

COMMISSIONERS PROCEEDINGS 1

**BOARD OF COUNTY COMMISSIONERS
Minutes of Meeting
December 15, 2015**

The Board of Morgan County Commissioners met on Tuesday, December 15, 2015 at 9:14 a.m. with Chairman Brian McCracken, Commissioner Laura Teague and Commissioner James Zwetzig in attendance.

CONSENT AGENDA

Ratify the Board of County Commissioners approval of Minutes dated December 8, 2015
Ratify the Board of County Commissioners approval of Warrants for the month of November 2015
Ratify Chairman Brian McCracken's signature on Veterans Affairs Monthly Report for the month of November 2015
Ratify Commissioner Laura Teague's signature on Project Completion letters dated December 7, 2015 in reference to Project No. ER C150-005
Ratify Chairman Brian McCracken's signature on Victim Assistance and Law Enforcement (Vale) Statement of Grant Award Contract dated December 8, 2015
Ratify Chairman Brian McCracken's signature on DHS County Merit Certification dated December 8, 2015
Ratify the Board of County Commissioners approval of Contract 2015 CNT 207, CMS Mechanical Services, Inc., Repairs Administration Building, Term of Contract December 7, 2015 until completed
Ratify the Board of County Commissioners approval of Contract 2015 CNT 208, Safety Systems, Building/Maintenance Department, Term of Contract December 7, 2015 until completed
Ratify the Board of County Commissioners approval of Contract 2015 CNT 209, Quad County Plumbing and Heating, Repairs Justice Center, Term of Contract November 30, 2015 until completed

Commissioner Zwetzig made a motion to approve all items on the Consent Agenda as presented. Commissioner Teague seconded the motion and motion carried 3-0.

GENERAL BUSINESS AND ADMINISTRATIVE ITEMS

Consideration of Approval – RESOLUTION – 2015 BCC 30 – Adopt the 2016 Budget

RESOLUTION 2015 BCC 30

RESOLUTION TO ADOPT BUDGET

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND ADOPTING A BUDGET FOR MORGAN COUNTY, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2016, AND ENDING ON THE LAST DAY OF DECEMBER 2016.

WHEREAS, the Board of County Commissioners of Morgan County has appointed Budget Officer, Michelle Covelli, to prepare and submit the proposed budget to said governing body at the proper time, and;

WHEREAS, Budget Officer, Michelle Covelli, has submitted the proposed budget to this governing body on October 15, 2015, for its consideration, and;

WHEREAS, upon due and proper notice, published and posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on November 10, 2015, and interested taxpayers were given the opportunity to file or register any objection to said proposed budget, and;

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS of the County of Morgan, Colorado:

Section 1. That estimated expenditures for each fund are as follows:

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Fund	Expenditures
General Fund	\$ 13,198,300
Special Revenue Funds	
Road and Bridge Fund	10,405,416
Social Services Fund	5,167,596
911 Emergency Telephone Fund	808,200
Lodging Tourism Tax Fund	231,700
Conservation Trust Fund	498,000
Confiscation Seizure Fund	10,000
Capital Improvement Fund	
Jail Capital Improvement Fund	100,000
Enterprise Funds	
Ambulance Service Fund	1,562,523
Solid Waste Management Fund	1,734,360
Central Services Fund	6,160,512
Totals	\$ 39,876,607

Section 2. That estimated revenues for each fund are as follows:

Fund	From			Total
	From <To> Fund Balance	Sources Other Than General Property Tax	From Property Tax	
General	\$ (1,225,055)	\$ 3,882,956	\$ 10,540,399	\$ 13,198,300
Special Revenue				
Road and Bridge	3,071,219	3,843,643	3,490,554	10,405,416
Social Services	206,501	3,887,079	1,074,016	5,167,596
911 Emergency Telephone	538,600	269,600	0	808,200
Lodging Tourism Tax	81,700	150,000	0	231,700
Conservation Trust	400,500	97,500	0	498,000
Confiscation Seizure Fund	0	10,000	0	10,000
Jail Capital Improvement	(90,000)	190,000	0	100,000
Enterprise Funds				
Ambulance Service Fund	125,823	1,436,700	0	1,562,523
Solid Waste Management	962,170	772,190	0	1,734,360
Central Services	2,406,912	3,753,600	0	6,160,512
Totals	\$ 6,478,370	\$ 18,293,268	\$ 15,104,969	\$ 39,876,607

Section 3. That the budget as submitted, amended, and hereinabove summarized by fund, hereby is approved and adopted as the budget of the County of Morgan for the year stated above.

Section 4. That the budget hereby approved and adopted shall be signed by the Morgan County Board of Commissioners and made a part of the public records of the County.

ADOPTED, this 15th day of December AD 2015.

**THE BOARD OF COUNTY COMMISSIONERS
MORGAN COUNTY, COLORADO**

s/ Brian K. McCracken
Brian K. McCracken, Chairman

s/Laura D. Teague
Laura D. Teague, Commissioner

s/ James P. Zwetzig
James P. Zwetzig, Commissioner

(SEAL)
ATTEST:

s/ Susan L. Bailey
Susan L. Bailey, Clerk to the Board

Morgan County Finance Director Michelle Covelli presented to the Board for approval, Resolution 2015 BCC 30, a Resolution to Adopt the 2016 Budget. Ms. Covelli stated this resolution is to adopt the 2016 budget. She stated a preliminary budget was provided to the Commissioners in October and a public hearing was held. She stated the total 2016 budget as being \$39,876,607.00. She further read aloud the individual fund totals as reflected in the resolution. She stated the budget is balanced explaining there is revenue from property taxes and other outside sources to cover these expenditures. Commissioner Teague noted that during the initial budget discussion the Board

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had not decided as to how to handle the employee salary structure but have now agreed to allow for a five percent salary increase which is a total of about \$504,000.00 explaining that with the increase in health insurance benefits, the County will be expending close to three quarter of a million dollars in salary and benefit increases. Further discussion followed in regards to the need to provide the necessary services and maintain the appropriate employee base in an attempt to meet market salary and benefit costs.

Commissioner Teague made a motion to approve Resolution 2015 BCC 30, a Resolution to Adopt the 2016 Budget, as outlined by Morgan County Finance Director Michelle Covelli. Commissioner Zwetzig seconded the motion and motion carried 3-0.

Consideration of Approval – RESOLUTION – 2015 BCC 31 – Set Mill Levies

RESOLUTION 2015 BCC 31

RESOLUTION TO SET MILL LEVIES

A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2015, TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE COUNTY OF MORGAN, COLORADO, FOR THE 2016 BUDGET YEAR.

WHEREAS, the Board of County Commissioners of the County of Morgan has adopted the annual budget in accordance with the Local Government Budget Law, on December 15, 2015, and;

WHEREAS, the amount of money necessary to balance the budget for the general operating purposes (General Fund) is \$10,540,399 and;

WHEREAS, the amount of money necessary to balance the budget for Road and Bridge Fund is \$3,490,554, and;

WHEREAS, the amount of money necessary to balance the budget for Social Services Fund is \$1,074,016, and;

WHEREAS, the 2015 valuation for assessment for the County of Morgan as certified by the County Assessor is \$537,008,280.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF MORGAN, COLORADO:

Section 1. That for the purpose of meeting all general operating and other expenses of General Fund of the County of Morgan during the 2016 budget year, there is hereby levied a tax of 19.628 mills upon each dollar of the total valuation for assessment of all taxable property within the County for the year 2015.

Section 2. That for the purpose of meeting all operating and other expenses of the Road and Bridge Fund of the County of Morgan during the 2016 budget year, there is hereby levied a tax of 6.500 mills upon each dollar of the total valuation for assessment of all taxable property within the County for the year 2015.

Section 3. That for the purpose of meeting all operating and other expenses of the Social Services Fund of the County of Morgan during the 2016 budget year, there is hereby levied a tax of 2.000 mills upon each dollar of the total valuation for assessment of all taxable property within the County for the year 2015.

Section 4. That the Budget Officer is hereby authorized and directed to immediately certify to the County Commissioners of Morgan County, Colorado, the mill levies for the County of Morgan as herein above determined and set.

ADOPTED, this 15th Day of December AD 2015

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**THE BOARD OF COUNTY COMMISSIONERS
MORGAN COUNTY, COLORADO**

s/ Brian K. McCracken
Brian K. McCracken, Chairman

s/Laura D. Teague
Laura D. Teague, Commissioner

s/ James P. Zwetzig
James P. Zwetzig, Commissioner

(SEAL)

ATTEST:

s/ Susan L. Bailey
Susan L. Bailey, Clerk to the Board

Morgan County Finance Director Michelle Covelli presented to the Board for approval, Resolution 2015 BCC 31, a Resolution to Set Mill Levies. Ms. Covelli stated this resolution will set the 2015 mill levies to fund the 2016 budget. She read aloud a portion of the resolution to the Board outlining the amounts necessary for property taxes and reflects the amount of mills necessary to certify. She further indicated the County will be taking a temporary tax credit this year as well. She stated the mill levy on the general fund will be 19.628 with a temporary tax credit of .820, a mill levy of 6.500 mills for the road and bridge fund and a 2.00 mill levy on the Social Services Fund. Commissioner Zwetzig stated there are numerous infrastructure needs in the County which are not always covered given the allowable property tax revenues that can be retained, explaining that the taxpayers have spoken and wish it to be funded in the manner that it is which has resulted in the temporary tax credit for this upcoming year.

Commissioner Zwetzig made a motion to approve Resolution 2015 BCC 31, a Resolution to Set Mill Levies, as outlined by Morgan County Finance Director Michelle Covelli with the correction to be made as to whom the Chairman is at this time. Commissioner Teague seconded the motion and motion carried 3-0.

Consideration of Approval – RESOLUTION – 2015 BCC 32 – Appropriate Sums of Money

RESOLUTION 2015 BCC 32

RESOLUTION TO APPROPRIATE SUMS OF MONEY

A RESOLUTION APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNT AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE COUNTY OF MORGAN, COLORADO FOR THE 2016 BUDGET YEAR.

WHEREAS, the Board of County Commissioners of Morgan County has adopted the annual budget in accordance with the Local Government Budget Law, on December 15, 2015 and;

WHEREAS, the Board of County Commissioners had made provision therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget, and;

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, so as not to impair the operations of the County.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS of the County of Morgan, Colorado:

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That the following sums are hereby appropriated from the revenue of each fund, to each fund, for the purposes stated:

Fund	Current Operating Expenses	Capital Outlay	Total Expenditures
General	\$ 12,948,300	\$ 250,000	\$ 13,198,300
Special Revenue			
Road and Bridge	6,744,416	3,661,000	10,405,416
Social Services	5,147,596	20,000	5,167,596
911 Emergency Telephone	438,200	370,000	808,200
Lodging Tourism Tax	231,700	0	231,700
Conservation Trust	68,000	430,000	498,000
Confiscation Seizure Fund	10,000	0	10,000
Capital Improvement Fund			
Jail Capital Improvement	100,000	0	100,000
Enterprise Funds			
Ambulance Service Fund	1,162,523	400,000	1,562,523
Solid Waste Management	1,004,812	729,548	1,734,360
Central Services	3,085,512	3,075,000	6,160,512
Totals	\$ 30,941,059	\$ 8,935,548	\$ 39,876,607

ADOPTED, this 15th Day of December AD 2015

**THE BOARD OF COUNTY COMMISSIONERS
MORGAN COUNTY, COLORADO**

s/ Brian K. McCracken
Brian K. McCracken, Chairman

s/Laura D. Teague
Laura D. Teague, Commissioner

s/ James P. Zwetzig
James P. Zwetzig, Commissioner

(SEAL)
ATTEST:

s/ Susan L. Bailey
Susan L. Bailey, Clerk to the Board

Morgan County Finance Director Michelle Covelli presented to the Board for approval, Resolution 2015 BCC 32, a Resolution to Appropriate Sums of Money. Ms. Covelli explained this resolution appropriates the sums of money allowing the County to expend the money in each fund and outlined the resolution presented.

Commissioner Teague made a motion to approve Resolution 2015 BCC 32, a Resolution to Appropriate Sums of Money, as outlined by Morgan County Finance Director Michelle Covelli. Commissioner Zwetzig seconded the motion and motion carried 3-0.

Commissioner Zwetzig stated the way the sums have been appropriated the County will be spending an aggressive amount on the County's roads and bridges and provide for detail for accounting of fund balances above targeted reserves.

Consideration of Approval – 2015 PMT 41 – Morgan County Quality Water District

Morgan County Road Supervisor John Goodman presented to the Board for approval, Right of Way Permit 2015 PMT 41, with Morgan County Quality Water. Mr. Goodman stated this right of way permit is for the purpose of installation of a new water service with a bore crossing. He stated they will be crossing Morgan County Road 24 from the west side to the east side, approximately 5,515 feet north of Morgan County Road W, Morgan County, Colorado. Mr. Goodman stated he has completed the necessary inspection and all fees are attached in the amount of \$150.00.

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Commissioner Teague made a motion to approve Permit 2015 PMT41 with Morgan County Quality Water as outlined in the narrative of the permit document and presented by Mr. Goodman and authorized the Chair to sign and noted the fees are attached. Commissioner Zwetzig seconded the motion and motion carried 3-0.

Consideration of Approval – 2015 PMT 42 – Century Link, Inc.

Morgan County Road Supervisor John Goodman presented to the Board for approval, Right of Way Permit 2015 PMT 42, with Century Link, Inc. Mr. Goodman stated this right of way permit is for the purpose of installation of 25 pair cable service with a bore crossing. He stated they will be starting at the south west corner of Highway 34 and Morgan County Road 22.5. Bore 80' parallel to Morgan County Road 22.5 on the west side for a distance of approximately 1305 feet ending on the east side of Morgan County Road 22.5 between Highway 34 and Morgan County Road R, just north of the railroad tracks, Morgan County, Colorado. Mr. Goodman stated he has completed the necessary inspection and all fees are attached in the amount of \$288.50.

Commissioner Zwetzig made a motion to approve Permit 2015 PMT 42 with Century Link, Inc. as outlined in the narrative of the permit document and presented by Mr. Goodman and authorized the Chair to sign and noted the fees are attached. Commissioner Teague seconded the motion and motion carried 3-0.

Commissioner Zwetzig asked Mr. Goodman if there are any existing lines in this right of way area which are being abandoned with Mr. Goodman stating he does not believe so. Discussion followed as to when it may be necessary or in the best interest of the County to have existing lines or infrastructure removed from the right of way when new lines or infrastructure is installed when advisable and Commissioner Zwetzig stated he would like to see the right of way permit application be revised to indicate the County's needs regarding this matter.

Consideration of Approval – 2015 PMT 43 – Wiggins Telephone Association

Morgan County Road Supervisor John Goodman presented to the Board for approval, Right of Way Permit 2015 PMT 43, with Wiggins Telephone Association. Mr. Goodman stated this right of way permit is for the purpose of installation of new fiber (1 ¼ orange conduit) service with a bore crossing. He stated they will begin approximately 3610 feet east of Highway 52 on Morgan County Road Q at existing vault labeled B/21 in Section 13 R60W T3N. Service will be placed from that location west approximately 870 feet on the south side of Morgan County Road Q then will continue under Morgan County Road Q in a bore to 5515 Morgan County Road Q, Morgan County, Colorado. Mr. Goodman stated he has completed the necessary inspection and all fees are attached in the amount of \$237.00.

Commissioner Zwetzig made a motion to approve Permit 2015 PMT 43 with Wiggins Telephone Association as outlined in the permit document and as presented by Mr. Goodman and authorized the Chair to sign and noted the fees are attached. Commissioner Teague seconded the motion and motion carried 3-0.

Commissioner Zwetzig noted that Wiggins Telephone Association continues to provide additional formerly unserved broadband services to residents in Morgan County.

Consideration of Approval – BID AWARD – 2015-1210 Stationery Bid

Morgan County Administrative Services Manager Tracy Amen presented to the Board for approval, the 2015-1210 Stationery Bid Award. Ms. Amen stated they received two bids one from Impressions by Bird in the amount of \$22,548.00 and the second one from Commercial Printers in the amount of \$23,505.00. Ms. Amen stated these bids were opened on December 10, 2015. Ms. Amen recommended on past history and references the Board award this bid to Impressions by Bird in the amount of \$22,548.00.

Commissioner Teague made a motion to approve award the 2015-1210 Stationery Bid Award in the amount of \$22,548.00 to Impressions by Bird as recommended by Ms. Amen noting they have submitted the lowest bid and have provided excellent services in the past. Commissioner Teague authorized the Administrative Services Manager to execute the necessary contract to be ratified at a later date. Commissioner Zwetzig seconded the motion and motion carried 3-0.

Consideration of Approval – BID AWARD – 2015-1210 Fort Morgan 18 Acre Farm

Morgan County Administrative Services Manager Tracy Amen presented to the Board for approval, the 2015-1210 Fort Morgan 18 Acre Farm. Ms. Amen stated that they received only one bid from Douglas Chalk in the amount of \$50.00 per acre for a total of \$900.00. The term of the lease is from January 1, 2016 thru December 31, 2016. Ms. Amen stated this bid was opened on December 10, 2015. Ms. Amen recommended the Board award the bid to Douglas Chalk as submitted. Commissioner Zwetzig asked if this is a renewal or a new contract with Ms. Amen stating this will be a new contract for a term of five years with automatic renewal annually.

Commissioner Zwetzig made a motion to approve award the 2015-1210 Fort Morgan 18 Acre Farm Bid Award in the amount of \$50.00 per acre for a total of \$900.00 to Douglas Chalk as recommended by Ms. Amen and authorized the Administrative Services Manager to execute the necessary contract to be ratified at a later date. Commissioner Teague seconded the motion and motion carried 3-0.

Consideration of Approval – BID AWARD – 2015-1210 Jackson Lake Water (1) Share

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Morgan County Administrative Services Manager Tracy Amen presented to the Board for approval, the 2015-1210 Jackson Lake Water (1) Share. Ms. Amen stated that they received only one bid from Fort Morgan Water Company, Ltd in the amount of \$500.00. The term of the lease is from January 1, 2016 thru December 31, 2016. Ms. Amen stated this bid was opened on December 10, 2015. She further recommended the Board to award the bid to Fort Morgan Water Company, Ltd. as submitted.

Commissioner Teague made a motion to approve award the 2015-1210 Jackson Lake Water (1) Share Bid Award in the amount of \$500.00 to Fort Morgan Water Company, Ltd as recommended by Ms. Amen and authorized the Administrative Services Manager to execute the necessary contract to be ratified at a later date. Commissioner Zwetzig seconded the motion and motion carried 3-0.

Consideration of Approval – BID AWARD – 2015-1210 Weldon Valley 38 Acre Farm

Morgan County Administrative Services Manager Tracy Amen presented to the Board for approval, the 2015-1210 Weldon Valley 38 Acre Farm. Ms. Amen stated that they received only one bid from Lorenzini Farms in the amount of \$131/acre for a total of \$4,978.00. The term of the lease is from January 1, 2016 thru December 31, 2016. Ms. Amen stated this bid was opened on December 10, 2015. She further recommended the Board to award the bid to Lorenzini Farms as submitted. She stated this will also be a contract that will have the five year term with the ability to automatically renew annually.

Commissioner Zwetzig made a motion to approve award the 2015-1210 Weldon Valley 38 Acre Farm Bid Award in the amount of \$131/acre for a total of \$4,978.00 to Lorenzini Farms as recommended by Ms. Amen and authorized the Administrative Services Manager to execute the necessary contract to be ratified at a later date. Commissioner Teague seconded the motion and motion carried 3-0.

COUNTY OFFICIAL AND DEPARTMENT HEAD REPORTS

Commissioners reviewed the calendar dated December 11, 2015 through December 22, 2015 with changes.

UNFINISHED BUSINESS

There was no unfinished business.

CITIZEN'S COMMENT

Thomas Martinez, Fort Morgan Times, asked about the five percent salary increase being approved for the 2016 budget. Commissioner Teague stated they have taken five percent of the salary base and employees will be provided an increase from that total amount indicating the Board is trying to correct their salary structure and employees will receive different amounts to bring their salary to a marketable amount.

Being no further business, the meeting was adjourned at 9:43 a.m.

Respectfully Submitted,
Susan L. Bailey
Clerk to the Board

(Minutes ratified December 22, 2015)

THE BOARD OF COUNTY COMMISSIONERS MORGAN COUNTY, COLORADO

s/ Brian K. McCracken
Brian K. McCracken, Chairman

s/Laura D. Teague
Laura D. Teague, Commissioner

s/ James P. Zwetzig
James P. Zwetzig, Commissioner

(SEAL)
ATTEST:

s/ Susan L. Bailey
Susan L. Bailey, Clerk to the Board