

COMMISSIONERS PROCEEDINGS 1

BOARD OF COUNTY COMMISSIONERS

Minutes of Meeting

September 1, 2015

The Board of Morgan County Commissioners met on Tuesday, September 1, 2015 at 9:01 a.m. with Chairman Brian McCracken, Commissioner Laura Teague and Commissioner James Zwetzig in attendance. Chairman Brian McCracken called the meeting to order and asked Morgan County Public Works Director Bruce Bass to lead the meeting in the Pledge of Allegiance to the Flag.

CONSENT AGENDA

- Ratify the Board of County Commissioners approval of Minutes dated August 25, 2015
- Ratify the Board of Social/Human Services approval of Minutes dated August 25, 2015
- Ratify the Board of County Commissioners approval of Lease Agreement 2015 CNT 151, FarmBoy Crossfit - Lease Agreement - Wiggins Ambulance Building, Term of Lease Agreement July 16, 2015 to December 31, 2015
- Ratify the Board of County Commissioners approval of Memorandum of Understanding 2015 CNT 152, Colorado Department of Transportation, dated August 27, 2015
- Ratify the Board of County Commissioners approval of Contract 2015 CNT 153, CMS Mechanical Services, Repairs Justice Center, Term of Contract August 17, 2015 until completed
- Ratify the Board of County Commissioners approval of Intergovernmental Agreement 2015 CNT 154, Fort Morgan School District RE-3, Term of IGA upon completion of 2015 Coordinated Election
- Ratify the Board of County Commissioners approval of Intergovernmental Agreement 2015 CNT 155, Brush School District RE-2J, Term of IGA upon completion of 2015 Coordinated Election
- Ratify the Board of County Commissioners approval of Intergovernmental Agreement 2015 CNT 156, Weld County School District RE-10J, Term of IGA upon completion of 2015 Coordinated Election
- Ratify the Board of County Commissioners approval of Intergovernmental Agreement 2015 CNT 157, Town of Log Lane Village, Term of IGA upon completion of 2015 Coordinated Election
- Ratify the Board of County Commissioners sitting as the Board of Equalization approval of #P000558, Assessment Technologies, Ltd, Safeway failure to appear at August 3, 2015 hearing.
- Ratify the Board of County Commissioners approval of Abstract of Assessment (CRS 39-5-123) for the Year 2015
- Ratify Chairman Brian McCracken's signature approving the assignment of debt collections to Central Collection Services for Client #150879 and #151046

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

GENERAL BUSINESS AND ADMINISTRATIVE ITEMS

Consideration of Approval – RIGHT OF WAY PERMIT – 2015 PMT 27 – Wiggins Telephone Association

Morgan County Public Works Director Bruce Bass presented to the Board for approval, Right of Way Permit 2015 PMT 27 with Wiggins Telephone Association. Mr. Bass stated this permit is for the purpose of installation of a fiber optic line beginning approximately 1,025 feet east of County Road 2, on the north side of County Road P at an existing vault labeled D1-4, thence east on the north side of County Road P 400 feet; thence bore under County Road P to 2276 County Road P. Mr. Bass stated that Mr. John Goodman, Road Supervisor has completed the necessary inspection and all fees in the amount of \$190.00 have been submitted as required.

Commissioner Zwetzig made a motion to approve Right of Way Permit 2015 PMT 27 with Wiggins Telephone Association as presented by Mr. Bass and authorized the Chair to sign and noted the fees are attached. Commissioner Teague seconded the motion and motion carried 3-0.

Consideration of Approval – RIGHT OF WAY PERMIT – 2015 PMT 28 – Morgan County Quality Water District

Morgan County Public Works Director Bruce Bass presented to the Board for approval, Right of Way Permit 2015 PMT 28 with Morgan County Quality Water District. Mr. Bass stated this permit is for an installation of a new water line, providing a new water service, beginning at the intersection of the North side of County Road AA and the East side of County Road 28; thence trenching west across County Road 28 to approximately 4 feet east of the west edge of existing road as now constructed; thence trenching North approximately 2,800 feet within County Road 28 approximately 4 feet east of the west edge of existing road; thence trenching across County Road 28 to an existing pipe. Mr. Bass stated that Mr. John Goodman, Road Supervisor has completed the necessary inspection and all fees in the amount of \$530.00 have been submitted as required.

Commissioner Teague made a motion to approve Right of Way Permit 2015 PMT 28 with Morgan County Quality Water District as presented by Mr. Bass and authorized the Chair to sign and noted the fees are attached. Commissioner Zwetzig seconded the motion. At this time, Commissioner Zwetzig asked to note the County should be discouraging this type of line given it is in the road itself and will have future discussions regarding this concern with the appropriate staff. He also noted that this line on the west side will be a four inch line and will also provide additional pressure to the storage tank. Matter then proceeded for vote and motion carried 3-0.

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Consideration of Approval – CONTRACT – 2015 CNT 158 – Cartegraph

Morgan County Public Works Director Bruce Bass presented to the Board for approval Contract 2015 CNT 158 with Cartegraph. Mr. Bass stated this contract is for a road and bridge software program. He explained this software database is dedicated to road and bridge management which will allow for accountability to include paving indexing and other abilities to model for budget planning increasing the life of all of Morgan County paving assets. He stated that bridge management will be able to enter all the bridge assets, and explained they have been using the software for the past eight years for other road data and this will be an addition to the database to encompass all of road and bridge assets. He believes this database will allow the ability to best budget for every dollar being funded to the road and bridge department. The contract is for the licensing and software upgrade for a ten user pack, with the total cost for the first year as \$28,307.05 and after that there will be an annual fee established for maintenance and support, to include an annual user's fee after the initial upgrade purchase. Karol Kopetzky, Information Systems Manager, explained that one of the features of this upgrade will allow this to become cloud based database which will allow users to access the database from the field as well as the Board to access the information to monitor projects as they are being completed. She believes this will be a great management tool for the Road and Bridge Department. She also stated it will also assist to keep on the County's radar, due to depreciation and other issues, to repair roads to maintain them in an acceptable manner.

Commissioner Zwetzig asked about the number of licenses as being adequate, with Ms. Kopetzky explaining they come in a five package license, and the cost is \$2,500 for the five licenses. The initial ten licenses will allow for staff to prepare and enter the data into the database and upon that being completed the need for additional licenses will be necessary. Ms. Kopetzky stated she wanted to add that option when the County needs the additional licenses. Discussion followed as to the site visit in Golden, Colorado as being productive and they were very accommodating in presenting how the software works. Ms. Kopetzky stated the contract has been reviewed by the County Attorney and it has been approved, and this software is the newest version of the software which will allow the County the opportunity to fully expand on what the software offers. Commissioner Zwetzig stated the one great thing this will allow is the fact that a citizen, who may drive on a roadway in the area, would be able to report to the County any issues and the Board will then be able to provide live time updates as to the status of the repair. Mr. Bass explained the term of the contract is September 1, 2015 thru August 31, 2016 in the amount of \$28,307.95. Commissioner Zwetzig stated the County does maintain a total of 1,056 miles of roadway and to be able to maintain the integrity of the roads, this becomes a minor cost.

Commissioner Teague made a motion to approve Contract 2015 CNT 158 with Cartegraph as presented by Mr. Bass and authorized the Chair to sign. Commissioner Zwetzig seconded the motion and motion carried 3-0.

Consideration of Approval – CONTRACT – 2015 CNT 159 – Wireless Advanced

Morgan County Public Works Director Bruce Bass presented to the Board for approval Contract 2015 CNT 159 with Wireless Advanced. Mr. Bass stated this contract is for up fit, repair & service of vehicles. Mr. Bass explained that this vendor provides numerous services to several departments in the County. He stated this contract is a master agreement with Wireless Advanced to provide different services over this next fiscal year as necessary, outlining those services they will provide to the road and bridge department for the vehicle equipment fleet. The term of the contract is as needed and the amount will be based on quotes and is for one year. Mr. Bass stated Wireless Advanced will be required to provide an actual quote each time services are required. Commissioner Zwetzig asked to clarify the term of the contract as being one year with Mr. Bass stating this contract would commence August 14, 2015 and expire August 13, 2016.

Commissioner Zwetzig made a motion to approve Contract 2015 CNT 159 with Wireless Advanced as presented by Mr. Bass as an on needed basis with prepared quotes for the term of one year commencing August 14, 2015 through August 13, 2016. Commissioner Teague seconded the motion and motion carried 3-0.

Consideration of Approval – BID AWARD – 2015-0827 – Fuel Bid

Morgan County Public Works Director Bruce Bass presented to the Board for approval Bid Award 2015-0827 Fuel Bid. Mr. Bass stated he received one bid from Hill Petroleum in response to the request submitted explaining the bid submittal is in regards the delivery price which is added to the average daily rack pricing for fuel. He read aloud each delivery price to the individual fuel sites within the County as submitted. The overall delivery price submitted by bid was \$11,580.10 by Hill Petroleum. Mr. Bass noted that with only one bid, he did pull the previous bid which Hill Petroleum currently has with the County and this bid is identical to the previous bid submitted. Mr. Bass was unable to explain why only one bidder has submitted a bid at this time. The term of this bid will be for October 1, 2015 through March 31, 2016.

Commissioner Teague made a motion to approve award the 2015-0827 Fuel Bid to Hill Petroleum for the period of October 1, 2015 through March 31, 2016 in the amount submitted, \$11,580.10 as recommended by Mr. Bass and authorized the Administrative Services Manager to execute the necessary contract to be ratified by the Board upon completion. Commissioner Zwetzig seconded the motion and motion carried 3-0.

Consideration of Approval – BID AWARD – 2015-0827 Tax Notice Printing and Processing

Morgan County Treasurer Robert Sagel presented to the Board for approval, the 2015-0827 Tax Notice Printing and Processing Bid Award. Mr. Sagel stated a request for bid process was sent out for this upcoming year explaining the services being requested. He stated he received three bids, one from Peregrine Services, The Masters Touch, LLC and the final from Bluegrass Integrated Communications. Upon review of the bids and crunching of the numbers, Mr. Sagel would recommend the Board award the bid to Peregrine Services as they are the lowest bidder, and they have utilized last year's numbers in the amount of \$1,251.78. He stated his office has used Peregrine Services the

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last three years and they have provided a good service to the County. Discussion followed as to what the electronic copies referenced, with Mr. Sagel stating this is something the submitter would provide to the County.

Commissioner Zwetzig made a motion to approve award the 2015-0827 Tax Notice Printing and Processing to as recommended by Mr. Sagel to Peregrine Services, Inc. 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 – 2015-0827 Online Tax Lien Sale Auction Service

Morgan County Treasurer Robert Sagel presented to the Board for approval, the 2015-0827 Online Tax Lien Sale Auction Service Bid Award. Mr. Sagel stated this process began about four years ago when the County conducted its annual tax lien sale, beginning with online services and he stated this process has been very valuable to the County. He believes this is a good way for the County to continue, explaining there is about 20 other counties now conducting online auctions. He stated he received three bid submittals, one from SRI, Incorporated, one from Real Auction and the other from Dickensheet& Associations, Inc. He summarized how he reviewed each submitted bid explaining he could only review the services being provided, as it was a bit difficult to only look at the costs being submitted. He stated the one main difference between those bids submitted was the charges being added to when the auction listing occurs, with SRI, being \$4.00 and Real Auction being \$12.00 and Dickensheet not offering this explaining with the \$4.00 as being the lower cost is a savings to the taxpayer. He then summarized how Real Auction processes bids submitted online, utilizing a proxy process with SRI allowing for both a direct bid and a proxy. The other difference is to get to the SRI, it will need to be connected directly through Morgan County and likes Real Auctions process a little better. Mr. Sagel recommended overall he would recommend the Board awarding the bid to SRI, Incorporated as he feels their services being offered are the best option to the County and taxpayers. This year's tax sale is tentatively scheduled for November 5, 2015 as per Mr. Sagel.

Commissioner Teague made a motion to approve award the 2015-0827 Online Tax Lien Sale Auction Service to SRI, Incorporated as recommended by Mr. Sagel 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 – PROCLAMATION – Childhood Cancer Awareness Month September 2015

PROCLAMATION CHILDHOOD CANCER AWARENESS MONTH SEPTEMBER 2015

WHEREAS, the American Cancer Fund for Children and Kids Cancer Connection report cancer is the leading cause of death by disease among U.S. children between infancy and age 15. This tragic disease is detected in nearly 15,000 of our country's young people each and every year.

WHEREAS, one in five of our nation's children loses his or her battle with cancer. Many infants, children and teens will suffer from long-term effects of comprehensive treatment, including secondary cancers; and

WHEREAS, founded over twenty years ago by Steven Firestein, a member of the philanthropic Max Factor cosmetics family, the American Cancer Fund for Children, Inc. and Kids Cancer Connection, Inc. are dedicated to helping these children and their families; and

WHEREAS, the American Cancer Fund for Children and Kids Cancer Connection provide a variety of vital patient psychosocial services to children undergoing cancer treatment at Children's Hospital Colorado in Aurora, as well as participating hospitals throughout the country, thereby enhancing the quality of life for these children and their families; and

WHEREAS, the American Cancer Fund for Children and Kids Cancer Connection also sponsor Courageous Kid Recognition Award presentations, community get well cards and hospital celebrations in honor of a child's determination and bravery to fight the battle against childhood cancer.

WHEREAS, Morgan County is dedicated to children and their health;
Therefore, the Board of County Commissioners, Morgan County, do hereby proclaim September 2015,
CHILDHOOD CANCER AWARENESS MONTH

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

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

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

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

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(SEAL)

ATTEST:

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

Morgan County Administrative Services Manager Tracy Amen presented to the Board for approval and recognition the Proclamation proclaiming September 2015 as Childhood Cancer Awareness Month. Ms. Amen stated this request was submitted by the State of Colorado Governor's office.

Commissioner Teague made a motion to approve and recognize the Proclamation proclaiming September 2015 as Childhood Cancer Awareness Month as presented by Ms. Amen recognizing there are children within our community suffering from this illness and this being a positive outreach for our community. Commissioner Zwetzig seconded the motion and motion carried 3-0.

COUNTY OFFICIAL AND DEPARTMENT HEAD REPORTS

Morgan County Clerk and Recorder Susan Bailey announced that the 2015 Coordinated Election Equipment Logic and Accuracy Testing will take place Monday, September 14, 2015 starting at 10:00 a.m. with an alternate date of Wednesday, September 16, 2015 at 10:00 a.m. She explained this testing is mandatory by State Election Rules to ensure that all election equipment is working and is adequately calibrated for the election. Commissioner Teague asked about what equipment would be a part of the testing process with Ms. Bailey explaining there would be various equipment being tested such as the EScans, DRE's and such equipment would be chosen by those entities participating in the Logic and Accuracy Testing process. Commissioner Zwetzig inquired about how many entities have coordinated with Morgan County for this upcoming election with Ms. Bailey stating she knows of three at this time and would have a confirmed number Friday, September 4th, 2015 as this is the date all entities must certify their ballot content to the County.

Commissioners reviewed the calendar dated August 28 2015 through September 8, 2015 with no changes.

Commissioner McCracken noted there will be an open house on September 3rd in the Community Room at the Fort Morgan Library as well as on September 8th at the Wiggins High School Library being provided by Blue Grama Land Corporation in regards to creating a safe environment for crude oil transmission. He stated the public is welcome to attend these presentations. The time for these open houses is 4:00 p.m. to 6:00 p.m.

UNFINISHED BUSINESS

There was no unfinished business.

CITIZEN'S COMMENT PERIOD

There was no citizen comment.

There being no further business, the meeting was adjourned 9:40 a.m.

Respectfully Submitted,
Susan L. Bailey
Clerk to the Board

(Minutes ratified September 8, 2015)

THE BOARD OF COUNTY COMMISSIONERS MORGAN COUNTY, COLORADO

s/ Brian D. 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