

# EAST CENTRAL COUNCIL OF LOCAL GOVERNMENTS

COLORADO'S CENTRAL PLAINS



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## EAST CENTRAL COUNCIL OF LOCAL GOVERNMENTS BOARD OF DIRECTORS MEETING MINUTES JANUARY 3, 2018

### Call to Order

Chairman Nancy Bopenhagen called the January 3, 2018, teleconference meeting of the ECCOG Board of Directors to order at 7:03PM. The ECCOG office in Stratton was open for public audience. Board members on the call included: Julie Coonts, Linda Corbin, Monica Halde, Dave Hornung, Troy McCue, Hal McNerney, Don Means, Chris Richardson, and Valerie Rhoades. ECCOG staff attendees included: Senior and Transit Services Director Debby Conrads and ECCOG Executive Director/PDC Administrator Candace Payne. Gary Beedy, Steve Burgess, and Trevor Smith were unable to attend.

### Pledge of Allegiance

The nature of the call did not allow for the Pledge.

### Roll Call and Introduction of Guests

Roll was taken by the board member list.

### Approval of November 1, 2017 ECCOG Meeting Minutes

Chairman Nancy Bopenhagen asked for corrections or additions to the November Minutes. There being no corrections or additions, Dave Hornung made a motion to approve the Minutes as presented. Hal McNerney seconded the motion, which passed unanimously.

### Financial Reports – January 3, 2018

The December 6, 2017 Financial Report was approved by mail ballot as there was no meeting in December. Candace Payne directed attention to the January 3, 2018 Financial Report which showed the remaining balances for each budget line item and the month's income and expenses at the bottom. A motion to accept this report for filing was included in the bill approval motion.

### Approval of Bills for December 2017

The November 30, 2017 of bills of \$77,074.39 and debit card expenses of \$4,252.27 and November 30<sup>th</sup> payroll of \$25,770.64 were approved via mail ballot as there was no meeting in December.

A review of December bills of \$54,228.73 and debit card expenses of \$863.44 and December 31st payroll for \$25,282.78 was performed. Dave Hornung made a motion to accept the January 3, 2018 Financial Report for filing and to ratify the December bills which included payroll. Linda Corbin seconded the motion, which passed unanimously.

### UNFINISHED BUSINESS:

#### 2018 Board Member Selection

Executive Director Candace Payne explained Trevor Smith of Kiowa town council won the municipal seat for Elbert County. Trevor beat out Maarten Van Zoeren of Simla with two votes Trevor and one vote for Maarten. Kit Carson County Board of County Commissioners broke the tie between Hal McNerney of Burlington and Lynn Gottman of Stratton of three votes each to represent Kit Carson County with their selection of Hal McNerney. Hal and Trevor were acknowledged as the ECCOG Board municipal representatives along with unopposed board members, Julie Coonts of Limon and Linda Corbin of Cheyenne Wells. The current board will wrap up business with the February mail ballot. The other position which is appointed by Prairie Development Corporation is currently held by Troy McCue. In January 2018, the Prairie Development Corporation board will appoint a person to fill the At-Large position. The first meeting of the new board members will be held March 7, 2018 in Limon with a re-organization meeting conducted first.

### **Energy Impact Assistance Fund (EIAF) and Broadband Plan Status**

Executive Director Candace Payne explained the Broadband plan contract amendment has been signed by Chairman Bogenhagen on November 27, 2017, and was returned to the DOLA office to be fully executed. The \$23,848 balance remaining for use in the educational phase is available until June 2019. The 16,500 Every Door Direct Mail (EDDM) postcards were delivered in November to every household and business address throughout the region. A few Elbert County residents have responded to the postcard mailing to ask why service is either so expensive or not existent in their area.

### **Enterprise Zone Update**

As of the end of December 2017, there were three Enterprise Zone projects that were deactivated: The Kit Carson County Health Services District (the hospital), The Kit Carson County Fairgrounds, and The Kit Carson County Carousel. The management or board of each project made the decision to deactivate knowing they could reapply in the future. Candace reported the 2018 contributions recording process will be done by staff through the EZ portal online which will expedite reporting to the state and to our boards. This new recording system should free up staff and eliminate mail delays. Of the sixteen projects remaining, seven projects received contributions in December 2017 which will help them reach the EZ criteria of a minimum of five donations of \$250 or more from different contributors **OR** \$5,000 in total from one or more donors during the past twelve months to maintain “active” status.

**Other** - None

### **NEW BUSINESS:**

#### **FTA Drug and Alcohol Policy Addendum Approval**

Senior and Transit Services Director Debby Conrads reviewed the addendum to our drug and alcohol policy as mailed to the board. The details of the addendum included clarifying the term “opioids” instead of “opiates” which was required by the United States Department of Transportation (USDOT) and three fatal flaws were added to the policy as directed. Julie Coonts made a motion to make these changes to our policy and authorize Chairman Bogenhagen to sign the policy retroactive to the effective date of January 1, 2018. Linda Corbin seconded the motion, which passed unanimously.

#### **2017 ECCOG & PDC Audit**

March 5-9, 2018 will be the off-site audit week for ECCOG and Prairie Development Corporation during which Lori Hendrick will work with our staff on the 2017 Audit. The following week, Executive Director Candace Payne explained, will be the onsite review where the COG staff may work with Mrs. Hendrick on concerns or opportunities. The engagement letters have been signed by Candace to engage May Jackson Hendrick for this audit.

#### **2017 State Unit on Aging Onsite Audit Schedule**

Word has been received from the State Unit on Aging that ECCOG will be reviewed March 19-21, 2018. This will be used as an opportunity to visit two locations for meals and services. The two sites will be selected at a later date however Senior and Transit Services Director Debby Conrads is compiling the requested data now for the offsite review.

#### **Our Journey and Off the Beaten Trail**

The process for gathering information for the Fun, Fairs, and Festivals brochures along with the Place brochure was explained by Candace Payne. New request forms and letters will be generated in February to help gather details of events and activities in the region of Lincoln, Elbert, Cheyenne and Kit Carson county for 2018. The museum ticket and two brochures will be created by the capable company, Visual West, and distributed throughout the region and Colorado Welcome Centers in early May. Danielle Dascalos will be promoting our area as usual as she does an amazing job. Candace asked the Board to share the request for information with any group, organization, or club to help further develop the tourism in our area.

#### **Other**

The new ECCOG.com website is propagated now so Candace asked the Board to take time this weekend to view the new look. The website was developed by Eastern Colorado Technology of Burlington at a cost of \$7,000. The cost was split equally between ECCOG operating funds and Federal Transit Administration funds. The website not only gives the COG an updated look but it can be updated by trained COG staff through Word Press.

Julie Coonts mentioned a public invite retirement party is planned for Joe Kiely on February 20<sup>th</sup> in Limon as Joe retires from his work with the Town of Limon.

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

A list of future meetings provided on the agenda:

February 2018 – No meeting – mail ballot for bill approval

March 7, 2018 – Limon meeting – TA Truck Stop Country Pride Restaurant – Election of officers during the re-organization meeting held before the first meeting of the new 2018 board

NOTE: 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 and location.

**Adjournment**

Chairman Bopenhagen adjourned the meeting at 7:38PM as no more items were brought forth.

*All handouts and reports are retained in the permanent file of ECCOG Board meetings*