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BOARD OF COUNTY COMMISSIONERS Minutes of Meeting February 9, 2016

The Board of Morgan County Commissioners met on Tuesday, February 9, 2016 at 9:00 a.m. with Chair Laura Teague and Commissioner James Zwetzig in attendance with Commissioner Brian McCracken absent. Chair Laura Teague called the meeting to order and asked Morgan County Department of Human Services Administrative Assistant Jana Sena to lead the meeting in the Pledge of Allegiance to the Flag.

CONSENT AGENDA

- Ratify Chair Laura Teague's signature on Grant Application 2016 GRA 001, State EMS Grant Sprinter Van, dated February 4, 2016
- Ratify Chair Laura Teague's signature on Grant Application 2016 GRA 002, State EMS Grant Tough Book Laptops, dated February 4, 2016
- Ratify the Board of County Commissioners approval of Contract 2016 CNT 023, Nicole Alexander, DHS, Term of Contract January 6, 2016 until completed
- Ratify the Board of County Commissioners approval of Contract 2016 CNT 024, Helene Wurth, DHS, Term of Contract January 14, 2016 until completed
- Ratify the Board of County Commissioners approval of Contract 2016 CNT 025, Transwest Truck Body Shop, Repairs Fleet Department, January 27, 2016 until completed
- Ratify the Board of County Commissioners approval of Contract 2016 CNT 026, Specialty Shoppe, Probation, December 31, 2015 until completed
- Ratify the Board of County Commissioners approval of Contract 2016 CNT 027, Dr. John Collins, Ambulance Department, Term of Contract January 1, 2016 to December 31, 2016
- Ratify Chair Laura Teague's signature on Stormwater Inspection Form dated February 1, 2016
- Ratify the Board of County Commissioners waiver of fees for fairgrounds Colorado Ag Water Alliance
- Ratify the Board of County Commissioners waiver of fees for fairgrounds CHS, Inc.
- Ratify the Board of County Commissioners waiver of fees for fairgrounds Fort Morgan Workforce Center
- Ratify the Board of County Commissioners approval of transfer of debtors to the State Collections Agency, Ambulance Clients #151320, #151322 and #151287
- Ratify the Board of County Commissioners approval of transfer of debtor to Wakefield & Associates, Ambulance Client #121880

Commissioner Zwetzig made a motion to approve all items on the Consent Agenda as presented. Chair Teague seconded the motion and motion carried 2-0.

At this time Chair Teague asked Ms. Valerie Hibbet, CEO/Administrator of the Northeastern Colorado Revolving Loan Fund, to provide an update to the Board. Ms. Hibbet introduced herself and stated she was present today to acquire the board's signatures on a Community Block Development Grant application which would make funding available to small businesses in the six surrounding counties. She provided information regarding the Community Block Development Grant as a non-profit 5013C since 1988, GAP financier, which provides financing to small businesses that may not qualify for traditional types of lending sources. She stated they also partner with banks further outlining those services. She also stated they have several different loan sources, one of those being the CDBG and the revolved dollars. The revolved dollars requirements are not as stringent as those requirements of the CDBG funding. She spoke of other programs that are available to communities for renovation projects explaining the maximum being \$10,000 at 3 percent interest for a 36 month term. She further summarized they typically work with capital equipment projects including furniture and renovation with the maximum loan term being seven years and stated they generally do not issue loans for real estate but can take it into consideration.

At this time, Ms. Hibbet presented the application to the Board for its review and signature. She indicated they are applying for \$500,000 for businesses in Northeastern Colorado. She highlighted a major milestone stating they have loaned \$25 million dollars last month to 480 businesses in our area creating over 2,300 jobs. The service area is Morgan, Logan, Phillips, Sedgwick, Washington and Yuma Counties.

Further discussion followed as to the numerous loans and loan amounts that have been issued in the past and explained the conditions of the application. She indicated the formula for each \$20,000 applied for requires the creation and retaining one job explaining that 51 percent of those jobs must be low to moderate income employment. For this specific application, for each \$100,000, she indicated they would be required to create five jobs and 2.6 percent would be low to moderate income level jobs.

She further summarized the following sections of the application, explaining on February 16, 2016 at 11:00 a.m. a public hearing will be held at the Yuma County Courthouse.

Ms. Hibbet stated that as per Section III, citizen participation of the plan, this application process was to be published in the Fort Morgan Times last Friday notifying the public. She further explained if someone would come for assistance, they should be referred to the local Small Business Development Center.

The lead agency for this grant application will be Yuma County. Commissioner Zwetzig asked if Yuma County will be receiving any administrative funding for this grant pass through with Ms. Hibbet stating they will not be, as her office will be taking care of the administrative needs of the grant.

At this time, Chair Teague stated the Board will review the application and consider it for next week's meeting and will make the determination if it will be placed on the general business or to be ratified due to the fact it was not publicly posted for this morning's meeting.

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Commissioner Zwetzig commented he would like to see the requirements be for higher paying jobs and not only require it to be low to moderate income paying jobs. Ms. Hibbet stated that is the requirement of this grant type.

Of the 25 million dollars loaned, 84 loans in Morgan County, totaling \$5,562,000.00, 511.5 jobs were created. An Auto Supply Company, a Dry Cleaner Company, a Fitness Center, a Drilling Company and an Auto Body Shop are the current loans she has at this time.

GENERAL BUSINESS AND ADMINISTRATIVE ITEMS

CONSIDERATION OF APPROVAL – RESOLUTION - 2016 BCC 007 – Authorizing the Closure of the Morgan County Clerk and Recorder’s Office for the 2016 General Election

MORGAN COUNTY, COLORADO BOARD OF COUNTY COMMISSIONERS

RESOLUTION NO. 2016 BCC007

A RESOLUTION AUTHORIZING THE CLOSURE OF THE MORGAN COUNTY CLERK AND RECORDER'S OFFICE FOR THE 2016 GENERAL ELECTION

NOW THEREFORE be it resolved by the Morgan County Board of County Commissioners as follows:

Section 1. The Morgan County Clerk and Recorder 's Office shall be closed on Tuesday, November 8, 2016, to allow for the efficient use of County staff to perform election-related duties during the 2016 General Election. Therefore, the Morgan County Clerk and Recorder’s Office will not be available to the public on November 8, 2016, for all purposes, including motor vehicle registrations and general recording activity. Normal business hours shall resume Wednesday, November 9, 2016 at 8:00 a.m.

APPROVED this 9th day of February, 2016

THE BOARD OF COUNTY COMMISSIONERS MORGAN COUNTY, COLORADO

s/ Laura D. Teague
Laura D. Teague, Chair

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

(SEAL)

ATTEST:

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

Morgan County Clerk and Recorder Susan Bailey presented to the Board for approval, Resolution 2016 BCC 007, a Resolution Authorizing the Closure of the Morgan County Clerk and Recorder’s Office for the 2016 general election. Ms. Bailey stated this resolution is for the Clerk and Recorder’s office to be closed on November 8, 2016 for the general election. Ms. Bailey stated that this closure will allow staff to assist with the General Election as Election Workers and the office will reopen for regular business hours on November 9, 2016.

Commissioner Zwetzig made a motion to approve Resolution 2016 BCC 007, a Resolution Authorizing the Closure of the Morgan County Clerk and Recorder’s Office for the 2016 General Election, as outlined by Morgan County Clerk and recorder Susan Bailey. Chair Teague seconded the motion and motion carried 2-0.

Consideration of Approval - CONTRACT - 2016 CNT 028- Center for Healing Trauma and Attachment, Inc.

Morgan County Department of Human Services Director Jacque Frenier presented to the Board Contract 2016 CNT 028, a contract with Center for Healing Trauma and Attachment, Inc. Ms. Frenier stated this contract is to provide mental health services in the amount not to exceed \$10,000.00 with the term of contract January 1, 2016 through June 30, 2016. Ms. Frenier stated they have had a prior contract with Doreen Hills, and have had success with these prior contractual obligations. She stated this contract will include occupational therapy hoping to serve the veterans in the area, and children with detachment disorders. Chair Teague asked Ms. Frenier if she has a formal evaluation process to measure the success of these types of services, with Ms. Frenier stating they do not have a formal process in place but they do review the issues on a case by case basis, and stated that this contractor has been able to move clients through the process quickly.

Commissioner Zwetzig made a motion to approve Contract 2016 CNT 028 with Center for Healing Trauma and Attachment, Inc. in the amount not to exceed \$10,000.00 the term of the contact being from January 1, 2016 through June 30, 2016 as outlined by Morgan County Department of Human Services Director Jacque Frenier and authorized the Chair to sign. Commissioner Zwetzig asked to clarify the purpose of the contract, asking about the mental health services and attachment disorders. Ms. Frenier stated this will offer services for children with attachment disorders. Chair Teague asked if these individual providers provide better or different services than Centennial Mental Health

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Center, with Ms. Frenier stating they provide different services and it is more one on one specialized services. Commissioner Zwetzig commented that the County experiences a great deal of mental health issues and feels the Department of Human Services does a good job dealing with these issues in our County as well as Centennial Mental Health Center. He stated it is definitely something the County has to deal with and the more the County can do to help with these types of issues, is a savings to the County. Ms. Frenier stated that Ms. Hill is pursuing the option to be able to provide services to those Medicaid eligible. Ms. Frenier will make the connection with Stan Gray, Veterans Service Affairs, so he is aware of this contract and services. Chair Teague seconded motion and motion carried 2-0.

Consideration of Approval - CONTRACT - 2016 CNT 029- Morgan County Attorney

Morgan County Department of Human Services Director Jacque Frenier presented to the Board Contract 2016 CNT 029, a contract with Morgan County Attorney, David Bute. Ms. Frenier stated this contract is to provide child support legal services in the amount not to exceed \$5,900.00 with the term of contract January 1, 2016 through December 31, 2016. She stated this contract covers the Assistant County Attorney David Bute's salary and expenses.

Commissioner Zwetzig made a motion to approve Contract 2016 CNT 029 with Morgan County Human Services Attorney, David Bute in the amount not to exceed \$5,900.00 the term of the contact being from January 1, 2016 through December 31, 2016 as outlined by Morgan County Department of Human Services Director Jacque Frenier and authorized the Chair to sign. Chair Teague seconded motion and motion carried 2-0.

Commissioner Zwetzig commented that Morgan County just had a visit from the State indicating that our Department of Human Services has reached a high mark in the child support services and Morgan County is being used as a role model for other counties.

Consideration of Approval - CONTRACT - 2016 CNT 030- Response Technologies

Morgan County Clerk and Recorder Susan Bailey presented to the Board Contract 2016 CNT 030, a contract with Response Technologies. Ms. Bailey stated this contract is for the printing of election materials for the 2016 elections. The term of contract is January 1, 2016 through December 31, 2016. Ms. Bailey summarized the services of the contract and stated in her formal budget she requested a total of \$71,300.00 for ballot processing explaining that this total includes both the ballot printing as well as the ballot design services of which \$52,000.00 will be utilized for this contract. The remaining dollars will be expended out for Hart Intercivic for ballot design. Chair Teague asked Ms. Bailey if this is a single source vendor with Ms. Bailey explaining this is the vendor that has been providing our ballot printing services for several years and the vendor chosen must be certified by the Secretary of State's office. She explained that next year if the County should acquire new equipment, that may mean utilizing a different vendor.

Commissioner Zwetzig made a motion to approve Contract 2016 CNT 030 with Response Technologies, the term of the contact being from January 1, 2016 through December 31, 2016 as outlined by Morgan County Clerk Susan Bailey. Chair Teague seconded motion and motion carried 2-0.

Consideration of Approval – VEHICLE PURCHASE – State Agreement 2016-137

Morgan County Public Works Director Bruce Bass presented to the Board for approval, state agreement 2016-137 for the purchase of one 2016 Chevrolet Silverado 1500 4x2 Pickup. Mr. Bass stated the purchase price of the vehicle would be \$21,933.00. Mr. Bass stated this is an approved budgeted item for the 2016 year for the Morgan County Building and Maintenance Department vehicle and purchase will be made through John Elway Dodge.

Commissioner Zwetzig made a motion to approve the bid award for the purchase of the 2016 Chevrolet Silverado 1500 4x2 Pickup as presented by Public Works Director, Bruce Bass. Chair Teague seconded the motion and motion carried 2-0.

Consideration of Approval – VEHICLE PURCHASE – State Agreement 2016-141

Morgan County Public Works Director Bruce Bass presented to the Board for approval, state agreement 2016-141 for the purchase of one 2016 Dodge Durango AWD Patrol SSV. Mr. Bass stated the purchase price of the vehicle would be \$32,206.00. Mr. Bass stated the state bid was awarded to Pueblo Dodge Chrysler Jeep. This is an approved budgeted item for 2016 for the Sheriff's Office.

Commissioner Zwetzig made a motion to purchase the 2016 Dodge Durango AWD Patrol SSV as presented by Public Works Director, Bruce Bass. Chair Teague seconded the motion and motion carried 2-0.

Consideration of Approval – VEHICLE PURCHASE – State Agreement 2016-152

Morgan County Public Works Director Bruce Bass presented to the Board for approval, state agreement 2016-152 for the purchase two 2016 Ford Taurus SE Sedans. Mr. Bass stated the purchase price of the vehicles would be \$41,250.00. Mr. Bass stated the state bid award was awarded to Larry H Miller Ford Lakewood and is an approved budgeted item for 2016 for the Morgan County Assessor's Office.

Commissioner Zwetzig made a motion to purchase two 2016 Ford Taurus SE Sedans as presented by Public Works Director, Bruce Bass. Chair Teague seconded the motion and motion carried 2-0.

Consideration of Approval – VEHICLE PURCHASE – State Agreement 2016-154

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Morgan County Public Works Director Bruce Bass presented to the Board for approval, state agreement 2016-154 for the purchase of one 2016 Dodge Grand Caravan. Mr. Bass stated the purchase price of the vehicle would be \$21,354.00. Mr. Bass stated this bid was awarded by the State to Larry H Miller TCD, and also indicated this was an approved 2015 budgeted item as well as a 2016 budgeted item and was carried over from last year's budget cycle for the Morgan County Courier Service.

Commissioner Zwetzig made a motion to purchase the 2016 Dodge Grand Caravan as presented by Public Works Director, Bruce Bass. Chair Teague seconded the motion and motion carried 2-0.

Consideration of Approval – BID AWARD – 2015-1210 Wayfinding Signage Master Plan

City of Brush Marketing Specialist, Tyler Purvis presented to the Board for approval, the 2015-1210 Wayfinding Signage Master Plan. Mr. Purvis stated they received four bids, those being from fd2s design in the amount of \$49,500.00. Studio Tectonic in the amount of \$54,987.00, Tangram Design, LLC in the amount of \$38,900.00 and the last bid is from KMA Design in the amount of \$53,526.00. Mr. Purvis stated these bids were opened on December 10, 2015. Mr. Purvis recommended the Board award this bid Tangram Design, LLC in the amount of \$38,900.00. Mr. Purvis summarized that the Tourism Panel receives funding through lodging taxes and stated they have been able to reserve additional funds from which will be utilized for this type of service. He explained that as a result of meetings held with the Tourism Panel and a committee was created and basically put together the bid process of which the four bids were received. He explained that he has met with Kristine Rodine, Tourism Manager, and has considered her input as well.

Chair Teague asked Ms. Kristine Rodine, Morgan County Marketing and Tourism Manager, to approach the podium and asked for her input regarding the project. Ms. Rodine commented that after meeting with the Tourism Panel and their opinion of contracting with someone reliable who has provided these types of services in the past would be in the best interest of the County. Mr. Purvis stated this contract will be for the master plan to complete an overall assessment of what the County should do for signage and it is not for the signage itself. He stated at the onset of these discussions, the municipalities seemed to be open to this idea and stated there will be ongoing discussions as to how the dollars are divided as to costs. Chair Teague stated the County has received input from the Town Manager of Wiggins, Paul Marino, who stated they do have a plan in place but only need assistance with the funding to place the signage. Chair Teague wants to ensure that it is branded as Morgan County Tourism and the collaboration between the municipalities is of great importance. Mr. Purvis agreed with this information stating that he believes the buy in for this project has been positive. Discussion followed as to where the signage would be placed, with Mr. Purvis stating that this will include only signage within Morgan County. He stated that CDOT would be included for strategic planning of the signage.

Ms. Rodine further spoke stating about the group that came through with the Scenic Byways as they had indicated as they traveled through our County, they were not able to find their way to the main destinations within our County stating this is the main reason for this project. This will be in place for those who enter the County, not necessarily pulling people off the highway into the city, but helping them find their way within the city.

Commissioner Zwetzig thanked the panel for taking the initiative to partake in this type of project and that they are following the bylaws and the desires of the way the Tourism Panel was created.

Commissioner Zwetzig made a motion to approve award the 2015-1210 Wayfinding Signage Master Plan Bid Award in the amount of \$38,900.00 to Tangram Design, LLC as recommended by Mr. Purvis noting they have submitted the lowest bid. Commissioner Zwetzig authorized the Administrative Services Manager to execute the necessary contract to be ratified at a later date. Chair Teague seconded the motion and motion carried 2-0.

COUNTY OFFICIAL AND DEPARTMENT HEAD REPORTS

Commissioners reviewed the calendar dated February 5, 2016 through February 16, 2016 with no changes.

Commissioner Zwetzig noted that we have two marketing directors at the meeting today thanking both Tyler Purvis, City of Brush and Josh Miller, City of Fort Morgan for being here today.

Commissioner Zwetzig commented about the Broadband Study explaining they currently have a draft available for citizens to review on our county website. He asked for anyone interested to please review this draft and explained the importance of bringing broadband into Morgan County.

UNFINISHED BUSINESS

There was no unfinished business.

CITIZEN'S COMMENT

There were no citizen comments.

Morgan County Clerk and Recorder Susan Bailey announced a press release regarding the upcoming 2016 Primary and General Election VSPC locations and the requirement to seek public comment. She explained that public comment is required no later than March 15, 2016 at 4:00 p.m. and outlined the locations of each VSPC for the respective elections.

Being no further business, the meeting was adjourned at 9:54 a.m.

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Respectfully Submitted,
Susan L. Bailey
Clerk to the Board

(Minutes ratified February 23, 2016)

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

s/ Laura D. Teague
Laura D. Teague, Chair

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

(SEAL)
ATTEST:

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