

# COMMISSIONERS PROCEEDINGS 1

## BOARD OF COUNTY COMMISSIONERS Minutes of Meeting January 9, 2024

As reflected in posted agenda:

To participate in the Citizen's Comment Period you must connect via Zoom Conferencing Access Information: <https://us02web.zoom.us/j/89898467950> If you cannot connect via Zoom, you may submit written public comment to [morgancountybcc@co.morgan.co.us](mailto:morgancountybcc@co.morgan.co.us) by email by 4 p.m. on Monday January 08, 2024.

To participate in Public Hearings you may connect via Zoom Conferencing Access Information: <https://us02web.zoom.us/j/89898467950> to listen via phone, please dial: 1-312-626-6799, Meeting ID: 898 9846 7950

To watch and/or listen to the meeting but not participate, you may do so by connecting via Zoom Conferencing Access Information: <https://us02web.zoom.us/j/89898467950> or to listen via phone, please dial: 1-312-626-6799, Meeting ID: 898 9846 7950

The Board of Morgan County Commissioners met Tuesday, January 9, 2024 at 9:00 a.m. with Chairman Gordon Westhoff, Commissioner Mark Arndt and Commissioner Jon Becker in attendance. Chairman Westhoff asked KFTM Radio Reporter Pete Wagner to lead the meeting in the Pledge of Allegiance.

### CITIZEN'S COMMENT

There was no citizen comment provided.

### CONSENT AGENDA

1. Ratify the Board of County Commissioners approval of meeting minutes dated December 19, 2023
2. Ratify the Board of County Commissioners approval of Contract 2024 CNT 001, Viaero Wireless, Term of Contract December 15, 2023 through December 14, 2028.
3. Ratify the Board of County Commissioners approval of Contract 2024 CNT 002, Command Service Systems, Term of Contract January 1, 2024 through December 31, 2024.
4. Ratify the Board of County Commissioners approval of Contract 2024 CNT 003, Quad County Heating and Plumbing Inc, Term of Contract December 19, 2023 through July 1, 2024.
5. Ratify the Board of County Commissioners approval of Contract 2024 CNT 004, Buchanan Welding, Term of Contract January 1, 2024 through December 31, 2024.
6. Ratify the Board of County Commissioners approval of Contract 2024 CNT 005, Wiggins Electric, Term of Contract January 1, 2024 through December 31, 2024.
7. Ratify Chairman Gordon Westhoff's signature on Colorado Liquor Retail License Renewal Application for Russell D Croft and Victoria V Visser dba The Flame Steakhouse, signed December 19, 2023.
8. Ratify the Board of County Commissioners approval on Memorandum of Understanding 2024 MOU 01, School of EMS, Term of Contract January 1, 2024 through December 31, 2024.
9. Ratify Chairman Westhoff's signature on Eligible Governmental Entity Agreement with the Colorado Statewide Internet Portal Authority, signed December 5, 2023.
10. Ratify the Board of County Commissioners approval on Morgan County Fairgrounds Fee Waiver Request for Colorado Chapters of Family Campers & Rvers, signed December 4' 2023.
11. Ratify Chairman Gordon Westhoff's signature on the Storm Water Inspection Report, Inspection Date December 27, 2023 signed January 4, 2024.
12. Ratify the Board of County Commissioners approval on assignment of debt collections to Wakefield and Associates, Client #231575, #231821, #231890, #232216, #231783, #231045, #231042, #231842, #232007, #231849, #231679, #231731, #231702, #231812, #231780, #232029, #231991, #231446, #230133, #232107, #232053, #231958, #230953, #231995, #232046, #231777, #231629A, #231710, #231424, #231462, #230863, #230890, #231843, #232039, #231903, #232032.

At this time, Commissioner Arndt made a motion to approve items 1-12 as presented; Commissioner Becker seconded the motion. The motion carried 3-0.

### UNFINISHED BUSINESS

There was no unfinished business.

### ORGANIZATION OF THE BOARD

Chairman Westhoff entertained a motion to sine die at this time. At this time, Commissioner Becker made a motion to sine die, with Commissioner Arndt seconding the motion, motion carried 3-0.

At this time, Chairman Westhoff turned the meeting over to Morgan County Clerk and Recorder Kevin Strauch.

Morgan County Clerk and Recorder Kevin Strauch then called the 2024 organizational meeting to order at 9:03 a.m.

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He asked to entertain a motion for nominations for Chairman of the Board, at which time Commissioner Becker moved to nominate Commissioner Mark Arndt. Commissioner Westhoff seconded the motion and motion carried 3-0.

Clerk and Recorder Kevin Strauch then entertained a motion for Chairman Pro Tem of the Board at which time Commissioner Arndt moved to nominate Commissioner Jon Becker as Chairman Pro Tem. Commissioner Westhoff seconded this motion and motion carried 3-0.

At this time, Clerk Strauch turned the meeting over to Chairman Mark Arndt to continue with the 2024 Organizational Meeting, commencing with item #7.

## 2024 Organizational Meeting Schedule

1. Motion to Sine Die  
At this time meeting should be over to the Clerk & Recorder
2. Swearing In of Elected Officials
3. County Clerk Call to Order
4. Nominations for Chair
5. Nominations for Pro Tem Chair
6. At this time meeting should be turned back to the Chair of BCC
7. The Official paper for Morgan County  
Fort Morgan Times

A motion was made by Commissioner Westhoff naming the Fort Morgan Times the official paper for Morgan County as listed in the organizational schedule. Commissioner Becker seconded the motion and motion carried 3-0.

8. Publication of the Delinquent Taxes  
Fort Morgan Times

A motion was made by Commissioner Becker having the Delinquent Taxes be published in the Fort Morgan Times as listed in the organizational schedule. Commissioner Westhoff seconded the motion and motion carried 3-0.

9. Publication of the Public Notices  
Fort Morgan Times

A motion was made by Commissioner Westhoff to appoint the Fort Morgan Times as the official paper for publications of the public notices as listed in the organizational schedule. Commissioner Becker seconded the motion and motion carried 3-0.

10. County Auditors  
Watson, Coon & Ryan LLC

A motion was made by Commissioner Becker appointing Watson Coon Ryan, LLC as the County Auditors for 2024. Commissioner Westhoff seconded the motion and motion carried 3-0.

11. County Depositors for County Funds

Bank of Colorado (Pinnacle Bank)	Fort Morgan & Brush, Colorado
BMO Bank	Fort Morgan, Colorado
Brush State Bank	Brush, Colorado
Colorado Local Government Liquid Asset Trust (COLOTRUST)	Denver, Colorado
Colorado Surplus Asset Fund Trust (CSAFE)	Denver, Colorado
Colorado Statewide Investment Program (CSIP)	Denver, Colorado
Equitable Savings and Loan Association	Fort Morgan, Colorado
Farmers State Bank of Brush	Brush, Colorado
FMS Bank	Fort Morgan, Colorado
Golden Belt Bank, FSA	Fort Morgan, Colorado
High Plains Bank	Wiggins, Colorado
Multi Bank Securities, Inc.	Southfield, Michigan
Wells Fargo Bank, NA	Fort Morgan, Colorado

A motion was made by Commissioner Westhoff authorizing the County Depositors for County as printed in the organizational schedule. Commissioner Becker seconded the motion and motion carried 3-0.

# COMMISSIONERS PROCEEDINGS 3

## 12. Appointment of County Directors/Managers

Mindi Cloyd – Administrative Services Manager  
Bruce Bass – Public Works Director  
David Bute – Department of Human Services Attorney  
Dave Cornwell – Building Maintenance Director  
Lori Crispin – Finance Director/Budget Officer  
Roger Doll – Emergency Management Director  
Travis Freeman – Ambulance Director  
Karol Kopetzky – Information Systems Director  
Cass Yearous – Environmental Director  
Danette Martin – Communications Center Director  
Jacque Frenier - Human Services Director  
Margo Carney – Human Resource Specialist  
Jeff Parker – Hoffmann, Parker, Wilson & Carberry, P.C. – County Attorney  
Nicole Hay – Planning and Zoning Director/Floodplain Administrator  
Vacant – Morgan County Veteran’s Services Officer

A motion was made by Commissioner Becker appointing the County Directors and County Managers, as listed in the organizational schedule. Commissioner Westhoff seconded the motion and motion carried 3-0.

## 13. Appointment of Designated Emergency Response Authority

Roger Doll, Emergency Management Director,  
Steve Vosburg Deputy Emergency Management – In the absence of Director

A motion was made by Commissioner Westhoff appointing Roger Doll, Emergency Management Director as the Designated Emergency Response Authority Steve Vosburg as the Deputy as listed in the organizational schedule. Commissioner Becker seconded the motion and motion carried 3-0.

## 14. Appointment of Americans with Disabilities Act Coordinator for 2024

Margo Carney, Human Resources Director

A motion was made by Commissioner Becker appointing Margo Carney, Human Resources Director as the American with Disabilities Act Coordinator for 2024 as listed in the organizational schedule. Commissioner Arndt seconded the motion and motion carried 3-0.

## 15. Establish the rate of charge for E911 Emergency Telephone Service Rate (as per statute 29-11-103(3)(a) for Morgan County for 2024

\$1.97 E911 rate per phone number per month

A motion was made by Commissioner Westhoff establishing the rate of charge for E911 Emergency Telephone Service Rate for Morgan County for 2024 at \$1.97 per phone number per month. Commissioner Becker seconded the motion. Commissioner Becker Tasked if this amount was submitted from Danette Martin with Dusty Corliss stating yes it was and the fee will be going up in February or March. At this time motion carried 3-0.

## 16. Commissioner Committee appointments

Jon J. Becker:

- a. Transportation Advisory Council and Upper Front Range – Representative
- b. Statewide Transportation Advisory Committee – Representative
- c. Morgan County Communication Center Board/911 Authority Board – Representative
- d. Morgan County Economic Development Corp. – Representative
- e. Morgan County Tourism Panel – Alternate
- f. Northeast Colorado Health Department – Alternate

Mark A. Arndt:

- a. Northeast Colorado Health Department – Representative
- b. Fair Board – Ex-Officio
- c. Morgan County Communication Center Board - Alternate

Gordon H. Westhoff:

- a. Northeast Colorado Association of Local Government – Representative
- b. Morgan County Tourism Panel – Ex Officio
- c. Fort Morgan Chamber of Commerce – Ex-Officio
- d. Brush Chamber of Commerce – Ex-Officio
- e. Northeast All Hazards Region – Morgan County Representative

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- f. Just Transition Action Committee
- g. Colorado Child Welfare Allocation Committee
- h. Northeast Colorado Region 4 Opioid Council

Commissioner Becker made the motion to appoint the Commissioners to the Board's as presented. Commissioner Arndt seconded the motion, motion carried 3-0.

17. Appointment as Chief Deputy Clerk in Absence of County Clerk:

Randee Aleman

Commissioner Westhoff made the motion to appoint Randee Aleman as the Chief Deputy Clerk in absence of the County Clerk. Commissioner Becker seconded the motion and motion carried 3-0.

18. Appointment as Deputy Clerk to the Board in absence of County Clerk:

Randee Aleman  
Pat Mendoza  
Carina Liebanos  
Stephanie Amen  
Mindi Cloyd

Commissioner Becker made the motion to appoint Randee Aleman, Pat Mendoza, Carina Liebanos, Stephanie Amen and Mindi Cloyd as Deputy Clerk to the Board in absence of the County Clerk. Commissioner Westhoff seconded the motion and motion carried 3-0.

19. Appointment to witness and sign warrants that require hand signatures in the Absence of Commissioners and County Clerk:

Randee Aleman

Commissioner Westhoff made the motion to appoint Randee Aleman to witness and sign warrants that require hand signatures in the absence of County Commissioners and County Clerk. Commissioner Becker seconded the motion and motion carried 3-0.

20. Appointment to witness and sign Morgan County Board Social/Human Services Meeting documents

Jacque Frenier

Commissioner Becker made the motion to appoint Jacque Frenier to witness and sign Morgan County Board of Social/Human Services meeting documents. Commissioner Westhoff seconded the motion and motion carried 3-0.

21. Appointment to witness and sign documents that require hand signatures in the absence of Planning and Zoning Administrator

Cheryl Brindisi

Commissioner Westhoff made the motion to appoint Cheryl Brindisi to witness and sign documents that require hand signatures in the absence of the Planning and Zoning Administrator. Commissioner Becker seconded the motion and motion carried 3-0.

22. Appointments to Morgan County Building Authority, Inc.

No New Appointments for 2024

23. Appointments to the Planning Commission

Erik Mohrlang (12/31/26)  
Pete Mercer (12/31/24)  
Robert Pennington (12/31/24)  
Nathan Troudt (12/31/24)  
Dave Musgrave (12/31/25)  
Rob Chilson (12/31/26)  
Vacant - Member  
Allyn Wind – Alternate (12/31/25)  
Vacant - Alternate

# COMMISSIONERS PROCEEDINGS 5

Commissioner Becker made a motion to approve those appointed to the Planning Commission as listed in the organizational meeting schedule. Commissioner Westhoff seconded the motion. Chairman Arndt stated that there is one vacancy on the Board and if citizens are interested contact the Morgan County Planning Department. At this time the motion carried 3-0.

## 24. Appointments to the Board of Adjustments

Julie A. Padilla (12/31/26)  
Charles Ruyle (12/31/24)  
Jason Enfante (12/31/2025)  
Allyn Wind (12/31/25)  
Paula Keefe (12/31/24)  
Vacant – Alternate  
Vacant - Alternate

Commissioner Westhoff made the motion to appoint those members as listed in the organizational meeting schedule for the Board of Adjustments, with Commissioner Becker seconding the motion noting the vacancy for two alternate positions. The motion carried 3-0.

## 25. Appointment to Northeast Colorado Association of Local Governments for 2024

City of Brush (12/31/24)

Commissioner Becker made the motion to appoint the City of Brush to the Northeast Colorado Association of Local Governments for 2024 with Commissioner Westhoff seconding the motion and motion carried 3-0.

## 26. Appointments to the Morgan County Weed Advisory Committee

David Colburn  
Dale Colerick  
Alan Lingo  
John Wagner  
Todd Wickstrom

Commissioner Westhoff made the motion to appoint those named in the organizational meeting schedule, for the Morgan County Weed Advisory Committee. Commissioner Becker seconded the motion and motion carried 3-0.

## 27. Appointments to the Human Services Programs for 2024

### Family Preservation Program Commission

Trish McClain – Northeast Colo. Health Department  
Mary Gross – Morgan Family Center  
Andrew McClary – Attorney at Law  
Earleen Oswald - Community Member  
Britt Lover - CYDC  
Shaleena McKie – Baby Bear Hugs  
Jacque Frenier – Morgan County DHS, Director  
Shantel Nelson – Morgan County DHS, CORE Coordinator  
Jody Strouse – SHARE  
Elaine Horton - IOG  
Lyle Koch – Probation Officer  
Doreen Hills - CHTA

### Child Protection Team

Audra Unrein – Fort Morgan Middle School  
Briette Tormohlen – Fort Morgan School District Social Worker Director  
Brenda Wildrick – Centennial Mental Health  
Heather Baier – Probation  
Trish McClain – Northeast Colo. Health Department  
Ashley Warren – Morgan County Sheriff's Office  
Ted Thyne – Fort Morgan Police Department  
Palmer Auguiano – Fort Morgan Police Department  
Jody Strouse – SHARE  
Paula Bragg – SARA House  
Alisha Kauffman – Safecare  
Jaylyn Holzworth – SPED Fort Morgan School District  
Barb Wacker – Early Learning Ventures  
Leah Lefever – Brush School District BOCES  
Michelle Sooter – Brush Pre-K

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Lana Schamberger – BOCES  
Shaleena McKie – Baby Bear Hugs  
Ashley Sepulveda – St. Elizabeth Hospital

## Adult Protection Team

Alison Snider – Morgan County Department of Human Services  
Isabel Wiens – Morgan County Department of Human Services  
Carrie Schmeeckle – Morgan County Department of Human Services  
Maribel Sintas – Morgan County Department of Human Services  
Rogelio Segura – Morgan County Department of Human Services  
David Bute – Department of Human Services Attorney  
Andrew McClary – Attorney at Law  
Erin Midcap – Valley View Villa  
Palmer Anguiano – Fort Morgan Police Department  
Ted Thyne – Fort Morgan Police Department  
Brittany Lessenden – South Platee Health and Rehab  
Lori Araujo – Eastern Colorado Services  
Luann Boyer – Community Member  
Paula Bragg – SARA House  
Jody Strouse – SHARE  
Allyson McMurray – LHC Home Health Care  
Ashely Warren – Morgan County Sheriff's Office  
Deb Fostedt – SARA House  
JJ Pursley – Banner Health  
Dakota Alber – Area Agency on Aging  
Leslie King – DHS Staff  
Shauna Barbee – Morgan County Sheriff's Office  
William Bencomo – Fort Morgan Police Department  
Sarah Christensen – Options Long Term Care

## Citizens Review Panel

Lesley Linton – Morgan

Commissioner Becker made the motion to approve the members of the Family Preservation Program Commission as indicated on the organizational meeting schedule. Commissioner Westhoff seconded the motion and motion carried 3-0.

## 28. Appointments to the Tourism Lodging Panel

Tyler Purvis – City of Brush  
MaKyle Mares – Brush Chamber  
Sandy Engle – City of Fort Morgan  
Evi Salgado – Fort Morgan Chamber  
Matt Schuler – Jackson Lake State Park  
Christie Creighton – Northeast Colorado Broadcasting  
Samantha Freedman – Best Western  
Evan Baldwin – Rodeway Inn/Tha Mav  
Cynthia Pope – Pope Farms

Commissioner Westhoff made a motion to appoint those listed on the organizational meeting schedule for the Tourism Lodging Panel. Commissioner Becker seconded the motion and motion carried 3-0.

## 29. Appointments to the Extension Advisory Board

Mark Arndt - Commissioner  
Jon Becker - Commissioner  
Gordon Westhoff - Commissioner  
Angela Smith  
Bart Ginther  
Colton Baltazar  
Brian Downing  
Pat Erlich  
Dustin Heid  
Christine Ely  
Steve Kopetzky

Commissioner Becker made the motion to appoint those that are listed on the organizational meeting schedule for the Extension Advisory Board. Commissioner Westhoff seconded the motion and motion carried 3-0.

## 30. Appointments to the Fair board

Jon Cook (term ends 12/31/26)  
Emily Curtis (term ends 12/31/26)

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Dave Sharman (term end 12/31/24)  
Jason Frasco (term ends 12/31/24)  
Carter Mortensen (term ends 12/31/24)  
Dan Kendrick (term ends 12/31/24)  
Matt Kalous (term ends 12/31/25)  
Jill Westhoff-Curtis (term ends 12/31/25)  
Erik Mohrlang (term ends 12/31/25)  
Cara Draegert (term ends 12/31/25)  
Vacant (term ends 12/31/26)

Commissioner Westhoff made the motion to appoint those listed on the organizational meeting schedule for the Morgan County Fair Board, with Commissioner Becker seconding the motion. Chairman Arndt stated that there is a vacancy due to the retirement of Val Loose and thanked her for all her hard work. Motion carried 3-0.

## 31. Appointment of Board of Equalization Arbitrators

Robert Pennington  
Shelly Berhost  
Scott Schreiner

Commissioner Becker made the motion to appoint those listed on the organizational meeting schedule for the Board of Equalization Arbitrators. Commissioner Westhoff seconded the motion and motion carried 3-0.

## 32. Appointments to the Fort Morgan Pest Control District

Alan Meyer – President  
Linda Carlson – Secretary  
Kit Carlson – Member  
Dan Lebsock – Member  
Allen Walters – Member  
Dave Arndt – Member

Commissioner Westhoff made the motion to appoint those listed on the organizational meeting schedule for the Fort Morgan Pest Control District. Commissioner Becker seconded the motion and motion carried 3-0.

## 33. Appointments to the Wiggins Pest Control District

Alan Lingo  
Dave Knievel  
Tom Thomas  
Ron Geisick  
Jeff Bush

Commissioner Becker made the motion to appoint those listed on the organizational meeting schedule for the Wiggins Pest Control District. Commissioner Westhoff seconded the motion and motion carried 3-0.

## 34. Appointment to Eastern Colorado Services for the Developmentally Disabled

Carrie Ankrom

Commissioner Westhoff made the motion to appoint Carrie Ankrom for the representative to Eastern Colorado Services for the Developmentally Disabled. Commissioner Becker seconded the motion and motion carried 3-0.

## 35. Appointment to North East Colorado Health Department - Community Member-

Dr. Kevin Lindell, M.D. (term ends 12/31/2025)

Commissioner Becker made the motion to appoint Dr. Kevin Lindell, M.D. as the North East Colorado Health Department - Community Member. Commissioner Westhoff seconded the motion and motion carried 3-0.

## 36. Appointment to the Equal Employment Opportunity Officer C.F.R. Part 42, Subpart G

Margo Carney, Human Resources Specialist

Commissioner Westhoff made the motion to appoint Margo Carney, Human Resources Specialist, as the Equal Employment Opportunity Officer, C.F.R. Part 42, Subpart G. Commissioner Becker seconded the motion and motion carried 3-0.

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37. Appointment to the Section 504 Officer

Margo Carney, Human Resources Specialist

Commissioner Becker made the motion to appoint Margo Carney, Human Resources Specialist, as the Section 504 Officer. Commissioner Westhoff seconded the motion and motion carried 3-0.

38. Adopt Holidays for County Employees for 2024

New Year's Day – January 1, 2024  
Martin Luther King Day - January 15, 2024  
President's Day - February 19, 2024  
Memorial Day - May 27, 2024  
Juneteenth – June 19, 2024  
Independence Day - July 4, 2024  
Labor Day - September 2, 2024  
Columbus Day - October 14, 2024  
Veteran's Day - November 11, 2024  
Thanksgiving Day - November 28, 2024  
Day after Thanksgiving Day - November 29, 2024  
Christmas Day – December 25, 2024

Commissioner Westhoff made the motion to adopt the Holiday Schedule for employees for 2024 listed on the organizational meeting schedule. Commissioner Becker seconded the motion and motion carried 3-0.

39. Designated Posting Location for Board of County Commissioners

Meetings, Public Notices of Hearings as set by 2024 BCC 03 Resolution

[morgancounty.colorado.gov](http://morgancounty.colorado.gov)

In The Event Of Technical Difficulty, Posting Locations Will Defer To The Administration Building On The Main Floor, East Entrance Board And Basement Level Board Next To Planning And Zoning Office.

Commissioner Becker made a motion regarding the designated positing location for Board of County Commissioners Meeting and Public Notices of Hearings as being the Morgan County website, [morgancounty.colorado.gov](http://morgancounty.colorado.gov). Commissioner Westhoff seconded the motion. At this time motion carried 3-0.

40. Contact Designation for Open Records Requests for 2024

Kevin Strauch, County Clerk & Recorder  
Jon Horton, Morgan County Colorado Criminal Justice Record Act

Commissioner Westhoff made a motion to designate Kevin Strauch, County Clerk & Recorder and Jon Horton, Morgan County Colorado Criminal Justice Record Administrator, for Open Record Requests for 2024. Commissioner Becker seconded the motion and motion carried 3-0.

## **GENERAL BUSINESS AND ADMINISTRATIVE ITEMS**

### **Consideration of Approval – RESOLUTION 2024 BCC 01 Resolution Establishing Morgan County Business Hours**

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

#### **RESOLUTION 2024 BCC 01**

#### **A RESOLUTION ESTABLISHING MORGAN COUNTY BUSINESS HOURS**

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

1. The normal working hours of Morgan County Government shall be from 8:00AM to 4:00 PM, Monday through Friday, except for county holidays and emergencies. Individual departments and offices may adopt a different schedule to accommodate their individual duties.

APPROVED this 9<sup>th</sup> day of January, 2024.

# COMMISSIONERS PROCEEDINGS 9

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

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

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

\_\_\_\_\_  
s/ Gordon H. Westhoff  
Gordon H. Westhoff, Commissioner

(SEAL)  
ATTEST:

\_\_\_\_\_  
s/ Kevin Strauch  
Kevin Strauch

Commissioner Becker made a motion to approve Resolution 2024 BCC 01, Resolution Establishing Morgan County Business Hours. Commissioner Westhoff seconded the motion and motion carried 3-0.

**Consideration of Approval – RESOLUTION 2024 BCC 02 Resolution of Financial Authority of County Officials and Employees, Bank of Colorado**

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

**RESOLUTION NO. 2024 BCC 02**

**A RESOLUTION UPDATING THE FINANCIAL AUTHORITY OF COUNTY OFFICIALS AND EMPLOYEES RELATING TO COUNTY BANK ACCOUNTS**

**WHEREAS**, the County Commissioners desire to update which County officials have authority to open or close accounts; endorse for cash, deposit, negotiation, collection; sign checks or orders for payment; or execute fund withdrawal requests from County bank accounts on behalf of the County.

NOW THEREFORE be it resolved by the Morgan County Board of County Commissioners as follows:

Section 1. The following County Officials are hereby authorized to open or close accounts; endorse for cash, deposit, negotiation, collection; sign checks or orders for payment; or execute fund withdrawal request from the following County bank account.

- a. Bank of Colorado, Morgan County, Board of Commissioners Account Number 6700006937

Mark A. Arndt, County Commissioner  
Jon J. Becker, County Commissioner  
Gordon H. Westhoff, County Commissioner  
Kevin Strauch, County Clerk and Recorder  
Robert A. Sagel, County Treasurer

Section 2. No withdrawal request shall be effective unless execute by two of the above-named individuals.

Section 3. All previous authorizations relating to the same subject matter are hereby repealed.

APPROVED this 9th day of January 2024.

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

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

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

\_\_\_\_\_  
s/ Gordon H. Westhoff  
Gordon H. Westhoff, Commissioner

(SEAL)



# COMMISSIONERS PROCEEDINGS 11

NOW THEREFORE be it resolved by the Morgan County Board of County Commissioners as follows:

1. Mindi Cloyd is hereby appointed as the Morgan County Administrative Assistant to the Board of County Commissioners with said duties as stated in the Morgan County Position Description. Pursuant to C.R.S. § 30-11-107(1)(n), Ms. Cloyd shall serve at the pleasure of the Board of County Commissioners.

APPROVED this 9<sup>th</sup> day of January, 2024.

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

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

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

\_\_\_\_\_  
s/ Gordon H. Westhoff  
Gordon H. Westhoff, Commissioner

(SEAL)  
ATTEST:

\_\_\_\_\_  
s/ Kevin Strauch  
Kevin Strauch

Commissioner Westhoff made a motion approve 2024 BCC 04 Resolution Appointing an Administrative Assistant to the Board Pursuant to C.R.S. 30-11-107(1)(n) to appoint Mindi Cloyd as the Administrative Assistant to the Morgan County Board of County Commissioners. Commissioner Becker seconded the motion and motion carried 3-0.

**Consideration of Approval – Resolution 2024 BCC 05 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 2024, And Ending On The Last Day Of December 2024**

**RESOLUTION 2024 BCC 05**

**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 2024, AND ENDING THE LAST DAY OF DECEMBER 2024.

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

**WHEREAS**, Budget Officer, Lori Crispin, has submitted the proposed Budget to this governing body on October 16, 2023, 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 13, 2023, and interested taxpayers were given the opportunity to file or register any objection to said budget, and;

**WHEREAS**, the Colorado General Assembly conducted an extraordinary session, convened on November 17, 2023, and passed SB23B-001, which extended the deadline for the County to adopt its 2024 budget from December 31, 2023, to January 10, 2024: 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 RESOLVLED 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	\$ 25,870,710
Special Revenue Funds	
Road and Bridge Fund	11,382,580
Social Services Fund	7,051,235
911 Emergency Telephone Fund	1,703,500
Lodging Tourism Tax Fund	259,100
Conservation Trust Fund	770,728
Confiscation Seizure Fund	1,000
Capital Improvement Fund	
Jail Capital Improvement Fund	1,000,000
Enterprise Funds	
Ambulance Service Fund	2,545,476
Solid Waste Management Fund	1,723,362
Central Services Fund	8,051,492
<b>Totals</b>	<b>\$ 60,359,183</b>

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

General	\$ 4,601,345	\$ 7,115,036	\$ 14,154,329	\$ 25,870,710
Special Revenue				
Road and Bridge	1,914,195	4,039,169	5,429,216	11,382,580
Social Services	663,844	4,939,600	1,447,791	7,051,235
911 Emergency Telephone	853,500	850,000	0	1,703,500
Lodging Tourism Tax	109,100	150,000	0	259,100
Conservation Trust	620,728	150,000	0	770,728
Confiscation Seizure Fund	0	1,000	0	1,000
Jail Capital Improvement	865,000	135,000	0	1,000,000
Enterprise Funds				
Ambulance Service Fund	463,476	2,082,000	0	2,545,476
Solid Waste Management	161,762	1,561,600	0	1,723,362
Central Services	1,719,856	6,331,636	0	8,051,492
<b>Totals</b>	<b>\$ 11,972,806</b>	<b>\$ 27,355,041</b>	<b>\$ 21,031,336</b>	<b>\$ 60,359,183</b>

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 9th day of January AD 2024.

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

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

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

\_\_\_\_\_  
s/ Gordon H. Westhoff  
Gordon H. Westhoff, Commissioner

(SEAL)

ATTEST:

\_\_\_\_\_  
s/ Kevin Strauch  
Kevin Strauch

# COMMISSIONERS PROCEEDINGS 13

Morgan County Finance Director, Lori Crispin presented to the Board Resolution 2024 BCC 05 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 2024, And Ending On The Last Day Of December 2024. Ms. Crispin stated the preliminary 2024 budget was presented to the Board of County Commissioners pursuant to state statute and a special meeting of the Board was held on November 13, 2023.

The deadline to adopt the budget was extended from December 15, 2023 to January 10, 2024 as the Colorado General Assembly conducted an extraordinary session which convened on November 17, 2023 and passed SB23B-001 which extended the deadline to adopt the 2024 budget.

There have been changes made to the budget since the special meeting.

The 2024 Budget for Morgan County is \$60,359,183 of this budgeted

- General fund - \$25,870,710
- Road and Bridge - \$11,382,580
- Social Services - \$7,051,235
- 911 Emergency Telephone - \$1,703,500
- Lodging Tourism Tax - \$259,100
- Conservation Trust - \$770,728
- Confiscation Seizure - \$1,000
- Jail Capital Improvement - \$1,000,000
- Ambulance Service - \$2,545,476
- Solid Waste Management - \$1,723,362
- Central Services Fund - \$8,051,492

Ms. Crispin stated that \$14,552,010 has been budgeted for capital projects.

Ms. Crispin explained that there was a 30% increase in CAPP insurance mainly due to claims and overall insurance costs going up for the year, which equates to \$263,162, but we did have a decrease in work comp due to our loss ratio going down.

The County had 10% increase in health insurance due to rising health care costs overall, which equates over \$300,000 for employee only health care costs paid by County.

The County has approved contributing \$500 toward family health coverage for employees who elect family health coverage to help alleviate the cost of family health for employees and to help with employee retention.

County has approved a 2.50% COLA salary increase for all County employees that will be effective January 1, 2024.

Commissioner Westhoff made a motion approve Resolution 2024 BCC 05 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 2024, And Ending On The Last Day Of December 2024. Commissioner Becker seconded the motion and motion carried 3-0.

**Consideration of Approval – Resolution 2024 BCC 06 A Resolution Levying General Property Taxes For The Year 2023, To Help Defray The Costs Of Government For The County Of Morgan, Colorado, For The 2024 Budget Year**

**RESOLUTION 2024 BCC 06**

**RESOLUTION TO SET MILL LEVIES**

A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2023, TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE COUNTY OF MORGAN, COLORADO, FOR THE 2024 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 January 9, 2024, and;

# 14 COMMISSIONERS PROCEEDINGS

**WHEREAS**, the amount of money necessary to balance the budget for the general operating purposes General Fund is \$14,154,329 and;

**WHEREAS**, the amount of money necessary to balance the budget for Road and Bridge Fund is \$4,429,216, and;

**WHEREAS**, the amount of money necessary to balance the budget for Social Services Fund is \$1,447,791 and;

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 2024 budget year, there is hereby levied a tax of 19.553 mills upon each dollar of the total valuation for assessment of all taxable property within the County for the year 2023,

**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 2024 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 2023.

**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 2024 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 2023.

The details of the above tax levies is as follows:

<u>FUND</u>	<u>MILL LEVY</u>
General	19.448
Tax Abatement	<u>0.105</u>
Total General	19.553
Road and Bridge	7.500
Social Services	<u>2.000</u>
Total Levy	<u><u>29.053</u></u>

**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 9th Day of January AD 2024**

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

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

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

\_\_\_\_\_  
s/ Gordon H. Westhoff  
Gordon H. Westhoff, Commissioner

(SEAL)  
**ATTEST:**  
\_\_\_\_\_  
s/ Kevin Strauch  
Kevin Strauch

# COMMISSIONERS PROCEEDINGS 15

Morgan County Finance Director, Lori Crispin presented to the Board Resolution 2024 BCC 06 A Resolution Levying General Property Taxes For The Year 2023, To Help Defray The Costs Of Government For The County Of Morgan, Colorado, For The 2024 Budget Year. Ms. Crispin read the mill levies aloud. Ms. Crispin stated this is expected to generate \$21,031,336 in property tax revenue. Ms. Crispin explained that the general fund will receive \$14,154,329, road and bridge will receive \$5,429,216 and social services will receive \$1,447,791 which equates the \$21,031,336 in property tax revenue

Commissioner Becker made a motion approve Resolution 2024 BCC 06 A Resolution Levying General Property Taxes For The Year 2023, To Help Defray The Costs Of Government For The County Of Morgan, Colorado, For The 2024 Budget Year. Commissioner Westhoff seconded the motion and motion carried 3-0.

**Consideration of Approval – Resolution 2024 BCC 07 A Resolution Appropriating Sums Of Money To The Various Funds And Spending Agencies, In The Amount As Set Forth, For The County Of Morgan, Colorado, For The 2024 Budget Year**

## RESOLUTION 2024 BCC 07 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 2024 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 January 9, 2024, 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:

Fund	Current Operating Expenses	Capital Outlay	Total Expenditures
General	\$ 19,991,710	\$ 5,879,000	\$ 25,870,710
Special Revenue			
Road and Bridge	9,090,740	2,291,840	11,382,580
Social Services	7,041,235	10,000	7,051,235
911 Emergency Telephone	703,500	1,000,000	1,703,500
Lodging Tourism Tax	259,100		259,100
Conservation Trust	-	770,728	770,728
Confiscation Seizure Fund	1,000		1,000
Capital Improvement Fund			
Jail Capital Improvement		1,000,000	1,000,000
Enterprise Funds			-
Ambulance Service Fund	2,495,476	50,000	2,545,476
Solid Waste Management	1,439,362	284,000	1,723,362
Central Services	4,785,050	3,266,442	8,051,492
Totals	<u>\$ 45,807,173</u>	<u>\$ 14,552,010</u>	<u>\$ 60,359,183</u>

ADOPTED, this 9<sup>th</sup> day of January AD 2024.

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

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

# 16 COMMISSIONERS PROCEEDINGS

s/Jon J. Becker

Jon J. Becker, Commissioner

s/ Gordon H. Westhoff

Gordon H. Westhoff, Commissioner

(SEAL)

**ATTEST:**

s/ Kevin Strauch

Kevin Strauch

Morgan County Finance Director, Lori Crispin presented to the Board Resolution 2024 BCC 07 A Resolution Appropriating Sums Of Money To The Various Funds And Spending Agencies, In The Amount As Set Forth, For The County Of Morgan, Colorado, For The 2024 Budget Year.

Commissioner Westhoff made a motion approve Resolution 2024 BCC 07 A Resolution Appropriating Sums Of Money To The Various Funds And Spending Agencies, In The Amount As Set Forth, For The County Of Morgan, Colorado, For The 2024 Budget Year. Commissioner Becker seconded the motion and motion carried 3-0.

## **Consideration of Approval – MORGAN COUNTY FEE SCHEDULE 2024**

Morgan County Accounting Specialist, Dusty Corliss presented to the Board for approval, the 2024 Morgan County Fee Schedule. The fees were reviewed by all department heads. Mr. Corliss stated that the Morgan County Landfill updated fees, the Morgan County Clerk and Recorder added the new liquor license application fee from \$1,000 to \$500, Morgan County Treasurer updated the tax lien from \$5 to \$10 and Morgan County Planning an Zoning charged charges according to their policies.

Commissioner Becker noted that a hauler was upset with the fees at the Morgan County Landfill and stated that said that the landfill has not made charges to fees for 10 to 15 years and it has been expanded twice.

Morgan County Clerk and Recorder, Kevin Strauch stated that the \$1,000.00 liquor license fee was not previously on the fee schedule, but it is now and has been lowered to \$500.00.

Commissioner Becker made the motion approve the 2024 Morgan County Fee Schedule with the changes presented as presented by Morgan County Accounting Specialist, Dusty Corliss with Commissioner Westhoff seconding the motion. At this time motion carried 3-0.

## **COUNTY OFFICIAL AND DEPARTMENT HEAD REPORTS**

Morgan County Assessor Tim Amen, explained they are not complete with the year yet, they are still waiting on a few mill levies hopefully that will be complete tomorrow by the deadline of January 10<sup>th</sup>. The task force that was formed by the Governor have been meeting and he will hear about those meetings tomorrow.

Chairman Arndt stated that the County as until January 17<sup>th</sup> to adopt the mill levies.

Morgan County Planning and Zoning Director, Nicole Hay stated that the Planning Commission changed the meeting time from 7P.M. to 6P.M..

Mindi Cloyd Brush resident, stated she is excited and looking forward to her new position with the County as the Administrative Assistant to the Board.

Morgan County Clerk and Recorder, Kevin Strauch stated the election department will start working on the March 5<sup>th</sup> Presidential Primary ballot.

Commissioners reviewed the calendar dated January 5, 2023 through January 16, 2023 with no changes.

Being no further business the meeting was then adjourned at 9:46 a.m.

Respectfully Submitted,

Kevin Strauch  
Clerk to the Board

**(Minutes ratified January 23, 2024)**

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

s/ Mark A. Arndt

Mark A. Arndt, Chairman

# COMMISSIONERS PROCEEDINGS 17

s/Jon J. Becker

Jon J. Becker, Commissioner

s/ Gordon H. Westhoff

Gordon H. Westhoff, Commissioner

(SEAL)

ATTEST:

s/ Kevin Strauch

Kevin Strauch

**PUBLIC HEARING**

Chairman Arndt called the hearing to order at 9:55 a.m. on Tuesday, January 9, 2024 in the Assembly Room of the Morgan County Administration Building.

Chairman Mark Arndt, Commissioner Jon Becker, and Commissioner Gordon Westhoff were present. Planning and Zoning Administrator Nicole Hay, Planning and Zoning Technician Jenafer Santos, and IT Specialist Karol Kopetzky were also present.

**APPLICATION:**

**Applicant:** Smirks Holding LLC

**Landowners:** Smirks Holding LLC and the City of Fort Morgan

**Legal Description:** Located in the N ½ of Section 25, Township 4 North, Range 58 West of the 6<sup>th</sup> P.M., Morgan County, Colorado.

**Request:** Replat to trade the paved parking lot south of the former restaurant with vacant ground north of the former restaurant. An agreement has been made between Smirk’s Holding, LLC and the City of Fort Morgan (the owners of Quail Dunes Golf Course).

**APPLICATION OVERVIEW:**

Planning Administrator Nicole Hay read her file summary as follows:

**APPLICANTS AND LANDOWNERS:  
Smirks Holding, LLC/Nicholas Erker  
City of Fort Morgan**

This application is to replat Lot 1 of Greek Estates Minor Subdivision and a parcel of land in the N½ of Section 25, Township 4 North, Range 58 West of the 6<sup>th</sup> P.M., Morgan County, Colorado. Addressed as 17590 Co Rd T.5, Fort Morgan, Colorado 80701.

The property is zoned Commercial and the only current improvement is a former restaurant being remodeled to be used as office space.

Smirks Holding, LLC has reached an agreement with the City of Fort Morgan to swap some property. Currently, a paved parking lot, owned by Smirks Holding, LLC, to the south of the office building is being shared with Quail Dunes Golf Course which is owned by the City of Fort Morgan. The paved parking lot is no longer needed for the office building and Smirks Holding, LLC would be able to utilize some vacant ground to the north of the office building, owned by the City of Fort Morgan.

The intent of this replat is to separate the paved parking lot (0.31 acres) from Lot 1 of Greek Estates Minor Subdivision and add in the Vacant ground (0.53 acres) to create a 1.63-acre lot to be known as Lot 1A, Quail Dunes Replat. The separated paved parking lot will be transferred to the City of Fort Morgan, this will be known as Lot 2A, Quail Dunes Replat.

In reviewing an application for a Replat to add property to a previously approved subdivision the Board of County Commissioners shall apply the following criteria as listed from Section 10-400(G) of the Morgan County Subdivision Regulations:

- (1) The replat complies with these standards and regulations and the original conditions of approval.

- (2) Nonconforming lots are not created, and in the case of nonconforming lots, the nonconformity is not increased.
- (3) The replat is in keeping with the purpose and intent of these Subdivision Regulations.
- (4) Legal and physical access is provided to all parcels by public rights-of-way or recorded easement, acceptable to the County in compliance with these Subdivision Regulations.  
*The City of Fort Morgan and Smirks Holdings, LLC are in the process of finalizing a cross access agreement. This agreement will be recorded with the Morgan County Clerk and Recorder's and a copy will be supplied to the Planning and Zoning Department.*
- (5) The approval will not adversely affect the public health, safety, and welfare.

All appropriate notice requirements have been completed with no comments received as of January 2, 2024.

Nicole Hay  
Morgan County Planning Administrator

**DISCUSSION: Board of County Commissioners to applicant:**

At this time, Chairman Arndt asked the applicant if there is anything they would like to add to the application. Nick Erker representing Smirks Holding LLC and Brent Nation representing the City of Fort Morgan presented this application to the Board of County Commissioners. Brent Nation added that this has been seen in front of the City Council at their last meeting and the Council has passed a resolution being in favor of the land swap.

**Commissioner Westhoff** asked who will maintain the parking lot moving forward?

Brent Nation stated they have agreements that will spell all of that out clearly for the future so there will be no questions as to which party has what percentage of maintenance.

**PUBLIC COMMENT OPEN: None**

**PUBLIC COMMENT CLOSED:**

**BOARD OF COUNTY COMMISSIONER COMMENTS: None**

**Commissioner Westhoff** motioned to approve the replat Lot 1 of Greek Estates Minor Subdivision and a parcel of land in the N½ of Section 25, Township 4 North, Range 58 West of the 6<sup>th</sup> P.M., Morgan County, Colorado with the applicant being named as Smirks Holding LLC and the City of Fort Morgan as landowners.

**Commissioner Becker** seconded the motion.

Motion carries 3-0 .

Being no further business the meeting was then adjourned at 10:04 a.m.

Respectfully Submitted,  
Jenafer Santos  
Planning Technician

THE BOARD OF COUNTY COMMISSIONERS MORGAN  
COUNTY, COLORADO

\_\_\_\_\_  
s/ Mark A. Arndt

Mark A. Arndt Chairman

\_\_\_\_\_  
s/ Jon J. Becker

Jon J. Becker, Commissioner

\_\_\_\_\_  
s/Gordon H. Westhoff

Gordon H. Westhoff, Commissioner

(SEAL)

**ATTEST:**

\_\_\_\_\_  
s/ Kevin Strauch

Kevin Strauch