

# ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

Timothy V. Corrigan  
District I

Douglas B. Monger  
District II

Cari Hermacinski  
District III

## REGULAR MEETING

December 4, 2018

LIVE AUDIO WILL BE AVAILABLE FOR TUESDAY MEETINGS BY CALLING (970) 870-5499  
EXCLUDES WORK SESSIONS

**1. 10:30 A.M. CALL TO ORDER**

**A. PLEDGE OF ALLEGIANCE**

**B. APPROVAL OF ACCOUNTS PAYABLE, MANUAL WARRANTS, AND PAYROLL**

**C. ITEMS OF NOTE FROM THE PREVIOUS DAY'S WORK SESSION**

**2. 10:35 A.M. CONSENT AGENDA ITEMS**

Items of routine and non-controversial nature are placed on the consent agenda to allow the Board of County Commissioners to spend its time and energy on more important items on a lengthy agenda. Any Commissioner may request that an item be "PULLED" from the consent agenda and considered separately. Any member of the public may "REQUEST" any item to be "PULLED" from the consent agenda.

**A. APPROVAL OF COUNTY COMMISSIONERS MINUTES: REGULAR MEETING OF OCTOBER 16, 2018;**

Documents:

[10.16.18.PDF](#)

**B. APPROVAL OF THE YVRA SUPPLEMENTAL BUDGET FOR REPLACEMENT OF GATE 12 OPERATIONS SYSTEM AND ACCESS CONTROLS AND REPLACEMENT OF GATE 1 SECURITY CAMERA AND ACCESS CONTROLS AND AUTHORIZE SIGNATURE ON RELATED DOCUMENTS.**

Documents:

[BCC AGENDA FORM YVRA SECURITY GATE 1 AND 12 SUPPLEMENTAL.PDF](#)  
[SECURITY GATE 1 AND GATE 12 SUPPLEMENTAL BUDGET FORM.PDF](#)

**C. APPROVAL OF AND AUTHORIZATION FOR THE CHAIR TO SIGN A RESOLUTION REAPPOINTING DENNIS SWANSON TO THE EAST ROUTT LIBRARY DISTRICT BOARD WITH A TERM STARTING JANUARY 1, 2019 THROUGH DECEMBER 31, 2023.**

Documents:

[EASTLIBRES SWANSON.PDF](#)

**3. 10:40 A.M. CONSIDERATION OF ITEMS PULLED FROM THE CONSENT AGENDA**

4. **10:45 A.M. PUBLIC COMMENT**

Public Comment will be heard on any item except quasi-judicial land use items. County Commissioners will take public comment under consideration but will not make any decision or take action at this time.

5. **11:00 A.M. COUNTY MANAGER**

Tom Sullivan, County Manager

**A. RESOLUTION PROCLAIMING DECEMBER 15, 2018 AS BILL OF RIGHTS DAY**

Consideration to approve and authorization for the Chair to sign a Resolution proclaiming December 15, 2018 as Bill of Rights Day.

Documents:

[BILL OF RIGHTS PROCLAMATION\\_2018.PDF](#)

6. **11:10 A.M. PURCHASING**

Julie Kennedy, Purchasing Agent

**A. RFQ 632 YVRA TOOL CAT TRADE IN AND PURCHASE (UPDATED)**

Consideration to waive the formal purchasing process and authorize the Chair to sign a purchase order for \$7,641.00 for one (1) new 2018 Bobcat S770 T4 and the trade- in of one (1) 2017 Bobcat S770 T4 for YVRA, using Bobcat's municipal rollover program.

Documents:

[RFQ 632 YVRA ONE BOBCAT TRADE-IN 2018.PDF](#)  
[RFQ 632 SEVERSON BOBCAT INVOICE.PDF](#)

**B. RFP 610 HAZARD MITIGATION PLAN UPDATE**

Consideration to approve and authorization for the County Manager to electronically sign the Purchase Order to Wood Environment and Infrastructure Solutions, Inc. for RFP 610 Hazard Mitigation Plan Update in the amount of Forty Four Thousand Nine Hundred Thirty Dollars (\$44,930.00).

Documents:

[RFP 610 HAZARD MITIGATION UPDATE BCC AGENDA COMMUNICATION FORM.PDF](#)  
[RFP 610 HAZ MIT PLAN BID TABULATION.PDF](#)  
[WOOD PROPOSAL SUBMISSION FOR REQUEST FOR PROPOSAL 610 HAZARD MITIGATION PLAN UPDATE.PDF](#)

7. **11:20 A.M. HUMAN RESOURCES**

Kathy Nelson, Director

**A. DIRECT PATH MASTER SERVICES AGREEMENT**

Consideration to approve and authorization for the Chair's signature on the Direct Path Master Services Agreement.

Documents:

[AGENDA ITEM - DIRECT PATH MASTER SERVICES AGREEMENT.PDF](#)  
[DIRECT PATH AGREEMENT EDITED.PDF](#)

**B. HR GENERALIST II STEP INCREASE**

Consideration to approve the advancement of the Human Resources (HR) Generalist II to Step 4 of the pay scale upon earning the Society for Human Resources Management (SHRM) Senior Certified Professional (SCP) Certification.

Documents:

[HR GENERALIST II AGENDA FORM.PDF](#)  
[L. HOWARD - HIRE ABOVE ENTRY.PDF](#)  
[HR GENERALIST II.PDF](#)

**C. APPROVAL OF COMPENSATORY TIME CARRYOVER**

Consideration to approve and authorize the carryover of accrued compensatory time for YVRA employee.

Documents:

[YVRA EMPLOYEE COMP TIME CARRYOVER REQUEST 11 - 2018.PDF](#)

**8. 11:40 A.M. ACCOUNTING**

Dan Strnad, Finance Director

**A. PRESENTATION OF THE 2017 AUDIT OPINIONS AND AUDITOR'S LETTER TO THE BOARD**

Presentation of the 2017 audit opinions and Auditor's Letter to the Board (Report to Governance) by McMahan & Associates LLC, Michael Jenkins, Partner.

Documents:

[3. BCC.ACTIONAGENDA.COMMUNICATIONS FORM 12.4.18.PDF](#)  
[4. ROUTT COUNTY 2017 FINANCIAL COMPLIANCE REPORT \(FINAL\) SECURE.PDF](#)  
[5. ROUTT COUNTY 2017 FINAUDITOR LETTER TO BOARD - PDF 11.19.18 \(PUBLISHED\).PDF](#)  
[5.A . ROUTT COUNTY 2016 AUDITOR LETTER TO GOVERNING BOARD \(FINAL\) - PUBLISHED.PDF](#)

**9. 12:00 P.M. LUNCH BREAK**

**10. 1:00 P.M. ENVIRONMENTAL HEALTH**

Scott Cowman, Director

**A. JOINT FUNDING AGREEMENT BETWEEN ROUTT COUNTY AND THE USGS TO SUPPORT**

Consideration to approve and authorization for the Chair's signature on the Joint Funding Agreement between Routt County and the United States Geological Survey (USGS) for surface water quality monitoring in the upper Yampa River basin.

Documents:

[USGS WQ FUNDING BCC AGENDA ITEM 20181120.PDF](#)  
[USGS JOINTFUNDINGAGREEMENT2019.PDF](#)  
[CY19\\_PROGRAM\\_ROUTT\\_CNTY.PDF](#)  
[RAS CONTRACTREVIEW.PDF](#)

**11. 1:30 P.M. PUBLIC WORKS DEPARTMENT**

Ray DuBois, Public Works Director

**A. SEARCH AND RESCUE LEASE RENEWAL**

Discussion regarding the lease renewal for Search and Rescue

**12. 1:45 P.M. BREAK**

**13. 5:00 P.M. ACCOUNTING**

Dan Strnad, Director

**A. 2019 PROPOSED BUDGET FOR ROUTT COUNTY**

Review of the 2019 proposed budget for Routt County.

Documents:

[2019 BUDGET FINAL PRESS DOCUMENT.PDF](#)

**14. 5:30 P.M. MEETING ADJOURNED**

LIVE AUDIO WILL BE AVAILABLE FOR TUESDAY MEETINGS BY CALLING (970) 870-5499

EXCLUDES WORK SESSIONS

All regular meetings are open to the public unless otherwise noted.

All meetings will be held in the Routt County Historic Courthouse -  
522 Lincoln Avenue, Hearing Room, Steamboat Springs - or otherwise noted.

All programs, services and activities of Routt County are operated in compliance with the Americans with Disabilities Act. If you need a special accommodation as a result of a disability, please call the Commissioners Office at (970) 879-0108 to assure that we can meet your needs. Please notify us of your request as soon as possible prior to the scheduled event. Routt County uses the Relay Colorado service. Dial 711 or TDD (970) 870-5444.