

TERM OF COMMISSION: December Session of the October Adjourned Term

PLACE OF MEETING: Boone County Commission Chambers

PRESENT WERE: Presiding Commissioner Kip Kendrick  
District I Commissioner Justin Aldred  
District II Commissioner Janet Thompson  
Boone County Assessor Kenny Mohr  
Sheriff Dwayne Carey  
Legal Assistant III Katie Meyer  
Director of Purchasing Melinda Bobbitt  
Stormwater Coordinator Nicki Rinehart  
Chief Engineer Jeff McCann  
Boone County Counselor CJ Dykhouse  
Boone County Deputy Clerk III Jodi Vanskike

Public Present: Haden Crumpton, Gilmore & Bell, P.C.

**Conference Call Information:**

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

The meeting was called to order at 1:30 p.m. and roll call was taken.

**Boone County Human Resources**

1. Second Reading: Adoption of 2026 Salary Plan – First Read 12.16.25

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby adopt the attached FY 2026 Pay Plan to be effective beginning the second pay period in 2026.

Commissioner Thompson seconded the motion.  
The motion carried 3 to 0. **Order #633-2025**

**Boone County Auditor's Office**

2. Second Reading: Adoption of Salary Plan Budget Policies – First Read 12.16.25

Commissioner Thompson moved now on this day, the County Commission of the County of Boone, upon the recommendation of the County Auditor, does hereby adopt the Salary Plan Budget Policies and Priorities as set forth in the attached.

Commissioner Aldred seconded the motion.  
The motion carried 3 to 0. **Order #634-2025**

3. Second Reading: FY 2025 Budget Revision for Class 1 Appropriations – First Read 12.16.25

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve a Class 1 budget revision among positions within a given cost center as recommended by the County Auditor for FY2025 to permit implementation of the 2026 Salary Plan (which has been made effective for Pay Period #2 in 2026 and therefore includes some working days in calendar year 2025). The listing of position changes is attached hereto and incorporated herein.

Commissioner Thompson seconded the motion.  
The motion carried 3 to 0. **Order #635-2025**

4. Second Reading: FY 2026 Budget Adoption – First Read 11.18.25

Commissioner Thompson moved now on this day, the County Commission of Boone County does hereby approve and adopt the Boone County Operating Budget for fiscal year 2026. The adopted operating budget shall consist of all appropriations included in the Proposed Budget submitted to the County Commission by the County Auditor, subject to the adjustments shown in the attached schedule of Commission-Directed Changes to the fiscal year 2026 Proposed Budget. Final wage and benefit appropriations for each office and department have been calculated using salaries reflected in the Salary Plan adopted by the County Commission in Commission Order # 633-2025 to be effective pay period #2 during FY 2026.

Total appropriations are set forth by line item and are summarized as follows:

- 1) by category of expenditure (i.e., class 1, class 2, etc. up to and including class 9)
- 2) by office, department or spending agency
- 3) by fund

Spending may not exceed appropriations at the class level for a given office, department, or spending agency without approval pursuant to the County’s Budget Adjustment Policy. Total appropriations for each fund are set forth in the individual Fund Statements and are published in the County’s FY 2026 Budget. The Proposed Budget submitted by the County Auditor, which is hereby incorporated into this appropriation order by reference, contains detailed documentation and descriptions for each line-item account within each category of expenditure. Appropriations shall be expended only for the purposes that are within the intent of the category in which they are included.

The County Commission approves all employee positions included in the Proposed Budget, adjusted for Commission-directed changes noted in the attached schedule, together with the specified budgeted hours, range, and benefit status for each position as reflected in the Salary Plan adopted by the County Commission in Commission Order #633-2025 to become effective in pay period #2 during FY 2026. Certain positions may be subject to additional Commission Order approval, per County Policy, before those positions can be advertised or filled. The County Commission approves appropriations for the specific fixed assets identified in the various fixed asset appropriation accounts and authorizes procurement of the same in accordance with the County’s Purchasing Policy adopted by the County Commission. The County Commission tentatively fixes the property tax rates necessary to finance the budget and which are shown in the attached Draft Revenue Commission Order.

The County Commission authorizes the County Auditor to re-appropriate unspent FY 2025 grant funds which may be carried forward into FY 2026 according to the terms of the grant award upon determination that a remaining balance of the grant award is available for re-budgeting. In addition, the County Commission authorizes the County Auditor to re-appropriate unencumbered FY 2025 appropriations for projects approved in the FY 2025 budget, including Boone County’s American Rescue Plan Act (ARPA) funds, which require extension into FY 2026 for completion.

Commissioner Aldred seconded the motion.  
The motion carried 3 to 0. **Order #636-2025**

**Boone County Assessor**

5. First Reading: 2026-2027 Assessment Maintenance Plan for Boone County

Boone County Assessor Kenny Mohr stated, per Missouri statutes, every Assessor in the state of Missouri has a two-year Assessment Maintenance Plan. Assessor Mohr stated this plan is an

outline of what the Assessor is going to do over the next two years about valuing property and maintaining staff levels. Assessor Mohr stated the Maintenance Plan must be signed by the County Commission, after which it moves on to the State Tax Commission.

Commissioner Kendrick 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.

**Boone County Sheriff's Office**

6. First and Second Reading: Cooperative Agreement with MU for LETI & Assignment of legacy assets

Boone County Sheriff Dwayne Carey stated, about a year and a half ago, the County entered into a verbal agreement, which later became written, with the University of Missouri to partner with them to take over LETI (Law Enforcement Training Institute) and rebuild it. Sheriff Carey stated this contract will allow them to move LETI to the new Regional Training Center and to host their first academy beginning on January 5, 2026, with 35 recruits. Sheriff Carey stated they plan to pursue accreditation for the academy in 2026 to add to the accreditation list they already have and he is looking forward to the future. Sheriff Carey thanked his staff who has worked so hard on this and he thinks the University of Missouri will be a great partner.

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the Cooperative Agreement between Boone County and the Curators of the University of Missouri (MU) for operation of MU Extension's Law Enforcement Training Institute (LETI) and assignment of legacy assets.

The terms of the Agreement are set out in the attached and the Presiding Commissioner is authorized to sign the same.

Commissioner Thompson seconded the motion.  
The motion carried 3 to 0. **Order #637-2025**

**Prosecuting Attorney**

7. First Reading: Budget Revision – Department 1263 – Cover Class 9 for a laptop for weekly Child Support Court use by APA and Legal Assistants

Legal Assistant III Katie Meyer stated this request is for a laptop for weekly Child Support Court use by APAs and legal assistants.

Commissioner Kendrick 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.

**Purchasing**

- 8. First Reading: Award of Amendment #1 to County Contract C001053, from Cooperative Contract 050924-DFT, for Fitness Equipment with Related Accessories and Services (TKO Products) with Advanced Healthstyles Fitness Equipment, Inc. dba Advanced Exercise – Countywide Term and Supply

Director of Purchasing Melinda Bobbitt read the following memo:

Purchasing requests approval for Amendment #1 to contract C001053, awarded from Cooperative Contract 050924-DFT, for Fitness Equipment with Related Accessories and Services with Advanced Healthstyles Fitness Equipment, Inc. dba Advanced Exercise of Littleton, Colorado. The original contract was established December 11, 2025, through Commission Order 624-2025. This contract covers TKO-brand products.

Amendment #1 to the contract corrects the “doing business as (dba)” part of the contractor’s name. Initially, the contractor’s name was presented on the award and Commission Memo as “Advanced Healthstyles Fitness Equipment, Inc. dba Advanced Exercise Equipment LLC.” The corrected dba is “Advanced Exercise.”

This is a Countywide Term and Supply contract.

Commissioner Kendrick 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.

- 9. First Reading: Vehicle Surplus Disposal

Director of Purchasing Melinda Bobbitt read the following memo:

The following is a Sheriff’s Office vehicle that has been wrecked. Chad Martin, Technology Resource Manager for the Sheriff’s Office, requests approval for disposal so the title can be turned over to MOPERM.

| Year | Description | Approximate Mileage | VIN # | Condition |
|------|-------------|---------------------|-------|-----------|
|------|-------------|---------------------|-------|-----------|

|      |   |         |   |                               |
|------|---|---------|---|-------------------------------|
| 2013 | Ford<br>Taurus<br>Police<br>Interceptor | 133,797 | 1FAHP2L87DG222484<br>(County Asset 18466) | Totaled by insurance carrier. |
|------|---|---------|---|-------------------------------|

Commissioner Kendrick 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.

- 10. Second Reading: Award of Amendment #1 to County Contract C001052, from Cooperative Contract 052324-LFF, for Fitness Equipment with Related Accessories and Services (Life Fitness Products) with Advanced Healthstyles Fitness Equipment, Inc. dba Advanced Exercise – Countywide Term and Supply – First Read 12.16.25

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the award of Amendment #1 to County Contract C001052, awarded from Cooperative Contract 052324-LFF for Fitness Equipment with Related Accessories and Services (Life Fitness Products) with Advanced Healthstyles Fitness Equipment, Inc. dba Advanced Exercise, a Countywide Term and Supply contract.

The amendment is set out in the attached, and the Presiding Commissioner is authorized to sign the same.

Commissioner Aldred seconded the motion.  
The motion carried 3 to 0. **Order #638-2025**

- 11. Second Reading: Request for Disposal of Copier, fixed asset 24235 for Court Administration – Jury Services – First Read 12.16.25

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the request for disposal of fixed asset 24235 for the Court Administration – Jury Services.

Commissioner Thompson seconded the motion.  
The motion carried 3 to 0. **Order #639-2025**

**Resource Management**

- 12. First Reading: Release of Stormwater Security Agreement and Erosion and Sediment Control Cash Deposit for Midwest Electronic Systems

Commissioner Kendrick 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.

14. First Reading: Approval of Extension Agreement No. 3 for the Stormwater Security Agreement and Permanent Stormwater BMP Irrevocable Letter of Credit for Willow Creek Plat 2

Stormwater Coordinator Nicki Rinehart read the following memo:

The purpose of this memo is to request the acceptance of Extension Agreement No. 3 of the Stormwater Security Agreement and Permanent Stormwater BMP Irrevocable Letter of Credit for Willow Creek Plat 2.

The Irrevocable Letter of Credit was issued by Central Bank of Boone County in the amount of \$33,300. Said Irrevocable Letter of Credit was issued on behalf of D&D Investments of Columbia for construction of one bioretention cell to meet the stormwater design requirements per County regulations and to be constructed as part of the subdivision development infrastructure.

Bioretention cells utilize mulch and a special soil media mix to filter pollutants out of stormwater runoff and are susceptible to clogging if contaminated by silt runoff during the home construction phase of subdivision development. If contaminated, the mulch and soil media must be removed and replaced. Bioretention cells have a much better survival rate if constructed after adjacent and immediate upstream home lots have been stabilized.

This security agreement and irrevocable letter of credit will allow the final plat to be recorded and lot sales and home construction to occur prior to the bioretention cell construction. The letter of credit amount is based on the contractor quote of \$22,200 x 150%.

Commissioner Kendrick 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.

15. First Reading: MoDOT Soft Match Credit exchange request between Boone County and Cole County

Chief Engineer Jeff McCann stated this request is for MoDOT to transfer \$50,000 of Boone County Soft Match Credit funds to Cole County. Chief Engineer McCann stated, in exchange, Cole County will pay Boone County the cash amount of \$32,500.

Commissioner Kendrick 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.

16. Second Reading: Consultant Services Agreement - Engineering Surveys & Services, jEMA, Midwest Engineering, OWN, Inc & PWArchitects – First Read 12.16.25

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the attached Annual General Consultant Services Agreements.

The terms of the Agreements are stipulated in the attached documents, and it is further ordered the Presiding Commissioner is hereby authorized to sign said Agreements.

Commissioner Aldred seconded the motion.  
The motion carried 3 to 0. **Order #640-2025**

### **Community Services**

17. Second Reading: Budget Revision - Department 2161 - Childcare Center HVAC Replacement – First Read 12.16.25

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the attached Budget Revision for Department 2161 for the Mary Lee Johnston Community Learning Center’s HVAC replacement unit.

Commissioner Thompson seconded the motion.  
The motion carried 3 to 0. **Order #641-2025**

18. Second Reading: Contingency Funding – Mary Lee Johnston Community Learning Center – First Read 12.16.25

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the attached Agreement for Contingency Funding between the Boone County Children’s Services Board and Mary Lee Johnston Community Learning Center. It is further ordered the Presiding Commissioner is hereby authorized to sign said Agreement.

Commissioner Aldred seconded the motion.  
The motion carried 3 to 0. **Order #642-2025**

### **Commission**

19. Second Reading: Approving and authorizing the issuance of the Chapter 100 bonds and related documents for Kraft-Heinz – First Read 12.16.25

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve a plan for an industrial development project for Kraft Heinz Foods Company, consisting of the construction of real property improvements and the acquisition and installation of certain equipment; authorizing Boone County, Missouri, to issue its Taxable Industrial Development Revenue Bonds (Kraft Heinz Food Company Project), Series 2025, in a principal amount not to exceed \$95,000,000 to finance the costs of such project; authorizing and approving certain documents including the attached Order; and authorizing certain other actions in connection with the issuance of the bonds.

The Presiding Commissioner is authorized to execute documents necessary to effectuate this Order.

Commissioner Thompson seconded the motion.  
The motion carried 3 to 0. **Order #643-2025**

20. Public Comment

None

21. Commissioner Reports

Commissioner Thompson stated Boone County had a weather event earlier today including high winds and sideways rain. Commissioner Thompson stated Centralia probably got the brunt of it, having a tree land on one person's house and power poles snapped in two. Commissioner Thompson stated she spoke with the Hallsville City Administrator and was told all is well and under control and the City Administrator had been in contact with Chris Kelley, Boone County's Director of Emergency Management.

Attest:



Brianna L. Lennon  
Clerk of the County Commission



Kip Kendrick  
Presiding Commissioner



Justin Aldred  
District I Commissioner



Janet M. Thompson  
District II Commissioner