

**STATE OF COLORADO
COUNTY OF ROUTT**

**OFFICE OF THE CLERK
August 6, 2019**

Commissioner Beth Melton, Chair, called the regular meeting of the Routt County Board of County Commissioners to order. Commissioner Tim V. Corrigan, Commissioner Douglas B. Monger, and County Manager Tom Sullivan were also present. Those present recited the Pledge of Allegiance. Deanna Sanchez recorded the meeting and prepared the minutes.

The details of this meeting can be found in the Board of County Commissioners (BCC) Regular Meeting Agenda and Packet for August 6, 2019 document in the Commissioners' Regular Meeting Agendas and Packets section of the Routt County Website, along with the meeting audio.

EN RE: WARRANTS

Commissioner Monger moved to approve and authorize the Commissioners to sign the Warrants Sheets that included:

Accounts Payable Check- Cycle Date:	7/29-8/2	\$780,661.20
Accounts Payable Check: Manuals	7/29-8/2	
Accounts Payable Wires:	7/29-8/2	
Total:		\$780,661.20
Payroll Checks- Cycle Date:	7/29-8/2	\$525,294.30
Payroll Checks- Manuals	7/29-8/2	
Payroll – IRS & State Income Tax	7/29-8/2	\$213,104.05
Total:		\$738,398.35
Total Disbursements Approved:	7/29/19-8/2/19	<u>\$1,519,059.55</u>

Commissioner Corrigan seconded.

Mr. Sullivan advised of the 2019 Accounts Payable items of note for run date August 6, 2019.

Vendor	Amount	Department
FARIS MACHINERY CO	117,437.00	HE Budget Pool: District 2 Roller

KOFILE TECHNOLOGIES INC	5,275.00	IT Budget: Clerk Software Maintenance Renewal
NORTHWEST COLO VISITING NURSE	17,916.67	Environmental Health Budget: Program Support 3rd Quarter
COLORADO WEST REGIONAL MENTAL HEALTH INC	8,000.00	Sheriff-Adult Detention Budget: Inmate Mental Health Services 1st and 2nd qtr. 2019, then services terminated
SPILLMAN TECHNOLOGIES INC	80,915.00	IT Budget: Software Support (50% Paid by City Steamboat Springs)
AXON ENTERPRISE INC	13,960.00	Sheriff's Budget: TASER Replacements
US TRACTOR & HARVEST INC	30,340.13	YVRA Budget: John Deere Mower
POWDER RIVER CONSTRUCTION INC	94,301.60	YVRA Budget: AIP-44 PAY APP#6; Terminal Apron Expansion
INNOVATIVE WESTERN SOLUTIONS INC	33,000.00	Road and Bridge Budget: Dust Retardant – Earthbind Stabilizer
2019 AP Run Date Aug 6 – Total	661,192.58	

Motion carried 3-0.

EN RE: ITEMS OF NOTE FROM PREVIOUS DAY'S WORK SESSION

Commissioner Melton stated updates were received from the County Manager, Legal, Human Resources, Emergency Management, Communications, and Sheriff. The Board of Equalization also heard multiple appeals.

EN RE: CONSENT AGENDA

Tina Fry, Chief Deputy Clerk; and David Frank, ARCA Search; were also present.

The following items were presented for consideration, approval, and signing on the consent agenda:

- A. Approval of County Commissioners minutes: regular meeting of July 2 and 9, 2019;
- B. Approval of and authorization for the Chair to sign a sale and purchase agreement for Runbeck Election Services, INC;

- C. Approval of and authorization for the Chair to sign a proposal with ARCA Search for a grant awarded by the Electronic Recording and Technology board;
- D. Approval of and authorization for Chair to ratify the letter of support for Memorial Regional Health.

MOTION

Commissioner Corrigan moved to approve items B, C, and D on the consent agenda and authorized the Chair to sign the related documents.

Commissioner Monger seconded; the motion carried 3-0.

ITEM A

The Board tabled consent agenda item A to amend the minutes.

The Board, Ms. Fry, and Mr. Frank discussed consent agenda items B and C.

MOTION

Commissioner Corrigan moved to table item A until further edits are made to the July 9, 2019 BCC Regular Meeting Minutes.

Commissioner Monger seconded; the motion carried 3-0.

EN RE: PUBLIC COMMENT

No members of the public were present.

EN RE: CLERK AND RECORDER/ KIM BONNER

Barbara Houston, Deputy Clerk, was present.

MOUNTAIN VALLEY HORSE RESCUE SPECIAL EVENTS LICENSE

Ms. Houston and the Board discussed her request to approve and authorize the Chair to sign a Special events liquor license for the Mountain Valley Horse Rescue hosting an event at the Alpine Mountain Ranch & Club at 33105 Meadow creek Drive in Steamboat on August 11, 2019 from 9:00am to 2:00pm.

MOTION

Commissioner Monger moved to approve and authorize the Chair to sign a Special events liquor license for the Mountain Valley Horse Rescue hosting an event at the Alpine Mountain Ranch & Club at 33105 Meadow creek Drive in Steamboat on August 11, 2019 from 9:00am to 2:00pm.

Commissioner Corrigan seconded; the motion carried 3-0.

EN RE: YAMPA VALLEY HOUSING AUTHORITY

Karen Harkin and Jason Peasley, Yampa Valley Housing Authority (YVHA); were present.

CHFA ALLOCATION

Ms. Harkin, Mr. Peasley, and the Board discussed the request for approval and authorization of assigning and allocation to CHFA for their multi-family housing facility bond program.

Mr. Peasley stated YVHA has committed to utilizing its new property tax revenue to create 350 low income units, 150 entry level units, and 350 seasonal beds by 2030. YVHA accomplishes these goals by establishing public private partnerships and leveraging community resources to acquire federal tax credits and other outside funding. One key funding source for these projects are the non-competitive 4% federal tax credit. With projects funded by the 4% tax credit, private activity bonds (PABs) are used in place of a construction loan. Routt County's assignment of their 2019 PABs to CHFA will facilitate YVHA utilizing this funding mechanism to bring new affordable housing projects to the community. YVHA is currently in negotiations with a development partner to create a new housing project utilizing the 4% non-competitive tax credit and the State Affordable Housing Tax Credit (AHTC). YVHA will make an application to CHFA for a competitive allocation of State AHTC in 2020. A dedication of local PAB Cap to their project will make their application more competitive for this limited resource.

MOTION

Commissioner Corrigan moved to approve and authorize assigning 2019 PAB allocation to CHFA for their multi-family housing facility bond program.

Commissioner Monger seconded; the motion carried 3-0.

EN RE: PUBLIC WORKS/ RAY DUBOIS

Geovanny Romero, Public Works, was present.

PRIVATE ELECTRIC UTILITY LINE AGREEMENT

Mr. Romero and the Board discussed his request for approval of and authorization for the Chair to sign a private electric utility line agreement across County Road 14 for Sidney Peak Ranch. The electric line was placed many years ago through an existing culvert. The ranch would like to get the line relocated using more modern and safe practices such as boring beneath the road. The electric line will be bored at a minimum of 4' below the lowest grade of the road.

MOTION

Commissioner Monger moved to approve and authorize the Chair to sign the Revocable License Agreement for Installation and Maintenance of a Private Electric Infrastructure in the Public Right-of-Way on County Road 14.

Commissioner Corrigan seconded; the motion carried 3-0.

EN RE: HUMAN SERVICES/ KELLY KEITH

Melody Crockett, Carolyn Gibson, and Mick Hale, Human Services; were also present.

DHS CORE CONTRACT

Due to a clerical error, DHS Core Contracts was not the correct item. Therefore, the item was tabled.

Mr. Hale, Ms. Keith, and the Board discussed the requests for approval of and authorization to renew a DHS IGA with Northwest CO Regional Collaborative Shared Regional Eligibility Technician, approval of and authorization for the Chair to sign an Implementation Agreement of HSConnects with Arapahoe County, and approval of and authorization for the Chair to sign an IGA for GovPrime with Arapahoe County.

CHILD SUPPORT AWARENESS PROCLAMATION

Ms. Keith, Ms. Crockett, Ms. Gibson, and the Board discussed the request for approval and authorization for the Chair to sign a proclamation for August 2019 as Child Support Awareness Month.

MOTION

Commissioner Corrigan moved to approve and authorized the Chair to sign a proclamation for August 2019 as Child Support Awareness Month as resolution 2019-050.

Commissioner Monger seconded; the motion carried 3-0.

EN RE: TREASURER/ LANE IACOVETTO

UNCOLLECTABLE TAXES

Ms. Iacovetto and the Board discussed the various delinquent taxes in question, and the request for approval of and authorization for the Chair to sign Resolution 2019-051 cancelling taxes determined to be uncollectable.

MOTION

Commissioner Monger moved to approve resolution 2019-051 cancelling taxes determined to be uncollectable.

Commissioner Corrigan seconded; the motion carried 3-0.

EN RE: COMMISSIONERS' WORK SESSION

GOVERNANCE POLICY

The Board discussed updates to the County Governance Policy.

MOTION

Commissioner Corrigan moved to table any motion for the County Governance Policy until August 13, 2019.

Commissioner Monger seconded; the motion carried 3-0.

EN RE: COUNTY MANAGER/ TOM SULLIVAN

PROFESSIONAL SERVICES AGREEMENT FOR POLE LIGHTING AND FENCE REPLACEMENTS.

Mr. Sullivan and the Board discussed the request for approval and authorization to waive the formal bid process to sole source the construction project and approve a professional services agreement between Routt County and Calcon Constructors, Inc. for Sheriff's Office/Detention Facility Parking Lot East Side Entrance Hardscape and Pole Lighting, and West Side Parking Extension and Fence Replacements for total cost of \$124,721.00. A supplemental budget with resolution may be submitted after all CLEF project costs are known.

Mr. Sullivan stated at the time construction started for the CLEF project, the Executive Committee and specifically Commissioner Tim Corrigan and Mr.Sullivan identified 4 distinct project improvements that were needed including:

- 1) Sections of the east side parking lot concrete pavement and curb were damaged to the point of replacement;
- 2) 2 light poles with LED lights needed replacement for upgrade and to match the CLEF lighting;
- 3) Paving at the Jail Sally Port needed expansion to accommodate parking and ingress and egress through the Sally Port, and
- 4) The fence around the jail south driveway needed to be moved out of the wetlands and replaced. The CLEF general contractor, Calcon, is nearing project completion with expectations to complete the final phase to remodel the old Sheriff's office around September 30, 2019, and presented proposals for these 4 site improvements. This item is for BCC consideration to approve a professional services agreement to complete these 4 improvements.

The proposal amount is:

- 1) \$47,789.00 for the Hardscape,
- 2) \$9,888.00 for the light poles with lights,
- 3) \$27,741.00 for west side parking extension and
- 4) \$39,303.00 for the fence

MOTION

Commissioner Monger moved to approve and authorize the Chair to sign the professional services agreement on the contract and waive the formal bidding process.

Commissioner Corrigan seconded; the motion carried 3-0.

No further business coming before the Board, same adjourned sine die.

Kim Bonner, Clerk and Recorder

M. Elizabeth Melton, Chair

Date