

**STATE OF COLORADO
COUNTY OF ROUTT**

OFFICE OF THE CLERK
MAY 29, 2020

Commissioner Tim Corrigan, Chair, called the meeting of the Routt County Board of County Commissioners to order. Commissioner Beth Melton, Commissioner Doug Monger, Interim County Manager Mark Collins and Manager's Office Managers Kendra Alfieri and Deanna Sanchez, Assistant County Attorney Lynaia South, and County Attorney Erick Knaus were also present.

EN RE: PUBLIC WORKS

Public Works Director, Ray DuBois presented to the Board a consideration for approval of and authorization for the Chair to sign the Revocable License Agreement for Improvement and Maintenance of a Portion of County Owned Road Right of Way on County Road 14E.

Property Owner Ren Martyn purchased a parcel of land off of County Road 14E in May of 2020. He approached Road and Bridge about making improvements to the County Road so that he could access the parcel and eventually build a house on the parcel. Road and Bridge worked with the County Attorney to draft a Revocable License Agreement for these improvements. The property owner will improve approximately 1,300' of CR 14E at 12' wide. The property owner will be responsible for improving the road and maintaining the improved portion of the road. The property owner is not allowed to post the road or install a gate across the improved portion of the road. County Road 14E is a minimal maintenance road that stretches from CR 14C to the North to 14B to the south. The parcel is currently accessed from County Road 14E and is used for Agricultural purposes.

MOTION

Commissioner Monger moved to approve and authorize the Chair to sign the Revocable License Agreement for Improvement and Maintenance of a Portion of County Owned Road Right of Way on County Road 14E.

Commissioner Melton seconded; the motion carried 3-0.

EN RE: PURCHASING

STATE BID FOR YVRA CARPET PURCHASE

Purchasing Agent, Julie Kennedy presented to the Board a consideration for approval of the purchase and authorization for the County Manager to electronically sign the purchase order for Sourcewell State Contract 121715-MAC through TLC Carpet One in Craig, Colorado in the amount of \$52,326.34.

The YVRA Assistant Director received a quote from TLC Carpet One in Craig for this Sourcewell State Bid to purchase replacement carpet for the airport. This carpet will match the

existing carpet in the terminal by a special run that Milliken sources through the State Bid and TLC Coordinates.

MOTION

Commissioner Melton moved to approve the purchase and authorization for the County Manager to electronically sign the purchase order for Source well State Contract 121715-MAC through TLC Carpet One in Craig, Colorado in the amount of \$52,326.34.

Commissioner Monger seconded; the motion carried 3-0.

STATE BID FOR THE ANNEX ELEVATOR MODERNIZATION APPROVAL

Ms. Kennedy presented to the Board a consideration for approval of the purchase and authorization for the County Manager to electronically sign the purchase order for Sourcewell Schindler Contract #100516-SCH Schindler Elevator Corporation in the amount of \$163,858.00.

The Facilities Manager obtained the Sourcewell Schindler State Contract Quote for the Routt County Annex Elevator Modernization Project. Schindler Elevator Corporation has performed regular maintenance on this elevator for several years and is most familiar with the required modernization to alleviate continual servicing. Schindler has proven to be the best source in Routt County for elevator maintenance through effective service and response time.

MOTION

Commissioner Melton moved to approve the purchase and authorization for the County Manager to electronically sign the purchase order for Source well Schindler Contract #100516-SCH Schindler Elevator Corporation in the amount of \$163,858.00.

Commissioner Monger seconded; the motion carried 3-0.

EN RE: ACCOUNTING

Dan Strnad, Accounting Director presented to the Board a consideration for approval of the proposed 2021 budget timeline/calendar.

The proposed 2021 Changes from 3/3/20 version include: shortened budget timeline/calendar presented to the BCC

1. Moving item Variance Reports Distributed to Departments from 5.1.20 to 5.26.20.
2. Moving item Variance Reports Due from Department Heads from 5.29.20 to 6.15.20.
3. Moving item BCC Mtg to prepare for the Budget Planning Mtg from 6.4.20 to 6.15.20.
4. Removing item EMT FTE/Capital Presentations from August 2020.
5. Adding item County Mgr/Department Mgr Meeting to 8.13.20.

MOTION

Commissioner Melton moved to approve proposed 2021 budget timeline/calendar.

Commissioner Monger 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