

COMMISSIONERS PROCEEDINGS 1

BOARD OF COUNTY COMMISSIONERS Minutes of Meeting February 27, 2018

The Board of Morgan County Commissioners met Tuesday, February 27, 2018 at 9:01 a.m. with Chairman Mark Arndt, Commissioner Laura Teague and Commissioner James Zwetzig in attendance. Chairman Arndt asked Morgan County citizen Jim Powers to lead the meeting in the Pledge of Allegiance.

ADOPTION OF THE AGENDA

Commissioner Zwetzig made a motion to adopt the agenda as presented, with Commissioner Teague seconding the motion. Motion carried 3-0.

CONSENT AGENDA

- Ratify the Board of County Commissioners approval of meetings minutes dated February 20, 2018
- Ratify the Board of County Commissioners approval on Contract 2018 CNT 059, Banner Health, re-stocking of ambulance medical supplies, Term of Contract April 7, 2018 through April 6, 2019
- Ratify the Board of County Commissioners approval on Contract 2018 CNT 060, Tyco SimplexGrinnell, alarm testing for Judicial Center, DHS, Commissioner office, Term of Contract March 1, 2018 through February 28, 2019
- Ratify the Board of County Commissioners approval on Contract 2018 CNT 061, Front Range Roofing, repairs to the Judicial Center roof, Term of Contract February 5, 2018 until completed
- Ratify the Board of County Commissioners approval on Contract 2018 CNT 062, A & R Automotive, alignment on unit #11, Term of Contract February 12, 2018 until completed
- Ratify the Board of County Commissioners approval on Contract 2018 CNT 063, Integrated Voting Systems, 2018 ballot processing, Term of Contract March 1, 2018 through December 31, 2018
- Ratify the Board of County Commissioners approval on Contract 2018 CNT 064, Miles Partnership, lodging & tourism print and media advertising, Term of Contract January 1, 2018 through December 31, 2018
- Ratify the Board of County Commissioners approval on Contract 2018 CNT 065, Garland/DBS Inc., phase I of the roof replacement for the Judicial Center, Term of Contract February 27, 2018 until completed
- Ratify the Board of County Commissioners approval on the Morgan County Fraud and Theft Policy signed on February 27, 2018
- Ratify the Board of County Commissioners approval on the Morgan County Asset Protection Policy signed on February 27, 2018
- Ratify the Board of County Commissioners approval on the Morgan County Purchasing Policies and Procedures signed on February 27, 2018
- Ratify the Board of County Commissioners approval on the Stormwater Inspection report dated February 15, 2018
- Ratify Chairman Mark Arndt's signature on the Colorado Threat Intelligence Sharing (CTIS) membership form for Karol Kopetzky, Information Services Director signed on February 23, 2018
- Ratify the Board of County Commissioners approval of the appointments of Shelbi Krise, Shanae Linnebur, Randee Aleman for the position of Deputy Clerk to the Board of Morgan County sworn in on February 23, 2018

Commissioner Teague made a motion to approve all items on the Consent Agenda as presented. Commissioner Zwetzig seconded the motion and motion carried 3-0.

GENERAL BUSINESS AND ADMINISTRATIVE ITEMS

Consideration of Approval – BID AWARD – RFQ 2017-1130-001 Judicial Center & Jail Facilities Assessment Study

Commissioner Zwetzig outlined the Judicial Task Force Committee as a group of citizens who have joined together to review the needs of the Justice Center stating Kristi Waite helped to administer these meetings and expressed his appreciation for those who dedicated their time and efforts to this project.

Judicial Center Task Force Committee Member, Jim Powers, then presented to the Board for approval, the RFQ 2017-1130-001 Judicial Center & Jail Facilities Assessment Study. Mr. Powers stated they started this project in May of 2017 with the first thing being done was to tour the facility where it was decided that due to the overcrowding an assessment would be completed. Once the Request for Qualifications were returned, there were 9-10 of them that were returned and out of those they chose four of them to interview, those being from SEH in the amount of \$94,000.00, DLR Group in the amount of \$98,660.00, Anderson Hall in the amount of \$99,506.00 and from Reilly Johnson (RJA) in the amount of \$74,600.00. Mr. Powers explained each company was rated from 1 to 4 with 4 being the highest in points. At this time, Mr. Powers stated they reviewed these four proposals and a meeting was scheduled with each vendor who then provided a presentation and then held an additional meeting to be able to choose the best vendor, without knowing the costs, and after using the scoring system, they chose DLR Group resulted in 24 points, he stated the ones they chose had good backgrounds in jails and Justice Centers, with others being general architectural traits. He stated the DLR Group was the vendor that was chosen given their expertise and recommended to the Board that this vendor be awarded this project and a contract be initiated. He outlined the budget whereas a \$25,000 grant was awarded for the administrative costs and feels there is the funding necessary to cover this project. The remodel cost for this project is proposed to be anywhere from 25 to 30 million dollars and a complete new build would be 50-60 million, with Mr. Powers stating it is dependent upon what is chosen to be completed.

2 COMMISSIONERS PROCEEDINGS

Chairman Arndt asked Commissioner Zwetzig to outline the grant funding, with Commissioner Zwetzig stating the budgeted amount is \$100,000 and a DOLA grant has been obtained in the amount of \$25,000 that is to be used as administrative dollars to complete this type of work with the stipulation that it cannot exceed \$100,000 total and suggested the County enter into discussions for negotiation as to the guidelines of this project. Commissioner Zwetzig noted that in the consent agenda it was approved for action to be taken on the roof given the imminent need for this to be completed as soon as possible. Another thing he pointed out there were two companies that suggested Morgan County's probable action would be in phases, and that it will not necessarily be completed all at once, it will be completed in phases which indicates they have a good idea of the needs of the county as to interruption of services and costs.

Commissioner Zwetzig made a motion to enter into a bid negotiation with DLR Group as suggested and recommended by the Judicial Center Task Force Committee member, Jim Powers in an amount not to exceed \$98,666.00. Commissioner Teague seconded the motion, and thanked those members who participated on the task force for their time and efforts in making this decision given how big of a decision this would have been to make by the three board members. At this time, the motion carried 3-0.

Consideration of Approval – MORGAN COUNTY FEE SCHEDULE

Morgan County Administrative Services Manager Kristi Waite presented to the Board for approval, the 2018 Morgan County Fee Schedule. Ms. Waite stated after reviewing the fee schedule for the Fairground Rentals, they wanted to review the fees to be sure it is feasible for all those events being held given the upgrades to the sound system and other upgrades. Accessory rates have been changed from \$40.00 for Wi-Fi which has now been removed given it is now available to all the areas of the fairgrounds at no cost. The use fee for the PA system has been increased to \$25.00 from \$15.00 due to covering the costs for the fairgrounds manager to do those duties necessary to setup and show renters and they have also lowered the deposit costs for the use of microphone to \$200.00 to help cover if a microphone goes down or if it is damaged to cover the cost to have it repaired or replaced. Commissioner Zwetzig noted that all rates are doubled for out of county users.

Commissioner Teague made the motion to approve the 2018 Morgan County Fee Schedule with the changes as outlined by Morgan County Administrative Services Manager Kristi Waite. Commissioner Zwetzig then seconded the motion and motion carried 3-0.

Presentation of Annual Report for the East Morgan County Library – Laura McConnell, MLS Director of East Morgan County Library

Laura McConnell, MLS Director, thanked the Board for its patience for not being able to attend last week's meeting. Ms. McConnell reported to the Board the East Morgan County Library's 2017 Annual Report. Chairman Arndt made note of a comment which was made by a county citizen, Mr. Chuck Miller, who shared his appreciation of the library services. Ms. McConnell then shared a power point presentation with all those in attendance which provided details of where their funding comes from and those they serve. She stated EMCLD partnered with over 40 different school, government, civic and community groups in 2017, with most of these partnerships bringing their groups in the library and some of them being off-site. She further stated their main goal is to provide space for anyone to spend time, with many students who come in after school, and indicated there were teens who volunteered over 100 hours in the summer months as well as school groups who visit throughout the day and families who come in to play and learn. She stated there are groups who use their meeting rooms, people connecting with people and people who find information about the area.

Discussion followed as to how they access Wi-Fi, with Ms. McConnell stating they currently contract with Century Link, with Commissioner Zwetzig asking if they could collaborate with the School Districts, with Ms. McConnell stating they have looked at that option and is investigating into the fiber optic project that is currently occurring, but at this time, they are using the services from Century Link. Commissioner Teague asked if what was EagleNet goes into Brush, with Karol Kopetzky indicating she is not sure how far into Brush that fiber goes, with Ms. McConnell stating the cost to bring that fiber to the library location is quite expensive so they are waiting on other options and are looking into what can be done to increase the internet speed being offered.

Ms. McConnell stated their Wi-Fi was accessed over 22,000 times and computers were used 10,897 times, and have added the lab where video-making has begun and they are also offering coding lessons. Ms. McConnell outlined the offerings in 2017 stating 669 programs for all ages open to the community stating this was a 72 percent increase over last year, entertainment programs, special and local authors, make and take and craft programs, information and learning sessions, literacy for all ages, including children's story time and adult reading as well as on-site and off-site programs.

In 2017 they had 71,921 people enter their building, and averaged about the equivalent of 73 percent of their service population each month. 20,573 people attended events and programs, with 107,781 items were checked out. She mentioned the State backpacks that are offered to be checked out and how those work for families to be able to go to any state park for free and the items that are included in each backpack.

Ms. McConnell then outlined the additions in the coming year stating they will be digitizing historical newspapers, wanting to preserve histories of individuals in the community starting oral histories, as well as the newest grant being through the Buell Foundation, what is called, Family, Friends and Neighbors. She explained the State library has provided grants for those families who are providing care for family members and this will allow services to be provided to these families who may not be able to get to the library allowing for funds for County Express or other services that will benefit these families.

COMMISSIONERS PROCEEDINGS 3

Commissioner Zwetzig asked how they are covering those services that were provided by the Bookmobile, with Ms. McConnell stating for 20 years they have delivered books to the nursing home and have about 12 volunteers. Once the bookmobile stopped, about twice a month, she has volunteers delivering books to Riverview and the Snyder area. She also has an employee who works within the Hillrose area, and they are watching this area for any needs they may have and they continue to work towards making the library as mobile as they can. She stated libraries are changing, feeling they are becoming community centers.

Commissioner Zwetzig made the comment where he had the need to search the newspapers and history books, and the importance of this historical data, and the staff was so helpful in finding the information regarding the Beaver Creek flooding and the historical information pertaining to this event.

Commissioner Teague asked the size of her staff, with Ms. McConnell stating they currently have 16 total staff with 2 of those being janitorial staff. She stated the need was there to increase the staff given all the activities that are taking place. Chairman Arndt asked if there is a link on the tourism page for the East Morgan County Library with Karol Kopetzky, Information Systems Manager, stating there is a link and will be sure it is placed on the county website as well. Ms. Kopetzky also suggested Ms. McConnell look into the SIPA grant opportunities being offered.

COUNTY OFFICIAL AND DEPARTMENT HEAD REPORTS

Commissioners reviewed the calendar dated February 23, 2018 through March 6, 2018 with no changes.

Karol Kopetzky, Information Systems Manager, provided the Board an update as to projects that have been ongoing stating the Wi-Fi at the fairgrounds as being completed indicating there will be Wi-Fi availability to the entire area and will be a public access. She did state they will segment and password protect for staff during fair time given there will always be certain bandwidth available during these times. She also stated they are looking at installing blue tooth devices on the racks of the audio systems, and will want to password protect this option as well. Chairman Arndt commented about the services and upgrades that Viaero invested approximately \$80,000.00.

Ms. Kopetzky further updated the Board in regards to the ongoing project of updating the County's website explaining the new site is live, up and running. She outlined some issues that the redirect has experienced stating the routing statements on the State's side are still being worked out. She indicated the new site's address for anyone wanting to access the website as being www.colorado.gov/pacific/morgancounty. Ms. Kopetzky stated the new site has the ability to translate into 57 different languages which will be very helpful for the various departments needing this option.

Ms. Kopetzky stated the State has a maintenance window scheduled for 9 p.m. tonight where they are to finish working on the routing statements to be able to redirect to the new site appropriately.

Ms. Kopetzky shared the calendar option on the website and explained how that will assist the public for information of those business activities that are currently occurring which now includes the Commissioner's calendar and the Planning Commission Calendar. She further indicated she has applied for an additional SIPA grant to be able to utilize the form option which she believes will greatly benefit the Planning and Zoning Department.

She further spoke about an award the County received for the previous website and the fact she is planning to apply for an award at this time.

UNFINISHED BUSINESS

There was no unfinished business.

CITIZEN'S COMMENT

Ms. McConnell stated the new sound system at the Morgan County Fairgrounds is wonderful and that maintenance staff has been very helpful when they needed their assistance.

Being no further business the meeting was then adjourned at 9:56 a.m.

Respectfully Submitted,
Susan L. Bailey
Clerk to the Board

(Minutes ratified March 6, 2018)

THE BOARD OF COUNTY COMMISSIONERS MORGAN COUNTY, COLORADO

s/Mark A. Arndt
Mark A. Arndt, Chairman

s/Laura D. Teague
Laura D. Teague, Commissioner

s/ James P. Zwetzig
James P. Zwetzig, Commissioner

4 COMMISSIONERS PROCEEDINGS

(SEAL)

ATTEST:

s/ Susan L. Bailey

Susan L. Bailey