

**STATE OF COLORADO
COUNTY OF ROUTT**

**OFFICE OF THE CLERK
November 2, 2021**

Commissioner Timothy V. Corrigan, Chair, called the meeting of the Routt County Board of County Commissioners to order. Commissioner Tim Redmond, Commissioner Beth Melton, County Manager Jay Harrington, and County Commissioners' and Manager's Office Manager Kendra Alfieri were also present. Samantha Pearce prepared the minutes.

EN RE: ACCOUNTS PAYABLE/ MANUAL WARRANTS/ PAYROLL

Mr. Harrington presented the accounts payable.

MOTION

Commissioner Melton moved to approve accounts payable as presented.

Commissioner Redmond seconded; the motion carried 3-0.

EN RE: CONSENT AGENDA

- a. APPROVAL FOR THE AUTHORIZATION OF THE AG STIMULUS FUNDS AWARDED TO FAIRGROUNDS;
- b. APPROVAL OF THE 2021-2022 YAMPA VALLEY COMMUNITY FOUNDATION GRANT AWARD LETTER ON BEHALF OF THE FATHERHOOD PROGRAM OF ROUTT COUNTY.

MOTION

Commissioner Redmond moved to approve items A., and B. on the consent agenda.

Commissioner Melton seconded; the motion carried 3-0.

EN RE: PUBLIC COMMENT

No public comment was made.

EN RE: PURCHASING

Julie Kennedy, Purchasing Agent presented to the Board a consideration to approve the second amendment to the HHS New Building Construction Contract with Calcon Constructors,

Inc., the Chair sign the amendment and authorize the County Manager to electronically sign the Purchase Order to Calcon Constructors Inc. for Guaranteed Maximum Price (GMP) not to exceed \$11,235,381.

Routt County Purchasing in conjunction with Wember, Inc., the County's Owner's Rep for the new Health and Human Services building, sent out RFQu 719 for GMGC services in June of 2021. Calcon Constructors Inc. was selected for this project and a contract was issued for Pre-Construction Services at \$20,000, based on the Design Drawings (DD's) provided to Calcon by Mountain Architecture Design Group (MADG). The contract was amended on August 23, 2021 for continued services to include the demolition and site preparation at \$185,076.

Received back was Calcon's GMP amount based on going from DD's to Construction Documents, several proposals received by Calcon from their sub-contractor, and current market pricing of materials. Calcon will continue to work with the County, Wember Inc., and MADG to bring this project to completion in the spring of 2023.

MOTION

Commissioner Melton moved to approve and authorize the Chair to sign the second amendment to the HHS New Building Construction Contract with Calcon Constructors, Inc., and authorize the County Manager to electronically sign the Purchase Order to Calcon Constructors Inc. for Guaranteed Maximum Price (GMP) not to exceed \$11,235,381.

Commissioner Redmond seconded; the motion carried 3-0.

EN RE: LEGAL

Erick Knaus, County Attorney presented to the Board a consideration for signing of a Resolution adopting an Administrative Policy for Routt County concerning purchasing cards and rescinding a prior version of the policy including Resolution No. 2020-09.

The Board of County Commissioners previously adopted a Policy Concerning Purchasing Cards on March 17, 2020 (2020 PCard Policy). The 2020 PCard Policy has been amended and incorporated into an Administrative Policy for Routt County Concerning PCards and is ready for adoption by the Board. Resolution No. 2020-09 adopting the 2020 PCard Policy will be rescinded upon the adoption of the updated PCard Policy.

MOTION

Commissioner Redmond moved to approve Resolution number 2021-084 adopting an Administrative Policy for Routt County concerning purchasing cards and rescinding a prior version of the policy including Resolution No. 2020-09.

Commissioner Melton seconded; the motion carried 3-0.

EN RE: HUMAN RESOURCES

Kathy Nelson, Director presented to the Board a consideration to approve hiring the Fair Maintenance Worker at Step 4.

Joe Stepan, Facilities Division Manager, is requesting to hire David Good at Step 4 of the Fair Maintenance Worker pay scale. Mr. Good meets all of the education and work experience required to be hired at Step 4. He has 13 years of relevant experience, 11 more than required, and has multiple relevant certifications.

Ms. Nelson recommends approval of hiring Mr. Good at Step 4 of the Fair Maintenance Worker pay scale. The County Manager has reviewed this request and approved placing this request on the agenda for consideration and approval.

MOTION:

Commissioner Melton moved to approve hiring a Fair Maintenance Worker at step 4 of the pay scale.

Commissioner Redmond seconded; the motion carried 3-0.

EN RE: FACILITIES

Joe Stepan, Maintenance Operations Manager presented to the Board a consideration to approve and authorize the Chair to sign the First Amendment to Agreement concerning Installation and Maintenance of Statuary. Steamboat Chamber has requested addition of lighting fixtures to illuminate Statuary on Courthouse lawn.

In 2007, Routt County entered into an agreement with the Steamboat Chamber to allow the Chamber to install and maintain a statue on the lawn of the Historic Courthouse. Per agreement, “ No additional lighting shall be allowed for the Statuary ” and “ After installation, the Chamber Resort shall be responsible for maintaining the Statuary, any related signage and any surrounding landscaping other than the lawn .”

In 2017, Jim Cook, Kara Stoller, and others appeared before the Board to discuss ways to make the statuary more visible to winter season visitors. It was noted that the Chamber was the responsible entity for statuary maintenance and it was suggested that should any modifications to the agreement be desired a proposal should be brought forward for consideration by the Board.

There is no further documentation that the Chamber returned with any proposal to amend the 2007 agreement. Jim Cook sent a letter, dated January 26th, 2021 requesting the County clear snow from the statuary. In the letter he references the lighting for the statuary. At that time County staff was not aware of any lighting. On April 9th, 2021, Steve Faulkner and Ray Dubois met with Jim Cook to discuss snow removal from the statuary location. At that time it was discovered lighting had been installed. On April 27th, 2021 Ray Dubois sent an email to Kara Stoller, Jim Cook, and others indicating if the Chamber was interested in amending the existing agreement a formal proposal should be submitted for Board consideration. On August 27, 2021 Kara Stoller requested the addition of lighting to the statuary.

MOTION:

Commissioner Redmond moved to approve and authorize the Chair to sign the First Amendment to Agreement concerning Installation and Maintenance of Statuary.

Commissioner Melton seconded; the motion carried 3-0.

EN RE: PURCHASING

Ms. Kennedy presented to the Board a consideration to approve the award and authorize the County Manager to electronically sign the purchase order for IFB 734 Culverts 2021 to Northwest Ranch Supply in the amount not to exceed of \$28,805 for the Routt County Public Works Department.

Ms. Kennedy sent out IFB 734 Culverts 2021 for bids to 8 suppliers and 3 submitted valid pricing. Northwest Ranch Supply provided the lowest bid.

MOTION

Commissioner Melton moved to approve the award and authorize the County Manager to electronically sign the purchase order for IFB 734 Culverts 2021 to Northwest Ranch Supply in the amount not to exceed of \$28,805 for the Routt County Public Works Department.

Commissioner Redmond seconded; the motion carried 3-0.

EN RE: COUNTY MANAGER

Mr. Harrington presented to the Board a Consideration for approval of an Agreement for Partially Self-Funded Program between Colorado Counties Casualty and Property Pool and Routt County.

The 2022 premium from Colorado Counties Casualty and Property Pool (CCCPP) with a \$5,000 deductible plan is \$964,254 prior to any discount or equity distribution. The 2022 premium from CCCPP with a \$75,000 deductible is \$481,040 prior to any discount or equity distribution. Savings from the \$5,000 deductible plan to the \$75,000 deductible plan is \$483,214.

Casualty and Property (CAPP) losses for the period from 2005 to 2020 total \$1,283,299 and average \$80,206 per year. The County paid only the \$5,000 deductible for the previous \$1,283,299 of claims. Using the \$75,000 deductible for the same period would result in the County paying a total \$1,102,046 for an average payment per year by the County of \$68,878. The annual savings from the \$5,000 deductible plan to the \$75,000 deductible plan is \$483,214 less the \$68,878 annual average claim payment is a savings of \$414,336.

CAPP losses for the period from 2016 to 2020 total \$608,970 and average \$121,794 per year. Using the \$75,000 deductible for the same period would result in the County paying a total \$441,170 for an average payment per year of \$88,234. The annual savings from the \$5,000 deductible plan to the \$75,000 deductible plan is \$483,214 less the \$88,234 annual average claim payment is a savings of \$394,980.

The Commissioners asked clarifying questions and held brief discussion. The Commissioners came to an agreement to approve during the discussion.

MOTION

Commissioner Redmond moved to approve and authorize for the Chair to sign the agreement between the Colorado Counties Casualty and Property Pool and Routt County for the year 2022. Noting that the change in the policy is an increase in deductible from \$5,000 to \$75,000.00 for Routt County.

Commissioner Melton 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