

**STATE OF COLORADO
COUNTY OF ROUTT**

**OFFICE OF THE CLERK
November 6, 2018**

Commissioner Douglas B. Monger, Chair, called the regular meeting of the Routt County Board of County Commissioners to order. Commissioner Timothy V. Corrigan, County Manager Tom Sullivan, and Deputy County Manager Dan Weinheimer were also present. Those present recited the Pledge of Allegiance. Helena Taylor recorded the meeting and prepared the minutes. Commissioner Hermacinski was absent.

EN RE: WARRANTS

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MOTION

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

Accounts Payable Check- Cycle Date:	10/29-11/02	\$151,250.27
Accounts Payable Check: Manuals	10/29-11/02	\$
Accounts Payable Wires:	10/29-11/02	\$
Total:		\$151,250.27
Payroll Checks- Cycle Date:	10/29-11/02	\$474,637.00
Payroll Checks- Manuals	10/29-11/02	\$
Payroll – IRS & State Income Tax	10/29-11/02	\$192,225.30
Total:		\$666,862.30
Total Disbursements Approved:	10/29-11/02	<u>\$818,112.57</u>

Commissioner Monger seconded.

Mr. Sullivan advised the Accounts Payable items for run date November 2, 2018 were all payroll related.

The motion carried 2-0.

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

Commissioner Monger noted that the Board received updates from the County Manager, the County Attorney, Building Official, Human Services, Emergency Operations, Sheriff, Human Resources, Planning Department, and a budget update from Northwest Colorado Health.

EN RE: CONSENT AGENDA

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

- A. Approval of County Commissioners Minutes: Regular Meeting of September 25, 2018;
- B. Approval of and authorization for the Chair to sign a Liquor License renewal for Double Dollars Cattle LLC dba Saddleback Ranch for a hotel & restaurant license with optional premises.

MOTION

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

Commissioner Monger seconded; the motion carried 2-0.

EN RE: PUBLIC COMMENT

No members of the public were present for comment.

EN RE: PURCHASING / JULIE KENNEDY

Robert Felinczak, IT Director was also present.

RFI 6 NETWORK AREA STORAGE

Ms. Kennedy stated Purchasing issued an RFI to gather information regarding the technological capabilities for the IT Department data storage. The current server is running out of storage space and the current server's manufacturer was purchased in 2018 and is in the process of re-structuring, so we were looking for a new solution. Purchasing received 5 responses and requested demos of the hardware from all 5 vendors. The IT staff attended all demos and based on those, they recommended 1903 Solutions as the new vendor.

Mr. Felinczak stated the company that the existing server was purchased from was going through bankruptcy and they did not feel comfortable continuing the relationship with them at this time.

Commissioner Monger asked when the last server was purchased. He thought it had been purchased in 2018. Mr. Felinczak stated it had been purchased in 2015. This purchase being approved today is part of phase 2 of the virtualization project; this finalizes the virtualization project.

Ms. Kennedy added the purchase is well within the 2018 budget allocation with room for the 5-year maintenance plan.

MOTION

Commissioner Monger moved to approve the award and authorize the County Manager to electronically sign the purchase order for RFI 6 Network Area Storage to 1903 Solutions in the amount of \$39,390.00 for the Routt County IT Department.

Commissioner Corrigan seconded; the motion carried 2-0.

EN RE: PURCHASE OF DEVELOPMENT RIGHTS (PDR) ADVISORY BOARD

Claire Sollars, PDR Board member; Helena Taylor, PDR Staff Assistant; Lynaia South, Assistant County Attorney; were present.

PDR 186 – TIER II DOCUMENT APPROVAL

At 11:02 a.m., Commissioner Monger moved to enter Executive Session pursuant to C. R. S. 24-6-402(4)(a) to discuss the purchase, acquisition, lease transfer, or sale of any real, personal, or other property. Included in the Executive Session would be a member of the PDR Board and Legal staff.

Commissioner Corrigan seconded; the motion passed 2-0.

The executive session adjourned at 11:25 a.m. No minutes or formal actions were taken during the executive session.

Commissioner Monger directed staff to place the funding approval of PDR 186 for the following week, November 13, 2018.

EN RE: REGIONAL BUILDING DEPARTMENT / TODD CARR

TOWN OF OAK CREEK NEW IGA FOR BUILDING DEPARTMENT SERVICES

Mr. Carr stated Routt County provides the Town of Oak Creek Building Department Services, the IGA is updated with new processes since the last IGA was signed in 2008; no changes in services. Additionally, the Town of Oak Creek will have a voting member on the Oversight Committee.

MOTION

Commissioner Corrigan moved to approve and authorize the Chair to sign the new IGA Agreement between Routt County and the Town of Oak Creek for Building Department Services.

Commissioner Monger seconded; the motion passed 2-0.

EN RE: HUMAN RESOURCES / KATHY NELSON

YAMPA VALLEY REGIONAL AIRPORT (YVRA) SUPPLEMENTAL HOLIDAY POLICY

Ms. Nelson stated the Board has reviewed the policy. The one item not discussed was the effective date. She asked if the Commissioners had any issues in making the policy effective November 1, 2018. The Board did not have an issue with the effective date.

Ms. Nelson stated YVRA is open 365 days a year and many airport employees are required to work on designated Routt County holidays. Some are scheduled to work and others are unscheduled and may be "called in" due to extenuating circumstances such as snow removal. Currently only employees "called in" to work on a holiday are compensated at time and one half. Employees already scheduled to work on a holiday earn straight time. To allow for parity among staff members, Mr. Booth is proposing all staff members approved to work on a holiday, those scheduled to work and those called in, receive time and one half for each hour worked. In addition, as a means of incentivizing staff to work as needed on holidays and retain them, he is requesting that eligible employees who work on a holiday also be able to utilize their holiday hours worked at another point in time. This policy would only apply for staff at YVRA.

Commissioner Corrigan wanted to make it clear that an employee working on a holiday would get paid time and one half and then be allowed to take a day off at a later time. Ms. Nelson stated that was correct.

MOTION

Commissioner Corrigan moved to approve a supplemental Yampa Valley Regional Airport (YVRA) Holiday policy, noting the policy will be retroactive to November 1, 2018.

Commissioner Monger seconded; the motion passed 2-0.

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

Kim Bonner, Clerk and Recorder

Douglas B. Monger, Chair

Date