismantled/inoperable blue Chrysler PT Cruiser, black four-door car, four-door Ford car, white four-door Lincoln, and a blue Ford Explorer, junk, trash, and rubbish on the premises.
4. The location of the public nuisance is as follows 6260 S West Way, Columbia, MO, a/k/a parcel# 20-212-03-01-009.00 01, Gateway South Plat No. 7, Section 3, Township 47, Range 13 as shown by deed book 5071 page 0053, Boone County
5. The specific violation of the Code is: trash, rubbish and garbage in violation of section 6.5 of the Code and a derelict/unlicensed/junk-filled/dismantled/inoperable blue Chrysler PT Cruiser, black four-door car, four-door Ford car, white four-door Lincoln, and a blue Ford Explorer in violation of section 6.9 of the Code.
6. The Health Director's designated Health Official made the above determination of the existence of the public nuisance at the above location. Notice of that determination and the requirement for abatement was given in accordance with section 6.10.1 of the Code on the 9<sup>th</sup> day of September 2021, to the property owner.
7. The above described public nuisance was not abated. As required by section 6.10.2 of the Code, the property owner was given notice of the hearing conducted this date before the Boone County Commission for an order to abate the above nuisance at government expense with the cost and expense thereof to be charged against the above described property as a special tax bill and added to the real estate taxes for said property for the current year.
8. No credible evidence has been presented at the hearing to demonstrate that no public nuisance exists or that abatement has been performed or is unnecessary; accordingly, in

accordance with section 6.10.2 of the Code and section 67.402, RSMo, the County Commission finds and determines from the credible evidence presented that a public nuisance exists at the above location which requires abatement and that the parties responsible for abating such nuisance have failed to do so as required by the Health Director or Official's original order referred to above.

### **Order For Abatement Chargeable As a Special Assessment To The Property**

Based upon the foregoing, the County Commission hereby orders abatement of the above described public nuisance at public expense and the Health Director is hereby authorized and directed to carry out this order.

It is further ordered and directed that the Health Director submit a bill for the cost and expense of abatement to the County Clerk for attachment to this order and that the County Clerk submit a certified copy of this order and such bill to the County Collector for inclusion as a special assessment on the real property tax bill for the above described property for the current year in accordance with section 67.402, RSMo.

Commissioner Aldred seconded the motion.  
The motion carried 2 to 0. **Order #477-2021**

## **Purchasing**

### **3. 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 following list of surplus PC'S, 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 TV's cost extra. There is also an extra charge for items with freon. They are a State of Missouri, DNR Level Four recycling center. None of these 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.

	<b>Asset #</b>	<b>Description</b>	<b>Make &amp; Model</b>	<b>Department</b>	<b>Condition of Asset</b>	<b>Serial #</b>
1.	22484	PC (WARRANTY REPLACEMENT)		RADIO NETWORK	UNKNOWN	
2.	16201	INTERCOM	NORCOM COMMUNICATIONS	SHERIFF	UNKNOWN	
3.	16200	INTERCOM	NORCOM COMMUNICATIONS	SHERIFF	UNKNOWN	
4.	22009	LC70LE661 U TV	SHARP	INFORMATION TECHNOLOGY	UNKNOWN	
5.	NO TAG	DOCKING STATION AND WIRING	HP	JJC	UNKNOWN	
6.	NO TAGS	THREE PHONES	NORTEL NORTHERN TELCOM	JJC	UNKNOWN	
7.	NO TAG	PHONE	NORTEL NORTHERN TELCOM	JJC	UNKNOWN	
8.	NO TAG	PHONE	NORSTAR NORTEL NORTHERN TELECOM	JJC	UNKNOWN	
9.	NO TAG	PHONE	MERIDIAN	JJC	UNKNOWN	
10.	NO TAG	PHONE	MERIDIAN	JJC	UNKNOWN	
11.	6474	VHS	GE	JJC	UNKNOWN	

12.	8979	REFRIGERATOR	GE	JJC	UNKNOWN	
13.	18887	PC WORKSTATION	HP PRO 4300	DESIGN & CONSTRUCTION	UNKNOWN	
14.	18631	20" LCD MONITOR	HP LV2011	DESIGN & CONSTRUCTION	UNKNOWN	
15.	19497	PC WORKSTATION	HP PRODESK 600	COLLECTOR	UNKNOWN	
16.	NO TAG	KEYBOARD	IBM	INFORMATION TECHNOLOGY	UNKNOWN	
17.	11408	LASER MONOCHROME PRINTER	IBM	TREASURER	UNKNOWN	
18.	24135	TIME CLOCK	DATA MGMT	INFORMATION TECHNOLOGY	UNKNOWN	RETURNED TO VENDOR
19.	24134	TIME CLOCK	DATA MGMT	INFORMATION TECHNOLOGY	UNKNOWN	RETURNED TO VENDOR
20.	24133	TIME CLOCK	DATA MGMT	INFORMATION TECHNOLOGY	UNKNOWN	RETURNED TO VENDOR
21.	24132	TIME CLOCK	DATA MGMT	INFORMATION TECHNOLOGY	UNKNOWN	RETURNED TO VENDOR
22.	24131	TIME CLOCK	DATA MGMT	INFORMATION TECHNOLOGY	UNKNOWN	RETURNED TO VENDOR
23.	24130	TIME CLOCK	DATA MGMT	INFORMATION TECHNOLOGY	UNKNOWN	RETURNED TO VENDOR
24.	24129	TIME CLOCK	DATA MGMT	INFORMATION TECHNOLOG	UNKNOWN	RETURNED TO VENDOR

				Y		
25.	24128	TIME CLOCK	DATA MGMT	INFORMATIO N TECHNOLOG Y	UNKNOWN	RETURNED TO VENDOR
26.	24127	TIME CLOCK	DATA MGMT	INFORMATIO N TECHNOLOG Y	UNKNOWN	RETURNED TO VENDOR
27.	19499	PC WORKSTA TION	HP PRODESK 600	COUNTY CLERK	UNKNOWN	
28.	22649	24" LCD MONITOR	HP LA2405X	911/JOINT COMMUNICA TIONS	UNKNOWN	
29.	18700	PC WORKSTA TION	HP PRO 4300	SHERIFF	UNKNOWN	
30.	NO TAG	12 VOLT LEAD ACID BATTERY	POWER SAVE	INFORMATIO N TECHNOLOG Y	UNKNOWN	
31.	NO TAG	TV	VIZIO	INFORMATIO N TECHNOLOG Y	UNKNOWN	
32.	19126	CYBERNET IC CYTLL224L T15 1 CLIENT		INFORMATIO N TECHNOLOG Y	UNKNOWN	
33.	18225	TAPE DRIVE	CYBERNE TIC CYTLL224	INFORMATIO N TECHNOLOG Y	UNKNOWN	
34.	15934	19" LCD MONITOR	HP L1940T	RECORDER	UNKNOWN	
35.	22024	LAPTOP NOTEBOO K	PANASON IC TOUGHB OOK CF31	SHERIFF	UNKNOWN	
36.	18660	TAPE DRIVE	CYBERNE TIC CYTLL224	INFORMATIO N TECHNOLOG	UNKNOWN	



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Commissioner Aldred stated this is a first reading and requested the Deputy County Clerk schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

**Resource Management**

**4. First and Second Reading: Designate a proxy to attend the annual meeting of the Hartsburg Levee District**

Director of Resource Management Bill Florea stated last year he was sent to the annual meeting but in previous years, Director of Road & Bridge Greg Edington had gone to the meetings. Director Florea stated after some discussion, the two of them decided the issues at the meeting are more Road & Bridge issues than Resource Management issues and agreed that Director Edington would be the appropriate person to go to the meeting.

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby designate Greg Edington as its proxy to attend the annual meeting of the Hartsburg Levee District on November 16, 2021.

The Presiding Commissioner is authorized to execute the attached Proxy form provided by the Levee District.

Commissioner Thompson seconded the motion.  
The motion carried 2 to 0. **Order #478-2021**

**5. First Reading: Approval of change order for Boone Industrial Blvd & Interstate Dr reconstruction**

Resource Management Chief Engineer Jeff McCann stated this is the first and final change for this project as it is now complete. Engineer McCann stated the change order is an add on of \$76,480.08 which is 5.46% of the contract total. Engineer McCann stated on the order in 2018, the purchasing policy was updated stating any project change that exceeds 5% of the contract amount, had to go to Commission for approval. Engineer McCann stated the bulk of the add was the additional cost for reinforcing the base under the new pavement. Engineer McCann stated they accounted for going to a certain depth and putting a certain amount of rock in but some of the subgrade was worse than they thought in a few areas. Engineer McCann stated they had to cut extra depth out, remove the slop and put in extra depth of rock and fabric. Engineer McCann stated about \$10,000.00 of it is the asphalt price index as it went up.

Commissioner Aldred stated this is a first reading and requested the Deputy County Clerk schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

### **Community Services**

#### **6. First Reading: Memorandum of Understanding Data Sharing: Community Services & Coordinated Care Services, Inc.**

Data and Performance Analyst for Community Services Megan Bania stated this is an MOU that contemplates a data-sharing agreement between Boone County Community Services Department and Coordinated Care Services Inc. Ms. Bania stated Coordinated Care Services Inc (CCSI) has been engaged by the 13<sup>th</sup> Judicial Circuit Court to analyze local data to meet grant deliverables of the Justice Reinvestment Initiative. Ms. Bania stated this MOU would allow data to be shared between the Community Services Department and CCSI. Ms. Bania stated they don't expect any confidential information to be shared but by having this formal agreement, it will make the data-sharing more efficient. Ms. Bania stated there are no anticipated costs with engaging in this MOU and the MOU is expected to expire by the end of 2021.

Commissioner Aldred stated this is a first reading and requested the Deputy County Clerk schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

### **Emergency Management**

#### **7. First Reading: Homeland Security Grant Application**

Deputy Director of Emergency Management Chris Kelley stated his department applied for this under a different grant and did not get approved. Deputy Director Kelley stated they had supplemental money for Homeland Security, and they opened the grant process again. Deputy Director Kelley stated they are applying for the security tower. Deputy Director Kelley stated the Commission approved the application under order 183-2021 for the same piece of equipment. Deputy Director Kelley stated the cost has gone up a little bit due to inflation and supply chain issues, and they are looking for Commission approval to move forward with the application with Missouri Public Safety and Missouri Homeland Security for this security tower. Deputy Director Kelley stated their law enforcement partners have encouraged them to move forward as it could be an asset they would want to use in the future. Deputy Director Kelley stated there is a \$0.00 match and the only budget impact he foresees is if they cannot find sustainment for the connectivity, which is for the wireless router. They could incur that cost in the supplemental budget.

Commissioner Aldred stated this is a first reading and requested the Deputy County Clerk schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

## **Auditor**

### **8. Presentation of 2022 Proposed Budget**

Boone County Auditor June Pitchford stated her office has been working on the budget for several months and this is the culmination of a big effort that entails work across the offices. Auditor Pitchford stated the work has been from not only the Auditor's office but across the County including the County Commissioners. Auditor Pitchford stated she would like to thank the Commissioners for sustained engagement through this process. Commissioner Thompson added that the process works better here in Boone County because the Commissioners are engaged and the Auditor and her staff are so good about sharing and making sure it's not only transparent with the public, but it's also transparent internally. Auditor Pitchford stated they have had several important priorities this year around which they have tried to orient their budget efforts and decisions. Auditor Pitchford stated some of these things are recurring, like the first item. Auditor Pitchford stated it's essential to maintain fiscal stability within the County's major operating funds, and all their decisions must be made within the context of ensuring long term fiscal stability. Auditor Pitchford stated the second priority rose to the top in terms of its significance. Auditor Pitchford stated the County has had ongoing systemic turnover and vacancies in several offices and their situation was exacerbated by economic concern around the pandemic situation and sluggish revenues. Auditor Pitchford stated the County was able to vary little in terms of addressing competitive wages and salaries, so that has been a significant priority in this budget. Auditor Pitchford stated, as in any given year, there are always some staffing needs that are identified and those have been presented to the County and many of them have been worked into the budget. Auditor Pitchford stated this budget also reflects not only routine replacement of equipment but the first round of technology replacement with the ECC, the 911 phone system. Auditor Pitchford stated the County is responsible for managing the Road & Bridge and Resource Management in terms of the infrastructure preservation and rehabilitation, so the transportation network is always a priority for them. Auditor Pitchford stated, recapping at a bird's eye level, this is not a single budget, this is a collection of multiple budgets. Auditor Pitchford stated the County has over 40 Governmental funds, five of them are major and 35 more that are special revenue funds. Each fund has its own budget, and that's part of what makes the budget complicated. Auditor Pitchford stated those monies are not fudgeable and that they can not take money from the Road & Bridge fund and spend it on something else, they must be managed separately. Auditor Pitchford stated in addition, they have some internal service funds for the self-insured health, dental, Facilities Maintenance and some private purpose trust funds. Auditor Pitchford stated altogether for the 2022 Budget, all those funds together, is \$94.2 million, which represents an 8% increase compared to FY2021. Auditor Pitchford stated of that \$94 million, 63% is restricted as to use, leaving just the General Fund as non-restricted. Commissioner Thompson added unrestricted funds doesn't mean it's a pile of money that can be utilized for new things and for things like a Christmas tree. Auditor Pitchford stated the working definition in the governmental accounting

budgeting space is unrestricted means the money can be used for any allowable purpose for the Government as a whole and restricted means it is allowable only for a purpose that's narrower than the Government as a whole. Auditor Pitchford stated in terms of property tax levies, the County does not receive a significant amount of revenue from property taxes, but the County does levy property tax for the General Fund and the Road & Bridge Fund. Auditor Pitchford stated those are reflected in the budget at rates consistent with historical rates, \$0.12 in the General Fund and \$0.05 in the Road & Bridge Fund. Auditor Pitchford stated, flipping to the revenue side, the overall revenue increase is 7%, sales tax revenue has been much higher and stronger than any of us could have projected. Auditor Pitchford stated fueled primarily by new vehicle sales and inflation, which is hitting all our constituents and employees. Auditor Pitchford stated the County does not have a lease on the hospital so that revenue has been removed from the budget, property tax revenue reflects a strong growth in assessed valuation, charges for services reflect increases this next year associated with the property tax collections activities but also reimbursements associated with the election next year. Auditor Pitchford stated on sales tax, the approach they took in projecting was to look at where they are currently, use it as the baseline for next year, and then applied a very conservative growth percentage of 2% to it. Auditor Pitchford stated there are very few County controlled cost recovery fees, but for those in the area of building permits and Health Department there are nominal adjustments that are being made. Auditor Pitchford stated looking at some of the components that have been addressed in the budget and tying them back to the priorities talked about earlier, the County is trying to achieve aggressive improvement in the area of workforce retention and stemming the vacancies and turnover rates. Auditor Pitchford stated in order to accomplish that, a range table adjustment in the amount of 4% has been included along with a salary increase pool of 6%. Auditor Pitchford stated the range table adjustment does not result in an automatic increase for employees, unless their salaries are below the minimum, that would be a mandatory increase but it does adjust the maximum cap and FHR point in the range that is used for making sub salary increases. Auditor Pitchford stated the salary increase pool is subject to administrative authority discretion and they do not expect the administrative authorities to award these amounts across the board. Auditor Pitchford stated the shift differential has been adjusted from \$0.65 to \$1.00 an hour which has not been changed for many years, and the new on call pay has been added. Auditor Pitchford stated there are several employees that are on call but have received no compensation which was becoming a moral problem in some of the offices, so this was a high priority to some of our administrative authorities and she feels it will be well received. Auditor Pitchford stated there are some additional FTE's in the budget, most of which are associated with restricted revenues or a grant, but there are some other positions that are deemed important for their County wide internal operations. Auditor Pitchford stated among them are a part time non benefitted backup payroll clerk and a part time non benefitted records clerk. Auditor Pitchford stated those are two responsibilities of the County Clerk's Office that are significant to all the County offices and was an important area to address that need. Auditor Pitchford stated in Purchasing, a full time Buyer will be added to assist in additional duties and service levels expected from Purchasing as they roll out contract modules of the ERP and Purchasing's role is elevated to a stronger position of internal control. Auditor Pitchford stated in Information Technology, a benefitted Cyber Security Administrator has been added, increasing a part time position to full time benefitted position for the Public Administrator, full time benefitted position at JJC, and a full time benefitted position at the Sheriff Office, all from the General Fund. Auditor Pitchford stated now we will look at positions from restricted money. Auditor Pitchford stated they will add a full time personal property specialist for the Assessor's

Office, a part time non-benefitted Mechanic Intern in Road & Bridge, some part time benefitted and non-benefitted positions at the 911 facility and a full time benefitted position in the Facilities Maintenance Department creating a Custodial Supervisor position. Auditor Pitchford stated they did have some additional requests; six officers in the Sheriffs Office, and three Assistant Prosecuting Attorney positions from the PA's office, which have not been included in the budget. Auditor Pitchford stated part of their strategy this next year is planned spend down. Auditor Pitchford stated they need to be careful about how far they take that knowing that this strategy is going to need to be used for a few years. Auditor Pitchford stated their internal analysis indicates that the fund balance levels are sufficient to support that, but they need to be mindful about loading that with additional costs. Commissioner Thompson added, to the earlier point regarding range adjustment and the deliberate decisions, if the County uses this next year with that in place, we can better determine the need and whether that will retain employees that we have been losing. Auditor Pitchford stated the schedule on the bottom of the page shows the comparison of operating revenues year to year, all Governmental funds combined, there's a column for Internal Service Funds, and for Private Purpose Fund. Auditor Pitchford stated the Operating Revenues had an increase of 7%, expenditures and other uses an increase of 8%, and projected net fund balances at the end of the year are still very strong. Auditor Pitchford stated the budget reflects a planned use of fund balance in the General Fund in the amount of \$4.2 million but they don't expect to spend all of that. Auditor Pitchford stated the County has a mandatory emergency appropriation that they must include but they do not expect to spend that. Auditor Pitchford stated they have County election expenses in next years budget which is not an every year expense, and depending on how many other entities participate in that ballot, the County's cost share of that could be reduced. Auditor Pitchford stated they anticipate favorable budget spending variances every year and by operation of law, the variances will always be favorable because it is illegal for anyone to spend more than their budget. Auditor Pitchford stated resources accumulated in the funds during prior years are appropriated in FY22, which represents a timing difference between when revenues are received and when they are spent. Auditor Pitchford stated in the 911 Fund, the \$3.2 million dollars is primarily the radio tower network improvements in the 911 phone system. Auditor Pitchford stated fund balances are expected to exceed the minimum 17% at the end of next year. Auditor Pitchford stated the only capital project is the Road & Bridge facility improvements and the first-floor security enhancements. Auditor Pitchford stated, in terms of future challenges, we must solve the problem of growing untaxed e-commerce, it's essential for the long-term fiscal stability of the County. Auditor Pitchford stated the fund balances are in a position that the County Commission can be deliberate in the approach that they want to take with that, but that really needs to be solved. Three public hearings have been scheduled with the Deputy County Clerk and are November 30, 2021 at 7pm, December 2, 2021 at 1:30pm and December 7, 2021 at 9:30am and the proposed budget is available on the County's website. Auditor Pitchford stated she would like to give kudos to Caryn Ginter as this has been a challenging year with everything they are trying to do with the new ERP system along with managing this very big statutory responsibility and Caryn has done an amazing job. Commissioner Aldred stated he would like to thank Auditor Pitchford and all her staff for their time and effort they put in to the FY22 budget. Commissioner Aldred stated he noticed many nights on his way out that there were several people in the Auditors office still working diligently on this project. Commissioner Thompson added that the Auditors office is an amazing group of people who do things so well, and noted that when she talks to folks in similar offices across the state, she's always thankful for Ms. Pitchford and her team because she knows they are doing quality work, they never cut corners

and she would like to thank them for their work on behalf of Boone County. Auditor Pitchford stated they really enjoy the people they get to work with across the County offices.

9. Public Comment

No public present

10. Commissioner Reports

Commissioner Thompson stated she wanted to express her condolences to the family and colleagues of Jim Whitt who passed yesterday. Commissioner Thompson stated she wanted to say what a great person Mr. Whitt has been for this community, a champion of so many and that he will be sorely missed.

Attest:



Brianna L. Lennon  
Clerk of the County Commission



Daniel K. Atwill  
Presiding Commissioner



Justin Aldred  
District I Commissioner



Janet M. Thompson  
District II Commissioner