

COMMISSIONERS PROCEEDINGS 1

BOARD OF COUNTY COMMISSIONERS
Minutes of Meeting
December 12, 2019

The Board of Morgan County Commissioners met Thursday, December 12, 2019 at 9:02 a.m. with Chairman James Zwetzig, Commissioner Mark Arndt and Commissioner Jon Becker in attendance. Chairman Zwetzig asked and Morgan County Department of Human Services Deputy Director, Rogelio Segura to lead the meeting in the Pledge of Allegiance.

CITIZEN'S COMMENT

There was no citizen comment provided.

ADOPTION OF THE AGENDA

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

CONSENT AGENDA

There were no consent agenda items.

GENERAL BUSINESS AND ADMINISTRATIVE ITEMS

Consideration of Approval – RESOLUTION 2019 BCC 33 - A Resolution summarizing expenditures and revenues for each fund adopting a budget for Morgan County, Colorado, for the calendar year beginning on the first day of January 2020, and ending on the last day of December 2020

RESOLUTION 2019 BCC 33
RESOLUTION TO ADOPT BUDGET

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND ADOPTING A BUDGET FOR MORGAN COUNTY, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2020, AND ENDING THE LAST DAY OF DECEMBER 2020.

WHEREAS, the Board of County Commissioners of Morgan County has appointed Budget Officer, Michelle Covelli, to prepare and submit the proposed budget to said governing body at the proper time, and;

WHEREAS, Budget Officer, Michelle Covelli, has submitted the proposed budget to this governing body on October 15, 2019, for its consideration, and;

WHEREAS, upon due and proper notice, published and posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on November 12, 2019, and interested taxpayers were given the opportunity to file or register any objection to said budget, and;

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS of the County of Morgan, Colorado:

Section 1. That estimated expenditures for each fund are as follows:

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Fund	Expenditures
General Fund	\$ 15,555,278
Special Revenue Funds	
Road and Bridge Fund	8,450,775
Social Services Fund	5,776,233
911 Emergency Telephone Fund	1,087,100
Lodging Tourism Tax Fund	227,392
Conservation Trust Fund	148,000
Confiscation Seizure Fund	10,000
Capital Improvement Fund	
Jail Capital Improvement Fund	100,000
Enterprise Funds	
Ambulance Service Fund	1,827,378
Solid Waste Management Fund	3,159,528
Central Services Fund	6,377,757
 Totals	 <u>\$ 42,719,441</u>

Section 2. That estimated revenues for each fund are as follows:

Fund	From <To> Fund Balance	From Sources Other Than General Property Tax	From Property Tax	Total
General	\$ (285,112)	\$ 4,117,494	\$ 11,722,896	\$ 15,555,278
Special Revenue				
Road and Bridge	165,084	3,765,991	4,519,700	8,450,775
Social Services	164,940	4,406,040	1,205,253	5,776,233
911 Emergency Telephone	802,000	285,100	0	1,087,100
Lodging Tourism Tax	(22,608)	250,000	0	227,392
Conservation Trust	55,500	92,500	0	148,000
Confiscation Seizure Fund	0	10,000	0	10,000
Jail Capital Improvement	(50,000)	150,000	0	100,000
Enterprise Funds				
Ambulance Service Fund	310,678	1,516,700	0	1,827,378
Solid Waste Management	2,015,302	1,144,226	0	3,159,528
Central Services	1,831,107	4,546,650	0	6,377,757
 Totals	 <u>\$ 4,986,891</u>	 <u>\$ 20,284,701</u>	 <u>\$ 17,447,849</u>	 <u>\$ 42,719,441</u>

Section 3. That the budget as submitted, amended, and hereinabove summarized by fund, hereby is approved and adopted as the budget of the County of Morgan for the year stated above.

Section 4. That the budget hereby approved and adopted shall be signed by the Morgan County Board of Commissioners and made a part of the public records of the County.

ADOPTED, this 12th day of December AD 2019.

**THE BOARD OF COUNTY COMMISSIONERS
MORGAN COUNTY, COLORADO**

s/James P. Zwetzig
James P. Zwetzig, Chairman

s/Mark A. Arndt
Mark A. Arndt, Commissioner

s/Jon J. Becker
Jon J. Becker, Commissioner

(SEAL)

COMMISSIONERS PROCEEDINGS 3

ATTEST:

s/Susan L. Bailey

Susan L. Bailey

Morgan County Finance Director, Michelle Covelli presented to the Board for approval, a Resolution 2019 BCC 33, A Resolution summarizing expenditures and revenues for each fund adopting a budget for Morgan County, Colorado, for the calendar year beginning on the first day of January 2020, and ending on the last day of December 2020. Ms. Covelli explained the 2020 Budget Highlights:

The 2020 budget total is \$42,719,441. This is an increase of \$1.7 million from the 2019 budget.

The budget is balanced. Total property tax revenue is \$17,447,849. Total revenue from other sources is \$20,284,701 and total from fund balance is \$4,986,891. The decrease in fund balance is due to capital projects budgeted for 2020. These projects are funded by money reserved for capital purchases as well as carryover from 2019 projects not completed. The County's total capital budget is \$8.3 million.

County health insurance premiums went up 2% for 2020 for an increase of approximately \$60,000 in premiums. The total premiums the County will pay for health insurance premiums for 2020 will be approximately \$3 million. Last year the County saw a 9.5% increase in employee health insurance premiums.

The County salary structure is increased by 2%. This is a cost of living adjustment. The County also has budgeted 3% for merit increases. Supervisors will be able to give the merit increases as they see fit. The salary increases amounts to an additional \$600,000 in the budget.

General Fund budget is \$15,555,278. This includes a capital project budget of \$862,500. This includes new A/C unit for the County Administration Building.

Road and Bridge Fund budget is \$8,450,775. This includes a capital project budget of \$1,681,251. This includes four bridge replacement projects and several road projects. Social Services 2020 budget is \$5,776,233.

911 Emergency Telephone Fund budget is \$1,087,100. This includes \$600,000 for capital projects.

Lodging and Tourism Fund budget is \$227,392.

Conservation Trust Fund budget is \$148,000. This includes \$100,000 in capital projects.

Confiscation Seizure Fund budget is \$10,000.

Jail Capital Improvement Fund budget is \$100,000. The budget includes an upgrade of the video arraignment system at the jail.

Ambulance Service Budget is \$1,827,378. This includes \$265,000 in capital projects.

Solid Waste Management Fund budget is \$3,159,528. This includes \$2,041,000 for a capital project.

Central Services Fund Budget is \$6,377,757. This includes capital projects totaling \$2,656,500.

Chairman Zwetzig asked Ms. Covelli about the HUTF funds if those are staying steady or decreasing, with her stating they are not going down.

Commissioner Arndt made a motion to approve Resolution 2019 BCC 33, A Resolution summarizing expenditures and revenues for each fund adopting a budget for Morgan County, Colorado, for the calendar year beginning on the first day of January 2020, and ending on the last day of December 2020, as presented by Morgan County Finance Director, Michelle Covelli, with Commissioner Becker seconding the motion. At this time, the motion carried 3-0.

Consideration of Approval – RESOLUTION - 2019 BCC 34 - A Resolution levying general property taxes for the year 2019, to help defray the costs of government for the County of Morgan, Colorado, for the 2020 budget year

RESOLUTION 2019 BCC 34

RESOLUTION TO SET MILL LEVIES

A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2019, TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE COUNTY OF MORGAN, COLORADO, FOR THE 2020 BUDGET YEAR.

WHEREAS, the Board of County Commissioners of the County of Morgan has adopted the annual budget in accordance with the Local Government Budget Law, on December 12, 2019, and;

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WHEREAS, the amount of money necessary to balance the budget for the general operating purposes General Fund is \$11,722,896 and;

WHEREAS, the amount of money necessary to balance the budget for Road and Bridge Fund is \$4,519,700, and;

WHEREAS, the amount of money necessary to balance the budget for Social Services Fund is \$1,205,253, and;

WHEREAS, the 2019 valuation for assessment for the County of Morgan as certified by the County Assessor is \$602,626,640

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF MORGAN, COLORADO:

Section 1. That for the purpose of meeting all general operating and other expenses of General Fund of the County of Morgan during the 2020 budget year, there is hereby levied a tax of 19.453 mills upon each dollar of the total valuation for assessment of all taxable property within the County for the year 2019.

Section 2. That for the purpose of meeting all operating and other expenses of the Road and Bridge Fund of the County of Morgan during the 2020 budget year, there is hereby levied a tax of 7.500 mills upon each dollar of the total valuation for assessment of all taxable property within the County for the year 2019.

Section 3. That for the purpose of meeting all operating and other expenses of the Social Services Fund of the County of Morgan during the 2020 budget year, there is hereby levied a tax of 2.000 mills upon each dollar of the total valuation for assessment of all taxable property within the County for the year 2019.

The details of the above tax levies is as follows:

FUND	MILL LEVY
General	19.448
Tax Abatement	0.005
Total General	19.453
Road and Bridge	7.500
Social Services	2.000
Total Levy	28.953

Section 4. That the Budget Officer is hereby authorized and directed to immediately certify to the County Commissioners of Morgan County, Colorado, the mill levies for the County of Morgan as herein above determined and set.

ADOPTED, this 12th Day of December AD 2019

**THE BOARD OF COUNTY COMMISSIONERS
MORGAN COUNTY, COLORADO**

s/James P. Zwetzig
James P. Zwetzig, Chairman

s/Mark A. Arndt
Mark A. Arndt, Commissioner

s/Jon J. Becker
Jon J. Becker, Commissioner

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(SEAL)

ATTEST:

s/Susan L. Bailey

Susan L. Bailey

Morgan County Finance Director, Michelle Covelli presented to the Board for approval, a Resolution 2019 BCC 34, a Resolution levying general property taxes for the year 2019, to help defray the costs of government for the County of Morgan, Colorado, for the 2020 budget year. Ms. Covelli provided a summary of the County's assessed value as being \$602,626,640 which is an increase of \$54.7 million. Ms. Covelli then read aloud the mill levies that will be necessary to certify in order to cover the County's 2020 budgeted expenditures.

Commissioner Arndt made a motion to approve Resolution 2019 BCC 34, a Resolution levying general property taxes for the year 2019, to help defray the costs of government for the County of Morgan, Colorado, for the 2020 budget year, as presented by Morgan County Finance Director, Michelle Covelli, with Commissioner Becker seconding the motion. At this time, the motion carried 3-0.

Consideration of Approval – RESOLUTION - 2019 BCC 2018 BCC 35 - A Resolution appropriating sums of money to the various funds and spending agencies, in the amount and for the purpose as set forth below, for the County of Morgan, Colorado, for the 2020 budget year

**RESOLUTION 2019 BCC 35
RESOLUTION TO APPROPRIATE SUMS OF MONEY**

A RESOLUTION APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNT AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE COUNTY OF MORGAN, COLORADO FOR THE 2020 BUDGET YEAR.

WHEREAS, the Board of County Commissioners of Morgan County has adopted the annual budget in accordance with the Local Government Budget Law, on December 12, 2019, and;

WHEREAS, the Board of County Commissioners had made provision therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget, and;

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, so as not to impair the operations of the County.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS of the County of Morgan, Colorado:

That the following sums are hereby appropriated from the revenue of each fund, to each fund, for the purposes stated:

General	\$ 14,692,778	\$ 862,500	\$ 15,555,278
Special Revenue			
Road and Bridge	6,769,524	1,681,251	8,450,775
Social Services	5,776,233	0	5,776,233
911 Emergency Telephone	487,100	600,000	1,087,100
Lodging Tourism Tax	227,392	0	227,392
Conservation Trust	48,000	100,000	148,000
Confiscation Seizure Fund	10,000	0	10,000
Capital Improvement Fund			
Jail Capital Improvement	0	100,000	100,000
Enterprise Funds			
Ambulance Service Fund	1,562,378	265,000	1,827,378
Solid Waste Management	1,118,528	2,041,000	3,159,528
Central Services	<u>3,721,257</u>	<u>2,656,500</u>	<u>6,377,757</u>
Totals	<u>\$ 34,413,190</u>	<u>\$ 8,306,251</u>	<u>\$ 42,719,441</u>

ADOPTED, this 12th day of December AD 2019.

**THE BOARD OF COUNTY COMMISSIONERS
MORGAN COUNTY, COLORADO**

s/James P. Zwetzig

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James P. Zwetzig, Chairman

s/Mark A. Arndt
Mark A. Arndt, Commissioner

s/Jon J. Becker
Jon J. Becker, Commissioner

(SEAL)

ATTEST:

s/Susan L. Bailey
Susan L. Bailey

Morgan County Finance Director, Michelle Covelli presented to the Board for approval, a Resolution 2019 BCC 35, a Resolution appropriating sums of money to the various funds and spending agencies, in the amount and for the purpose as set forth below, for the County of Morgan, Colorado, for the 2020 budget year. Ms. Covelli stated it is necessary to appropriate the funds that will be spent in 2020 and asked for approval from the Board to appropriate the total sum of \$42,719,441 for the 2020 budget.

Commissioner Arndt made a motion to approve Resolution 2019 BCC 35, a Resolution appropriating sums of money to the various funds and spending agencies, in the amount and for the purpose as set forth below, for the County of Morgan, Colorado, for the 2020 budget year, for the County of Morgan, Colorado, for the 2020 budget year, as presented by Morgan County Finance Director, Michelle Covelli, with Commissioner Becker seconding the motion. At this time, the motion carried 3-0.

Consideration of Approval – Morgan County Tuition Reimbursement Program

Morgan County Human Resources Director, Tracy Amen, presented to the Board the Morgan County Tuition Reimbursement Program. Ms. Amen stated this is a new program for County employees. In the fiscal year 2020 there will be seven \$1,500.00 tuition reimbursement awards for a total of \$10,500.00. Ms. Amen explained that employees can apply for one \$1,500.00 per year award to go toward tuition reimbursement with a maximum of \$3,000.00. There are some criteria they must have worked for the County for at least 2 years and they cannot have a disciplinary action in their file. Ms. Amen stated that if the employee does leave the County within 24 months of receiving the award they will have to pay back the funds. Ms. Amen stated that the employee will have to attend an accredited university or trade school that contributes to their position or a position at the County. Jacque Frenier, Morgan County Department of Human Services Director thanked the Board for this program and stated this program will be beneficial for not only her staff but other County employees as well.

Commissioner Becker made a motion to approve the Morgan County Tuition Reimbursement Program as presented by Morgan County Human Resources Director, Tracy Amen, with Commissioner Arndt seconding the motion. At this time, the motion carried 3-0.

Consideration of Approval – Employee Tuition Reimbursement Application & Agreement

Morgan County Human Resources Director, Tracy Amen, presented to the Board Employee Tuition Reimbursement Application & Agreement. Ms. Amen stated that the application and agreement are one document to make it simpler for employees to fill out and there is also a portion of the application that the Department head will fill out as well. Ms. Covelli asked what if there are more than seven applicants, with Ms. Amen stating it is a first come first serve basis. Ms. Amen did clarify this program is for going forward and does not work for degrees that were obtained by employees prior to the program.

Commissioner Arndt made a motion to approve the Employee Tuition Reimbursement Application & Agreement as presented by Morgan County Human Resources Director, Tracy Amen, with Commissioner Becker seconding the motion. Ms. Covelli asked if this is during working hours or after hours, with Ms. Amen stating that it is after hours and that is part of the agreement. At this time, the motion carried 3-0.

There was further discussion as to how the Board feels that the merit system should be used along with the employee evaluations and the importance of those being completed.

Being no further business the meeting was then adjourned at 9:38 a.m.

Respectfully Submitted,

Randee Aleman
Deputy Clerk to the Board

(Minutes ratified January 7, 2020)

**THE BOARD OF COUNTY COMMISSIONERS
MORGAN COUNTY, COLORADO**

