

# EAST CENTRAL COUNCIL OF LOCAL GOVERNMENTS

COLORADO'S CENTRAL PLAINS



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## EAST CENTRAL COUNCIL OF LOCAL GOVERNMENTS BOARD OF DIRECTORS SPECIAL MEETING MINUTES MAY 10, 2017

### Call to Order

Chairman Nancy Bopenhagen called the May 10, 2017, teleconference special meeting of the ECCOG Board of Directors to order at 7:02PM. Roll call was taken by Deputy Director Candace Payne. Elbert County municipal representative, Trevor Smith, was welcomed to the Board. Board members participating included: Gary Beedy, Steve Burgess, Linda Corbin, Dave Hornung, Troy McCue, Hal McNerney, Don Means, Valerie Rhoades, Chris Richardson, and Trevor Smith. Staff members participating included: Jo Downey, ECCOG Executive Director; Candace Payne, ECCOG Deputy Director/PDC Administrator; and Dora King, Senior and Transit Services Director (at the Stratton office). Lori Hendrick of the audit firm, May Jackson Hendrick, also participated in the meeting. Board members Julie Coonts and Monica Halde were unable to participate.

### Introduction of Board and Guests

Trevor Smith of Kiowa was introduced as the Elbert County municipal representative. There were no guests so introductions concluded.

### Approval of April 5, 2017 ECCOG Meeting Minutes

Chairman Bopenhagen asked the Board to offer corrections or additions to the Minutes. There being no corrections or additions, Hal McNerney made a motion to approve these Minutes as presented. Motion was seconded by Troy McCue and carried unanimously.

### UNFINISHED BUSINESS:

#### Financial Report and Approval of Bills for May 2017

Candace Payne explained the recently mailed Financial Report and payroll records could be approved by a vote tonight if the Board had all received their packets and were willing to vote instead of returning the mail ballot. Chairman Bopenhagen verified each member had received the information and was prepared to vote at this meeting. The May 3, 2017 Financial Report and bills totaling \$56,085.26 plus \$1,097.97 in debit card transactions were reviewed. The April 2017 payroll of \$30,227.06 was reviewed. The motion made by Steve Burgess was seconded by Dave Hornung to approve the bills and payroll and to accept the financial report for filing. Motion passed unanimously. Note: It is no longer necessary to return the mail ballot to the office.

### NEW BUSINESS:

#### December 31, 2016 ECCOG Audit Report

Chairman Bopenhagen welcomed Lori Hendrick, our auditor, of May Jackson Hendrick, to the meeting and gave Mrs. Hendrick the floor to review the audit findings. Lori Hendrick explained the financial position and cash disposition for East Central COG as of December 31, 2016 as shown on Version 3 Audit Report provided to the Board. There were no issues requiring attention regarding staff, financial statements, or practices brought before the Board. Mrs. Hendrick reported the staff was cooperative and helpful during the audit. All documentation requested was provided timely and accurately which expedites the review and shortens time on site. The final copy of the Audit will include the Management Response provided by Executive Director Downey to Lori Hendrick and be placed on file. Dave Hornung made a motion to approve and accept the 2016 ECCOG Audit Report as

presented. Steve Burgess seconded the motion which passed unanimously. ECCOG's bookkeeper, Paulette Thompson, will make the necessary adjusting entries and the audit copies will be sent to the necessary state offices.

### **Broadband Energy Impact Assistance Fund (EIAF) Grant**

Executive Director Jo Downey explained that we are preparing to move onto the educational phase of the Broadband Plan this summer. Due to the delays caused by the consulting firm's staff turnover and the work provided for El Paso County, an 18-month time extension on the Energy Impact Assistance Grant would help assure that the educational phase is carried out as proposed and not rushed. The grant is currently set to end December 31, 2017. Work on the website has barely begun and the first of two educational brochures is currently being designed. The goal of the first brochure is to "drive" area residents and businesses to the website so as to better understand the demand and needs in the four counties as related to broadband. Steve Burgess made a motion to request an 18-month extension from the Department of Local Affairs (DOLA) to provide the time necessary to develop and complete the educational phase. Dave Hornung seconded the motion which passed unanimously. Chairman Bogenhagen will sign and return the necessary letter for submission to Greg Etl, our DOLA representative, before the end of this week.

### **Next Meeting Dates/Locations**

A brief explanation was given by Candace Payne about the June meeting date options of the 7<sup>th</sup> and 14<sup>th</sup>. After some discussion, a motion was made by Troy McCue and seconded by Hal McNerney to meet June 7<sup>th</sup> in Limon at the TA Truck Stop's Country Pride Restaurant off Highway 24 and Interstate 70. Motion passed unanimously.

The meeting on July 5, 2017 will be held as a teleconference. There will not be an August meeting so bills will be approved by mail ballot. For September 6<sup>th</sup>, the ECCOG Board will meet in Limon at a site to be determined. Jo reminded the Board that special teleconference meetings may also be called at any time by the chairman. All teleconference meetings also have a physical location which is the ECCOG office in Stratton so that interested citizens may attend. Notice is posted in the ECCOG office window of the next meeting date.

### **Other**

No other items were brought forth.

### **Adjournment**

Meeting declared adjourned at 7:29 PM.