

TERM OF COMMISSION: January Session of the January Adjourned Term

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

PRESENT WERE: Presiding Commission Daniel Atwill  
District I Commissioner Karen Miller  
District II Commissioner Janet Thompson  
Senior Accountant Jason Gibson  
Director Purchasing Melinda Bobbitt  
Senior Buyer Amy Robbins  
Health Department Kara Stowers  
Director Resource Management Stan Shawver  
Circuit Judge's Office Mary Epping  
Deputy County Clerk Mike Yaquinto

The meeting was called to order at 1:30 p.m.

**Purchasing**

**1. First reading; Bid opening 01-09JAN14 – Creasy Springs Road Bridge Rehabilitation**

The following bids were opened by Commission:

Don Schnieders Excavating	\$272,097.20
APAC – Missouri Inc.	\$274,689.85
Lehman Construction Company	\$253,182.10
XL Contracting, Inc.	\$258,959.04
Boone Construction Co.	\$214,990.60

Commissioner Miller asked what the engineer's estimate was.

Ms. Robbins said the estimate was \$239,029.50

Commissioner Atwill thanked those that submitted a bid and said that the bids will be returned to purchasing for further evaluation and recommendation.

**2. First reading; Bid Award 42-05NOV13 – Consulting Services for the Children’s Services Board**

Melinda Bobbitt read the following memo:

*The Request for Proposal for 42-05NOV13 – Consulting Services for the Children’s Services Board closed on November 5, 2013. One proposal response was received.*

The evaluation committee consisted of the following from the Children’s Services Board:

Gregory Grupe

Nancy McKerrow

Kathy Thornburg

The evaluation committee recommends award to the Institute of Public Policy, Harry S Truman School of Public Affairs, University of Missouri of Columbia, Missouri per their attached Evaluation Report.

This contract will operate similarly to a term and supply contract in that the scope of services and terms of payment are specified in the contract, but payment is only required when the services are actually used. The contract amount is a not to exceed \$20,000 and invoices will be paid from department 2160 – Community Children’s Services, account 71101 Professional Services

Ms. Bobbitt said that two of the board members are present. There are seven deliverables in the contract which should be completed by May 31, 2014.

Commissioner Miller asked Ms. Bobbitt to present the seven deliverables.

Ms. Bobbitt said the seven deliverables in the contract are:

- To educate the Board as to current provisions of services as described in the governing statutes
- To inform the Board as to areas of service and/or populations in Boone County (aged 0-19) who are being over or under served by applying appropriate quantitative and qualitative metrics to data collected and providing analysis of data
- To provide Boone County residents with the facts necessary for their understanding of the Board's investment of tax revenues and to provide transparency and assure accountability. Attend Community Input meetings when invited and Board meetings when there are persons scheduled to testify or present to the Board to support the work of BCCSB and review records of past meetings. Moderate no more than six public meetings as specified by the Board.
- Describe what type of reports will be provided and how they will be delivered to the Board throughout the contract period. Final report shall be delivered to the Board by May 31, 2014.
- Describe the types of software the Offeror will use for data collection.

- Key informant surveys
- Key informant interviews

Commissioner Atwill asked when the work will begin.

Commissioner Miller said as soon as the budget is completed in 10 days.

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; Cooperative Contract 3-130918TV; 2014 Ford Explorer and 2014 Ford ½ Ton 4x4 Extended Cab Pickup for Resource Management and disposal of 2003 Ford Explorer and 2007 Chevrolet Trailblazer**

Melinda Bobbitt read the following memo:

Purchasing and Resource Management request permission to utilize the Missouri Department of Transportation cooperative contract 3-130918TV for two (2) 2014 Ford ½ Ton 4x4 Extended Cab Pickup Trucks and one (1) 2014 Ford Explorer 4x4 Sport Utility Vehicle with Joe Machens Ford of Columbia, Missouri.

Total cost of contract is \$74,319.00 and will be paid as follows:

1720–Building Codes, 92400–Replacement Auto/Trucks -\$49,381.00

1725–Stormwater Administration, 91400–Auto/Trucks -\$15,847.65

2046-Stormwater Administration, 91400-Auto/Trucks - \$8,533.35

\$77,500 was budgeted for these vehicles for 2014.

The Purchasing Department requests permission to dispose of the following surplus:  
2003 Ford Explorer, fixed asset tag 14173 and 2007 Chevrolet Trailblazer, fixed asset tag 16194.

Attached are the Disposal Forms for signature.

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.

#### **4. First reading; Disposal of surplus equipment**

Melinda Bobbitt read the following memo:

The Purchasing Departments requests permission to dispose of the following list of surplus equipment by auction on GovDeals or by destruction for whatever is not suitable for auction.

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.

**Health Department**

**5. 1<sup>st</sup> & 2<sup>nd</sup> reading; Abatement of a property located at 20701 N Rte. F, parcel # 02-400-19-00-003.00 01**

Kara Stowers said the pictures indicate numerous nuisance items and she is requesting an order for abatement.

Commissioner Atwill asked if the vehicles in the pictures are trucks.

Ms. Stowers said they are pick-up beds and miscellaneous vehicles all over the property.

Commissioner Miller asked what the bid was to remove all these items.

Ms. Stowers said she does not have one.

Commissioner Miller said typically, we would like to have the amount of the bid for budgetary purposes before authorizing the order.

Ms. Stowers said she will get the bid.

Commissioner Miller said that the request will be put on hold based on the possible cost to remove all the vehicles. This could have an adverse effect on the budget.

Commissioner Atwill said this will be rescheduled for Tuesday.

Commissioner Miller said that once the bid is received, we can authorize the order and the Health Department can work out an agreement with the owner.

**6. 1<sup>st</sup> & 2<sup>nd</sup> reading; Abatement of a property located at 6200 O'Rear Rd., parcel # 12-313-11-01-005.00 01**

Kara Stowers said that there is an accumulation of junk and an inoperable vehicle on the property. The bid to remove this is \$450.

Commissioner Thompson moved 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 6200 O'Rear Rd., parcel #12-313-11-01-005.00 01

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #6-2014**

**7. 1<sup>st</sup> & 2<sup>nd</sup> reading; Abatement of a property located at 3351 N. Locust Grove, parcel # 10-904-36-04-004.00 01**

Property owner Jane Kettinger was present to address the Commission.

Commissioner Atwill asked Ms. Kettinger if she understood the proceeding that is before the Commission today.

Ms. Kettinger said she has been working with Ms. Stowers from the Health Department. She is in the Mental Health field and the problems started when she allowed a paranoid, schizophrenic man to sleep on her couch. She didn't know he had a compulsive disorder and was a hoarder. She was able to get him out on September 5th and on September 7<sup>th</sup> we immediately started to clean-up the place working through November. A large container was filled and removed. She had another person with a truck take scrap metal to the recycling

center. There were about three dozen rusty lawn mowers and two non working riding lawn mowers. Also, there are 45 cats and Second Chance is helping her in trying to catch the cats. Most of them are feral and those that are not, she will help in getting them adopted.

Ms. Kettinger said she has rented a roll out container and will need at least two more. Not only is the outside cluttered, which is almost cleaned up, the inside is also terribly hoarded. The problem is that it has gotten very cold. My son works on the clean up when the temperatures are warmer. There is a major difference in the look of the property from when we started to now. She would like some leniency in cleaning up due to the cold weather.

Commissioner Atwill asked if the pictures they have are a current reflection of how the property looks.

Ms. Kettinger said she has some pictures and presented them to Commission. Some of the pictures are of the inside as well. Her son took a picture every time a load was hauled away.

Commissioner Thompson asked Ms. Kettinger to look at the pictures that the Health Department took and if it is a reflection of how her property looks now.

Ms. Kettinger said that it is the back yard that requires a lot of work to be done. There are many cat shelters, mostly newer ones supplied by Second Chance.

Commissioner Atwill said that her efforts to clean up are appreciated and is inclined to give the Health Department the authority to proceed with the necessary steps to get this cleaned up at county expense. He will give the owner the chance to work with the Health Department to clean up without expending the county funds. Since there is no bid at present on this clean up, we will hold this issue until Tuesday, pending the bid estimate on clean up.

Ms. Kettinger said that they are capable of cleaning up the mess once the weather gets



warmer.

Commissioner Miller said that we will have the estimate on Tuesday. That will let us know how much it will cost and what the budget impact is. You can work with Kara to come to an agreement on the clean up but we will proceed with the order giving the Health Department the authority to act if the agreement that you make is not met.

### **13<sup>th</sup> Judicial Circuit Court**

#### **8. 1<sup>st</sup> & 2<sup>nd</sup> reading; Approve grant award for 2014-2015 STOP Violence Against Women Act and agreement for Batterers' Intervention Program**

Mary Epping said that the Commission approved the application in September and now the grant has been awarded. Defendants are ordered to attend the local batterers' intervention program and these funds help facilitate that, so attending this treatment is not cost prohibitive. We work with the Family Counseling Center and their program MEND. Submitted is a copy of the contract with the Family Counseling Center, same one as approved in previous years.

Ms. Epping said that the grant also pays for the Domestic Assault Coordinator; salary and benefits. One difference is that when we applied in September, we used the benefits that were available at that time. Since then, the benefits have increased slightly, a difference of \$284 which is not covered in the grant. Other than that, there is no expense to the County. The 25% match is paid by the defendants ordered to attend. Also, the grant award was \$4,500 less than the application amount. We were not able to make any changes to salary or benefits so some adjustments were made with money used in the MEND program which will not affect the program. We are requesting approval for acceptance of the grant. It is due on January 13<sup>th</sup>. We were notified on January 6<sup>th</sup> so that is why we are requesting 1<sup>st</sup> & 2<sup>nd</sup> reading today.

There were no comments or questions.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the grant award for Violence Against Women Act and the agreement for Batterers' Intervention program.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #7-2014**

### **Public Works**

#### **9. First reading; Budget Revision to pay fuel expenses for 2013**

Commissioner Atwill said that this is the item discussed with Chet Dunn this morning concerning the need for additional diesel fuel due to the inclement weather we are now experiencing.

Commissioner Miller said it stems from the inclement weather experienced in early and late 2013.

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.

### **Resource Management**

#### **10. First reading; Annual Consultant Services Agreements for Architectural, Engineering & Land Surveying Services**

Stan Shawver said that this is the annual consultant agreements within Resource Management.

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.

### **Children's Services**

#### **11. First reading; Budget Amendment to appropriate funds for Consulting Services in FY 2014**

This Budget Amendment was originally done in 2013, but the contract was not signed and the Budget Amendment does not roll over to 2014. We will need another one for this year. If the contract was signed locally, we could have done a Purchase Order to encumber the 2013 appropriations, but with the year end, the appropriations expired.

There were no comments or questions.

Commissioner Atwill said that the 2<sup>nd</sup> reading will occur after the mandatory 10 day waiting period for Budget Amendments.

### **Auditor**

#### **12. Second reading; Approval request to set salary above authorized transfer salary (1<sup>st</sup> reading 1-6-14)**

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the request by the Auditors Office to hire above the salary range mid-point for the newly created position of Senior Accountant/Financial Analyst as follows:

- Caryn Ginter 115% above mid-point
- Jason Gibson 102% above mid-point

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #8-2014**

### **Commission**

#### **13. First reading; 2014 Shelters for Victims of Domestic Violence Contract**

Commissioner Miller said that this is Domestic Violence money received from the courts. It goes to the Shelter and we have a contract and process set up for this. It will now be under Community Services.

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.

#### **14. 1<sup>st</sup> & 2<sup>nd</sup> reading; Appointment of Stan Shawver and Ernie Wren to Columbia TIF Commission**

Commissioner Miller moved on this day the County Commission of the County of Boone

does hereby appoint Stan Shawver and Ernie Wren to the Columbia TIF Commission, effective January 9, 2014 lasting until completion of TIF Commission responsibilities.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #9-2014**

**15. 1<sup>st</sup> & 2<sup>nd</sup> reading; Reappoint Cindy L. Bowne to Board of Adjustment**

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

<b>Name</b>	<b>Board</b>	<b>Period</b>
Cindy L. Bowne	Board of Adjustment	January 9, 2014 through January 9, 2018

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #10-2014**

**16. 1<sup>st</sup> & 2<sup>nd</sup> reading; Reappoint David Shorr to Boone County Regional Sewer District Board**

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby re-appoint the following:

<b>Name</b>	<b>Board</b>	<b>Period</b>
David Shorr	Boone County Regional Sewer District	January 9, 2014 through January 9, 2019

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #11-2014**

**17. Public Comment**

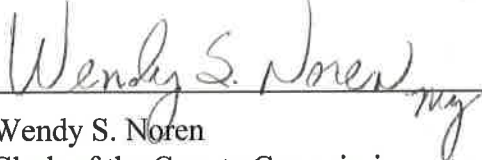
None

**18. Commissioner Reports**

None

The meeting adjourned at 2:07 p.m.

Attest:

  
Wendy S. Noren  
Clerk of the County Commission



Daniel K. Atwill  
Presiding Commissioner



Karen M. Miller  
District I Commissioner



Janet M. Thompson  
District II Commissioner