

**STATE OF COLORADO
COUNTY OF ROUTT**

**OFFICE OF THE CLERK
January 15, 2019**

Commissioner M. Elizabeth Melton, 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. Sarah Janopoulo recorded the meeting and prepared the minutes. Commissioner Douglas B. Monger was absent

EN RE: WARRANTS

MOTION

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

Accounts Payable Check- Cycle Date:	1/7-1/11	\$303,541.17
Accounts Payable Check: Manuals	1/7-1/11	\$
Accounts Payable Wires:	1/7-1/11	\$
Total:		\$303,541.17
Payroll Checks- Cycle Date:	1/7-1/11	\$
Payroll Checks- Manuals	1/7-1/11	\$
Payroll – IRS & State Income Tax	1/7-1/11	\$
Total:		\$
Total Disbursements Approved:	1/7-1/11	<u>\$303,541.17</u>

Commissioner Melton seconded.

Mr. Sullivan advised there were no items of note.

The motion carried 2-0.

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

Commissioner Melton stated updates were received from the County Manager, the County Attorney, the Deputy County Manager, Human Services, the Building Department and the Planning Department. Interviews were also conducted for the Board of Adjustment.

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 December 4, 2018;
- B. Approval and authorization to sign the Policies for Colorado Works (TANF);
- C. Approval and authorization to sign the Hotline County Connection Center (HCCC) MOU between Routt and Prowers Counties;
- D. Approval of the State Human Service Electronic Benefit Transfer in the amount of \$139,466.83 through November 2018;
- E. Approval and authorization to sign a Corporate Report of Changes for the Steamboat Ski and Resort Corp dba Haymaker Patio Bar and Stoker Bar Liquor Licenses;
- F. Approval and authorization to sign a Professional Services Agreement in the amount of \$63,920 between Routt County and the CPS-HR to Complete an Enterprise-wide Classification Study;
- G. Approval and authorization to appoint the following members to the Fair Advisory Board: Don Hayes, District 2 position; Linda Long, District 1 position; and Tina Decker, At-large position.

MOTION

Commissioner Melton moved to approve items A, B, C, D, E, F and G on the consent agenda and authorized the Chair to sign the related documents.

Commissioner Corrigan seconded; the motion carried 2-0.

EN RE: PUBLIC COMMENT

Kris Middledorf, Colorado Parks and Wildlife Area Manager was present.

Mr. Middledorf discussed his background for Commissioner Melton by stating that he manages all the wildlife operations for Colorado Parks and Wildlife (CPW) for Routt and Jackson Counties. He continued to discuss the operations and areas of CPW and added that his department is involved with anything that is related to wildlife such as, education, law enforcement, land use and development, outdoor recreation, management of herds, etc.

Mr. Middledorf stated that he is here to discuss the access easement regarding the 1,659 acre property known as the Flanders Ranch. He added that the Flanders family has been

a part of Routt County for multiple generations and they have graciously stepped forward to do a conservation easement. Mr. Middledorf noted that CPW is paying approximately \$480,000 in order to grant public access to that 1,659 acre property. He added that the Flanders want people to enjoy their land, however they are concerned with having it overrun and possibly affecting their cow herd. Mr. Middledorf added that CPW was able to negotiate year round fishing access and during big game season, 8 people will be allowed on the property to hunt. He stated that they may scale back to 4 people should they find 8 is too many. Mr. Middledorf added that it is important to have access to hunting, fishing and watching wildlife for an access easement.

Mr. Middledorf stated that he has the access easement letter for the Commissioners to sign, should they decide to show their support. Once the letter has been signed, Mr. Middledorf will take it in front of the Capital Development Committee in February.

Commissioner Melton stated that this needs to be an agenda item in order for all 3 Commissioners to sign the letter. Commissioner Corrigan added that he is thrilled to support public access on property Routt County has made an effort to preserve. It was decided that Mr. Middledorf's letter would appear on the January 22 Consent Agenda for signature.

EN RE: PURCHASING / JULIE KENNEDY

Jason Nettles, Communications Manager; Geovanny Romero, Road and Bridge Field Coordinator; Fred Honebein, Purchasing Agent were also present.

MICROWAVE EQUIPMENT AND SERVICES WAIVER REQUEST

Ms. Kennedy stated that this item is for consideration to waive the formal purchasing process and approve the award and authorize the County Manager to electronically sign the purchase order to Castle Rock Microwave, LLC in the amount of \$148,936.74.

Ms. Kennedy and Mr. Nettles stated that they are asking for a sole source from Castle Rock because they are the most knowledgeable with the existing network and equipment and are authorized to provide matching equipment to the Emerald Mountain site. Mr. Nettles added that other vendors recommended to work directly through Castle Rock since they would have contracted Castle Rock to complete the project.

Mr. Weinheimer stated that \$148,000 for a sole source is pretty high. Commissioner Melton asked what the policies state about a situation such as this one. Mr. Weinheimer stated that it's really about verifying the prices that are out there. There was discussion between Commissioner Corrigan and Mr. Weinheimer about verifying prices and information and why purchasing is handled the way it is.

Mr. Nettles stated that in retrospect he could have gotten letters in writing from these other vendors stating that it was more cost effective to work directly with Castle Rock. Commissioner Corrigan asked Mr. Nettles if he had the opportunity to look at the itemized quote

from Castle Rock and if the individual items seemed reasonable. Mr. Nettles stated that he reviewed the quote thoroughly and for the work that is being done it is more than reasonable.

Commissioner Melton expressed her need for a formal process instead of an informal process, while not holding anything up. Commissioner Corrigan asked if a supplemental budget should be anticipated. Mr. Nettles stated that he feels there is a little wiggle room with the quote so there shouldn't be any supplemental budget.

MOTION

Commissioner Corrigan moved to waive the formal purchasing process and approve the award and authorize the County Manager to electronically sign the purchase order to Castle Rock Microwave, LLC in the amount *not to exceed* \$148,936.74.

Commissioner Melton seconded. Ms. Kennedy stated she had the Notice of Award for the Chair to sign. Mr. Sullivan called for an amended motion to include the Chair's signature.

Commissioner Corrigan amended the motion to waive the formal purchasing process and approve the award and authorize the County Manager to electronically sign the purchase order *and also authorize the Chair to sign the Notice of Award* to Castle Rock Microwave, LLC in the amount *not to exceed* \$148,936.74.

Commissioner Melton seconded the amended motion; the motion carried 2-0.

RFP 628 R&B D2 BACKHOE 4X4 2019

Ms. Kennedy stated that this item is for consideration to approve the purchase and authorize the County Manager to electronically sign a purchase order for one (1) new Caterpillar 420F2 2019 backhoe 4x4 complete to be used by the Road & Bridge Department at the Hayden Shop to Wagner Equipment Co. in the amount of \$111,644.94.

Mr. Romero stated that the amount included the trade in of a 1999 backhoe. Ms. Kennedy stated Wagner's original quote was the lowest bid by a few dollars, but they were able to negotiate the trade-in and add a few enhancements to the backhoe being purchased.

Commissioners Melton and Corrigan clarified the amount budgeted for the backhoe as it was not clear on the communication form and appeared that there wasn't enough budgeted for the purchase. Ms. Kennedy stated that they are under budget and will fix the communication form to reflect a clearer representation of that. Mr. Romero added that they had \$125,000 budgeted for the backhoe, but will only spend \$111,644.94.

MOTION

Commissioner Corrigan moved to approve the purchase and authorize the County

Manager to electronically sign a purchase order for one (1) new Caterpillar 420F2 2019 backhoe 4x4 complete to be used by the Road & Bridge Department at the Hayden Shop to Wagner Equipment Co. in the amount of \$111,644.24, noting that the price accounts for the trade in.

Commissioner Melton seconded; the motion carried 2-0.

STATE BID VEHICLE PURCHASE (TAHOE): SHERRIFF'S DEPARTMENT

Mr. Honebein stated that this item is for the approval of purchase and authorization of the County Manager to electronically sign a purchase order to John Elway Chevrolet in the amount of \$144,480.00, for four (4) vehicles for the Routt County Sheriff's Office. In addition, Mr. Honebein is also requesting the approval, (not to exceed \$73,397.96) to Avtech Electronics for all four (4) Emergency Vehicle upgrades.

Commissioner Corrigan noted that the communication form states 2019 Ford F-250s instead of Chevy Tahoes. Mr. Romero stated the vehicles being purchased are in fact Chevy Tahoes and there was a typo on the communications form. He added that 3 of the vehicles were scheduled to replace older vehicles and 1 is replacing the total loss from the week before for a total of 4 vehicles. He added that the final price includes all of the outfitting through Avtech Electronics, which is an estimated \$18,000 per vehicle.

MOTION

Commissioner Corrigan moved to approve the purchase and authorize the County Manager to electronically sign a purchase order to John Elway Chevrolet in the amount of \$144,480.00, for four (4) vehicles for the Routt County Sheriff's Office. In addition, approve the request, (not to exceed \$73,397.96) to Avtech Electronics for all four (4) Emergency Vehicle upgrades.

Commissioner Melton seconded; the motion carried 2-0.

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

Kim Bonner, Clerk and Recorder

M. Elizabeth Melton, Chair

Date