

TERM OF COMMISSION: January Session of the January Adjourned Term

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

PRESENT WERE: Presiding Commissioner Kip Kendrick
District I Commissioner Justin Aldred
District II Commissioner Janet Thompson
Director of Emergency Management Chris Kelley
Director of IT Julia Lutz
Sheriff Dwayne Carey
Buyer Brijanna Purdy
Senior Buyer Amy Gerskin
Director of Purchasing Melinda Bobbitt
Deputy County Clerk III Jodi Vanskike

Conference Call Information:

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

The meeting was called to order at 9:30 a.m. and roll call was taken.

Emergency Management

1. First Reading: Budget Amendment - Department 2101 - LEPC- 26HZMT Grant

Director of Emergency Management Chris Kelley stated the award for this grant was approved by Commission Order 644-2025. Director Kelley stated they have received the money to move forward with the purchase of two gas monitors, which have a cost per unit of \$21,411 for a total cost of \$42,822.20. Director Kelley requested to move the funds from one classification to a

different classification; once that is done, they will work with the County Legal Department to draft an agreement.

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.

IT

2. First Reading: Request to Purchase Technology-Related Items for FY26

Director of IT Julia Lutz read the following memo:

The purpose of this request is to seek administrative authority for the Information Technology Department to purchase technology-related items in FY2026 as follows:

Part 1 – Request to extend authority for the IT Department to purchase from cooperative agreements for fiscal year 2026. The Department’s authority expired on 12/31/25. Samples of cooperative agreements include the State of Missouri’s CDW-G (Computer Discount Warehouse-Government), NACo (National Association of Counties), and NASPO ValuePoint. This request has been presented to and approved by the County Commission since 2003.

Part 2 – Request to extend authority for the IT Department to use the “Unanticipated Emergency Hardware” funding to replace existing technology items that fail and are not cost-effective to repair for the following Cost Centers:

1172	92301	ALL	Unanticipated Emergency Hardware	\$5,000
2708	92301	JC/OEM	Unanticipated Emergency Hardware	\$5,000
2012	92301	Assessor	Unanticipated Emergency Hardware	\$2,500
2083	92301	RM/R&B	Unanticipated Emergency Hardware	\$2,000
6107	92301	FM	Unanticipated Emergency Hardware	\$2,000

This authority would cover equipment within the budgeted amount listed above without additional Commission review, allowing fewer technology interruptions for users and reducing the number of “spare” items on hand. This request has been made and approved since 2018.

Part 3 - Request to extend authority for the IT Department to use the “Unanticipated Emergency Hardware” and “Unanticipated Emergency Hardware <\$1000” to purchase assets, as needed, where the item’s total purchase price is less than \$1,000 for the following Cost Centers:

1172	23810	ALL	Unanticipated Emergency Hardware	\$2,500
1172	23830	ALL	Unanticipated Emergency Hardware <\$1000	\$5,000
2708	23830	JC/OEM	Unanticipated Emergency Hardware <\$1000	\$5,000
2012	23830	Assessor	Unanticipated Emergency Hardware <\$1000	\$2,500
2083	23830	RM/R&B	Unanticipated Emergency Hardware <\$1000	\$1,500
6107	23830	FM	Unanticipated Emergency Hardware <\$1000	\$1,500

This authority would cover equipment within the budgeted amount listed above without additional Commission review, allowing fewer technology interruptions for users. These purchases should not have annual operating expenses or licenses. Monitors are the best example of this need. This request has been made and approved since 2018.

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.

3. Second Reading: Budget Revision - Department 6501 - Childcare Center IT Hardware and Software - to Establish Budget for Mitel Licenses – First Read 01.08.26

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the attached Budget Revision for Department 6501 to establish a budget for Mitel Licenses for the Childcare Center.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #20-2026**

Boone County Treasurer

4. Second Reading: 2024 Tax Surplus Claim - Heather DeMian - Parcel :16-216-00-01-032.00 – First Read 01.08.26

Commissioner Thompson moved now on this day, the Boone County Commission takes up the disposition of the 2024 tax sale surplus relating to Parcel 16-216-00-01-032.00, which had an owner of record at the time of the tax sale named Heather DeMian:

Pursuant to RSMo §140.230, the Commission is authorized to approve claims for any tax sale surplus being held by the County Treasurer associated with the County Collector’s annual tax sale as part of a redemption or to claimants after the expiration of the applicable redemption period. In this instance, the Collector’s Deed was issued on 10/02/2025 (recorded at Book 6058, Page 38 Boone County records) which ended the defeasible right to redeem under RSMo §140.340 and began the 90-day claims period contemplated in RSMo §140.230.2. No claims have been received. The owner of record at the time of the sale has applied for the surplus. The documentation which supports this claim is made a part of this record. The application of the Claimant to the County Treasurer for the surplus funds is timely.

The County Treasurer, based upon the documents presented to her office and made a part of this record, is satisfied Heather DeMian is entitled as the owner of record at the time of the sale to the total surplus of \$14,651.73.

NOW, THEREFORE, upon the recommendation of the County Treasurer and the evidence made a part of this record, the County Commission hereby approves the application for surplus from the owner of record and directs the payment \$14,651.73 per the surplus application to Heather DeMian, 1604 Breman Ave, Granite City, IL 62040.

Commissioner Aldred seconded the motion.
The motion carried 3 to 0. **Order #21-2026**

5. Second Reading: 2024 Tax Surplus Claim - Kimberly M. Burns - Parcel :03-112-00-01-041.00 – First Read 01.08.26

Commissioner Aldred moved now on this day, the Boone County Commission takes up the disposition of the 2024 tax sale surplus relating to Parcel 03-112-00-01-041.00, which had an owner of record at the time of the tax sale named Kimberly M. Burns:

Pursuant to RSMo §140.230, the Commission is authorized to approve claims for any tax sale surplus being held by the County Treasurer associated with the County Collector’s annual tax sale as part of a redemption or to claimants following 90 days after the expiration of the applicable redemption period. In this instance, the Collector’s Deed was issued on 10/2/2025 (recorded at Book 6058, Page 36 Boone County records) which ended the defeasible right to redeem under RSMo §140.340 and began the 90-day claims period contemplated in RSMo

§140.230.2. One claim has been received from the Dawson Family Trust. The Claimant, Dawson Family Trust, is the holder of the Deed of Trust on the subject property recorded at Book 4677, Page 30 Boone County Records, with a total amount outstanding in excess of the available surplus funds. The documentation which supports this claim is made a part of this record. The application of the Claimant to the County Treasurer for the surplus funds is timely.

The County Treasurer, based upon the documents presented to her office and made a part of this record, is satisfied that Mary E. Dawson, Trustee of the Dawson Family Trust dated January 27, 1998, is entitled as claimant to the total surplus of \$737.16.

NOW, THEREFORE, upon the recommendation of the County Treasurer and the evidence made a part of this record, the County Commission hereby approves the claim of claimant Mary E. Dawson, Trustee of the Dawson Family Trust dated January 27, 1998, and directs the payment \$737.16 per the Trust's Surplus Application to Mary E. Dawson, Trustee, 305 E. Proctor St., Sturgeon, MO 65284.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #22-2026**

Boone County Sheriff's Office

6. First and Second Reading: Cooperative Agreement with Callaway County Mid-Missouri Sheriffs' Association

Sheriff Dwayne Carey stated this is just an expansion of the training they offer at the Training Center, which gives sheriffs the opportunity to take advantage of the Training Center so they can also receive local quality training.

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the attached Cooperative Agreement between Boone County and Callaway County for the creation of the Mid-Missouri Sheriffs' Association.

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

Commissioner Kendrick seconded the motion; Commissioner Thompson abstained.

The motion carried 2 to 0. **Order #23-2026**

Purchasing

7. First Reading: Surplus Disposal

Buyer Brijanna Purdy read the following memo:

The Purchasing Department 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.

	Asset #	Description	Make & Model	Department	Condition of Asset
1.	9849	Large Vertical Carousel File Cabinet	NA	County Clerk	Recycle into scrap metal
2.	9850	Large Vertical Carousel File Cabinet	NA	County Clerk	Recycle into scrap metal
3.	9852	Large Vertical Carousel File Cabinet	NA	County Clerk	Recycle into scrap metal
4.	10308	Microfilm Storage Cabinet	NA	County Clerk	Fair
5.	NA	Misc Disposals (see attached list)	NA	IT	No Longer Needed/ Fair/Electronics will be disposed of through MRC while the rest is auctioned on GovDeals
6.	NA	Misc Disposals (see attached list)	NA	JJC	Broken/No Longer Needed/the dishwasher trays will be auctioned on Govdeals
7.	NA	Two small desks, conference table, four chairs, round table, square table, tall filing cabinet, bookcase, one-way screen panel	NA	Community Services	Fair

8.	10308	Microfilm Storage Cabinet	NA	County Clerk	Fair
9.	NA	Misc Disposals (see attached list)	NA	JJC	Trashed

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.

- 8. First Reading: Award of C001005 (26-05-0214) Technology Procurement Program - C3 Pathways Counterstrike Training for Boone County Office of Emergency Management

Buyer Brijanna Purdy read the following memo:

Boone County Office of Emergency Management requests permission to use the North Carolina Sheriffs' Association Cooperative Contract 26-05-0214, which results in the award of County Contract # COO 1005, to purchase specialized training services from C3 Pathways, Inc. of Oviedo, Florida. The initial purchase is for Active Shooter Incident Management and Advanced Training.

The Active Shooter Incident Management and Advanced Training is a three-day comprehensive course using C3 Pathways' ASIM Checklist integrated response process, including 11 full-scale exercises appropriate for all ranks of law enforcement, fire, EMS, and dispatch personnel.

This is a Term and Supply contract. The initial purchase of the Active Shooter Incident course described above is \$62,613. Payment will reference Departments 2702 - Emergency Management Operations, Account 71101 - Professional Services.

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: Amendment #5 to Contract C000363 (CT211966001) - Idemia Live Scan Application Maintenance & Support for the Boone County Sheriff's Office

Senior Buyer Amy Gerskin read the following memo:

Purchasing requests approval for Amendment #5 to Contract C000363, cooperative Contract CT211966001, for Idemia Livescan Application Maintenance and Support with Idemia Identity & Security USA LLC of Bedford, Massachusetts.

The contract is used by the Boone County Sheriff's Office. The original contract was established December 23, 2021, through Commission Order 525-2021. Amendment #5 incorporates new renewal agreements for the RMS Interface and one (1) Live Scan with printer for the 2025-2026 license period.

Payment will reference this coding:

- 1228 - General Fund Sheriff/Detention Administration / 60050 -Equipment Service
- Contract: \$4,027

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. First and Second Reading: Acknowledgement of bid responses received from Request for Bid #32-11DEC25 – Salt Storage Facility Improvements at Boone County Road & Bridge

Director of Purchasing Melinda Bobbitt read the following memo:

BID TABULATION: 32-11DEC25 - Salt Storage Facility Improvements at Boone County Road & Bridge			
<u>Description</u>	SES Construction, LLC - withdrew bid	Professional Contractors & Engineers Inc. (PCE Construction)	Prost Builders Inc.
To construct the work for the Base Bid lump sum		\$571,000	\$589,000
Alternate Bid #1 - Provide cleaning, preparation, and painting of steel structure in rooms Drive-Thru #102 and Brine Tank Area #103. This is an additive alternate to the Base Bid.		\$30,000	\$30,500

Alternate Bid #2 - Provide additional electrical and lighting work in rooms Drive-Thru #102 and Brine Tank Area #103. This is an additive alternate to the Base Bid.		\$16,000	\$14,000
Base Bid - Time of Completion - Calendar Days		120	240
Alternate #1 - Time of Completion - Add Calendar Days		20	10
Alternate #2 - Time of Completion - Add Calendar Days		0	0
Steel Wall Girt Removal and Replacement. Unit: L.F.	<u>Add</u> / <u>Deduct</u>	Add: \$90 Deduct: \$0.00	Add: \$20 Deduct: \$16
Steel Roof Purlin Removal and Replacement. Unit: L.F.	<u>Add</u> / <u>Deduct</u>	Add: \$110 Deduct: \$0.00	Add: \$22 Deduct: \$18
Metal Wall Panel Removal and Replacement. Unit: S.F.	<u>Add</u> / <u>Deduct</u>	Add: \$25 Deduct: \$20.10	Add: \$11 Deduct: \$9
Metal Roof Panel Removal and Replacement. Unit: S.F.	<u>Add</u> / <u>Deduct</u>	Add: \$23 Deduct: \$19.87	Add: \$12 Deduct: \$10
Concrete Patching. Unit: Cu.In.	<u>Add</u> / <u>Deduct</u>	Add: \$0.40 Deduct: \$0.35	Add: \$1 Deduct: \$0.80

Concrete Crack Repair. Unit: L.F.	<u>Add</u> / <u>Deduct</u>	Add: \$100 Deduct: \$90	Add: \$20 Deduct: \$16
Cleaning, Preparing, & Painting Steel Structure. Unit: S.F.	<u>Add</u> / <u>Deduct</u>	Add: \$22 Deduct: \$18	Add: \$22 Deduct: \$18
Steel Fabrication			\$12,000
Steel Erection			\$110,000
Metal Panels			\$50,000
Electrical			Included with lighting
Lighting			\$25,000
Painting			\$90,000
Sheet Metal			\$20,000
Doors & Hardware			\$13,000
Acknowledge Addenda		Yes	Yes
List of Subcontractors attached?		Chillicothe (steel); A&H (steel erector); Central MO Glass (doors); Brick City (painting); Missouri Builders (sheet metal); Kaiser (electrical)	Pro Construction Services; Central MO Glass; Jeffries Electrical; Brick City Painting
Project Manager and Field Superintendent		Project Manager: Brian Dennison; Superintendent: Jamie	Project Manager: Jason Bias; Superintendent: Jason Hurley or Chris Windsor

		Armontrout	
Work to be self-performed by Bidder?		Selective Demo; Rough Carpentry; Concrete Patching	General Requirements; Concrete Work
Bid Response		Yes	Yes
Bid Form		Yes	Yes
Debarment Certification Returned		Yes	Yes
Work Authorization Returned		Yes	Yes
Statement of Bidder's Qualifications Returned		Yes	Yes
Anti-Collusion Statement Returned		Yes	Yes
Signature and Identity of Bidder Returned		Yes	Yes
Bidder's Acknowledgment Returned		Yes	Yes
Bid Bond		Yes	Yes
Prior Experience / References		Yes	Yes

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby acknowledge the attached list of bid responses received for Bid #32-11DEC25 – Salt Storage Facility Improvements at Boone County Road & Bridge.

Commissioner Aldred seconded the motion.
The motion carried 3 to 0. **Order #24-2026**

11. First and Second Reading: Contracts and Amendments Signed by Purchasing Director for 4th quarter of fiscal year 2025

Director of Purchasing Melinda Bobbitt read the following memo:

Attached is the list of contracts and amendments that were awarded and signed by the Purchasing Director for the 4th quarter of fiscal year 2025.

The Notice of Awards that explains the justification for award is posted on our website under the Purchasing Department. The Bid Tabulation listing the Bidders/Offerors with pricing is also posted there. These contract documents have been added to the Boone County Clerk bid file.

<u>CONTRACTS</u>				
<u>Bid # / Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Award Amount</u>	
C001044 (28-02OCT25)	Fire Extinguisher Inspection and Maintenance	Korsmeyer Fire Protection LLC	Term & Supply	
C001046 (26-22SEP25)	HVAC Services - Primary Contractor	Harold G. Butzer	Term & Supply	
C001047 (26-22SEP25)	HVAC Services - Secondary Contractor	Air Systems, L.L.C.	Term & Supply	
C001048 (26-22SEP25)	HVAC Services - Tertiary Contractor	Environmental Engineering, Inc.	Term & Supply	
C001045 (27-24SEP25)	Guardrails - New Installation & Repair Services	James H. Drew	Term & Supply	
C001058 (29-21OCT25)	Alarm System Equipment, Monitoring, and Repair Services	Alarm Communications Center, inc.	Term & Supply	
<u>AMENDMENTS</u>				
<u>Amendment/Bid #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amendment Amount</u>	<u>Description</u>

27-18JUN24	Computer Hardware Maintenance & Repair Services	NPA Computers	\$82.50/month	Adds the maintenance of the large format printer/scanner in RM
02-31JAN24	Civil Construction Projects	CL Richardson	Term & Supply	10% renewal increase
C000999 (02-31MAR25)	Sodium Chloride	Independent Salt Company	Term & Supply	Adds City of Centralia to the contract
Amendment #2 to C000854 (30-14AUG24)	Fire Alarm and Suppression System Inspections, Testing, and Repairs	Tech Electronics	Term & Supply	Clarifies billing procedures

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby acknowledge the attached report documenting the contracts approved by the Purchasing Director as the County’s Purchasing Agent (as designated in Commission Order 114-2022) during the 4th quarter of fiscal year 2025.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #25-2026**

12. Second Reading: Approval of Vehicle Surplus Disposal for Sheriff's Office - First Read 01.08.26

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the attached list detailing the Vehicle Disposal for the Boone County Sheriff’s Office.

Commissioner Aldred seconded the motion.
The motion carried 3 to 0. **Order #26-2026**

Resource Management

13. Second Reading: Annual General Consultant Services Agreement(s) with A Civil Group, Allstate and Malicoat-Winslow – First Read 01.08.26

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the attached Annual General Consultant Services Agreement(s) with A Civil Group, Allstate and Malicoat-Winslow.

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

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #27-2026**

Commission

14. First and Second Reading: Board Reappointment – Health Trust Committee

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

Individual Name	Board Name	Reappointment	Term	Period
Brianna Lennon	Health Trust Committee	Reappointment	3 years	12-31-2025 through 12-31-2028
Jenna Redel	Health Trust Committee	Reappointment	3 years	12-31-2025 through 12-31-2028

Commissioner Aldred seconded the motion.
The motion carried 3 to 0. **Order #28-2026**

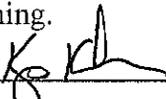
15. Public Comment

None

16. Commissioner Reports

Commissioner Thompson stated, last Saturday, the community had the opportunity to see the Sheriff’s Training Center up close and personal. Commissioner Thompson stated there were a lot of people, including Commissioner Aldred, who got to use the simulator. Commissioner Thompson stated it is an amazing campus with the opportunity to expand the kind of training that has been taking place over the last several years. Commissioner Thompson stated this has been a place at the forefront of CIT training and certainly K-9 training.

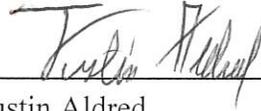
Attest:



Kip Kendrick
Presiding Commissioner



Brianna L. Lennon
Clerk of the County Commission



Justin Aldred
District I Commissioner



Janet M. Thompson
District II Commissioner

I just wanted to thank all of you for the great discussion last week about this topic. As you know, this is just an expansion of the training we have in place at the Training Center. This gives sheriffs the opportunity to take advantage of the Training Center, so they too can receive quality training.