

**STATE OF COLORADO
COUNTY OF ROUTT**

**OFFICE OF THE CLERK
March 26, 2019**

Commissioner M. Elizabeth Melton, Chair, called the regular meeting of the Routt County Board of County Commissioners to order. Commissioner Timothy V. Corrigan, Commissioner Douglas B. Monger and Deputy County Manager Dan Weinheimer were also present. Those present recited the Pledge of Allegiance. Sarah Janopoulo recorded the meeting and prepared the minutes. County Manager Tom Sullivan was absent.

EN RE: WARRANTS

Commissioner Monger moved to approve and authorize the Commissioners to sign the Warrants Sheets that included:

Accounts Payable Check- Cycle Date:	3/18-3/22	\$
Accounts Payable Check: Manuals	3/18-3/22	\$
Accounts Payable Wires:	3/18-3/22	\$
Total:		\$
Payroll Checks- Cycle Date:	3/18-3/22	\$
Payroll Checks- Manuals	3/18-3/22	\$11,746.83
Payroll – IRS & State Income Tax	3/18-3/22	\$5,648.50
Total:		\$17,395.33
Total Disbursements Approved:	3/18-3/22	<u>\$17,395.33</u>

Commissioner Corrigan seconded.

Mr. Weinheimer advised there are no items of note for this week.

The motion carried 3-0.

EN RE: ITEMS OF NOTE FROM PREVIOUS DAY'S WORK SESSION

Commissioner Melton stated updates were received from the County Manager, the legal department, the Clerk and Recorder, the Treasurer, Yampa Valley Regional Airport and the Deputy County Manager.

EN RE: CONSENT AGENDA

The following items were presented for consideration, approval, and signing on the consent agenda:

- A. Approval of County Commissioners Minutes: Regular Meeting of February 26, 2019;
- B. Approval and authorization for the Chair to sign a permit application and report of changes for a new manager registration for Steamboat Golf Club Inc;
- C. Approval and authorization for the Chair to sign an optional premises liquor license renewal for Steamboat Golf Club Inc;
- D. Approval and authorization for the Chair to sign the Phase II Agreement regarding Provision of Professional Services between Routt County and CPS HR Consulting;
- E. Approval and authorization to revise the 2019 BCC appointments list; #24 has Ray DuBois replacing Commissioner Monger, and #50 was added appointing Commissioner Melton to the CMC Community Advisory Board.

MOTION

Commissioner Corrigan moved to approve items A, B, C, D and E on the consent agenda and authorized the Chair to sign the related document.

Commissioner Monger seconded; the motion carried 3-0.

EN RE: PUBLIC COMMENT

No members of the public were present for comment.

EN RE: MIND SPRINGS / TOM GANGEL

Gina Toothaker, Mind Springs Health Program Director was also present.

ANNUAL REPORT

Commissioner Melton stated that the Commissioners would like an overview of how much Routt County is contributing to Mind Springs and what services are being provided with that funding.

Mr. Gangel discussed the different mental health funding sources throughout Colorado and noted that most of the contracts Mind Springs has are lump sum contracts, with the

exception of the hourly rate contract with Colorado Mountain College (CMC). Mr. Gangel stated that the hourly rate contracts (HRC) are funded by Routt County. It was noted that day treatment is funded through the Core services.

Mr. Gangel stated that there are therapists in every school district in the County which is funded by Routt County, the Craig-Scheckman Grant, Yampa Valley Medical Center (YVMC) and a small portion of the United Way grant. Commissioner Melton asked for clarification regarding the therapists in the school district. Ms. Toothaker stated that the funding allows counselors to work at the schools and there are three levels of care. She added that the basic level is referred to as the engagement level and is paid for through grants which is two to four hours per week in each school and usually equates to eight to ten sessions per child who is referred to the counselor. Ms. Toothaker stated that in Steamboat, the Craig-Scheckman grant pays for the services in both elementary schools and the HRC pays for the middle and high schools. In Hayden and South Routt County, Ms. Toothaker stated that HRC pays for the middle and high schools and United Way pays for the elementary schools. Commissioner Melton clarified that HRC funding is both city and county money. Commissioner Melton asked if the school districts have provided funding in the past. Mr. Gangel stated that the school districts have not provided funding in the past, however they are starting to.

Ms. Toothaker continued stating that the second tier of counseling service involves clinicians working out of the school and those FTEs are paid for through the Mind Springs contract with the school district and the money comes from YVMC and the Craig-Scheckman grant. She added that the funding pays for two full time people in Steamboat, .75 FTE in Hayden and .5 FTE in South Routt and that is based on the amount of funding that the school districts could contract with Mind Springs.

Ms. Toothaker stated that the third tier is day treatment. Mr. Gangel stated that day treatment has been in effect for approximately 19 years and it was confirmed that the Department of Human Services (DHS) requires Mind Springs to employ two therapeutic staff members. Commissioner Melton asked if DHS is responsible for providing day treatment. Mr. Gangel stated it's in DHS' contract to provide that level of service and they hire Mind Springs to hire the staff. Commissioner Corrigan asked for clarification on the differences between the level of services in tiers two and three. Ms. Toothaker stated that there are different individuals providing the tier two service.

Commissioner Melton asked for clarification regarding the two FTEs for day treatment across the school districts. Ms. Toothaker stated that each district has day treatment and the two FTEs are shared among the three schools in the district. She added that the clinicians travel between schools and day treatment is only offered in the middle and high schools. It was noted that currently 26 kids are part of the day treatment program. Mr. Gangel discussed the different aspects of day treatment and some of the preventative services that are provided to help kids not need the next level of therapy. Commissioner Melton asked if the day treatment services being provided by Mind Springs are mental health services. Ms. Toothaker stated that is correct.

Commissioner Corrigan asked how many individuals Mind Springs employs regardless of the funding source that are devoted to the school system. It was determined that out of nine people, there are approximately five FTEs.

Commissioner Monger expressed his concern about Mind Springs being short staffed in the past. Commissioner Corrigan stated that citizens in South Routt County (SOROCO) were frustrated over the lack of service as well. Mr. Gangel discussed the difficulties of finding coverage for staff members on vacation or maternity leave. Commissioner Corrigan mentioned the issues of the county paying for services that were not being received and stated that regardless of whether the service was being paid for or not, there were kids in SOROCO schools that were not receiving the level of service they needed. Mr. Gangel discussed meeting with the director of Human Services to work out some of the details in next year's contract in hopes of addressing some of these issues. He added that if a therapist goes on leave, Mind Springs will have to hire another person in order to fulfill the level of services that are being missed and expressed his concern with finding funding for that. Commissioner Melton stated that schools are able to provide substitute teachers when the full time teachers go on maternity leave or other medical leave and don't say that because the full time teacher is out there is no class. She asked why that couldn't be done with counseling services. Mr. Gangel clarified that Mind Springs doesn't refuse to provide services when the regular therapist is on leave, however the substitute therapist may not provide the same level of service as the person out on leave.

There was further discussion regarding paid time off, the expectations of the employees and the ability for the therapists to use accrued time off for paid leave. Commissioner Monger stated that Mind Springs serves 10 counties in Colorado and asked if there was a way to plan for substitutes and suggested within the ten counties there be shared or traveling substitutes to cover when needed. Mr. Gangel stated Mind Springs has tried that approach before and was unsuccessful. He added that Mind Springs doesn't have the funds to employ someone who is waiting for something bad to happen and it doesn't happen frequently enough to warrant keeping someone either part time or full time on standby. Mr. Gangel stated that counselors are hard to find and Mind Springs budgets on so many vacancies, adding that currently they have more vacancies than usual.

Commissioner Corrigan asked about the professional credentials that day treatment counselors hold. Ms. Toothaker stated that one is a licensed clinical social worker and the other is a licensed professional counselor. It was determined that both of the day treatment counselors provide the same level of service, however they specialize in different disciplines. Commissioner Corrigan asked about the professional credentials for the tier two counselors. Ms. Toothaker stated that one of them is licensed and the others are at the master's level about to be licensed. Mr. Gangel noted that many counselors work for Mind Springs while obtaining their licenses and sometimes move on to other places once they receive their license.

Commissioner Melton asked for a breakdown of the jail services. Ms. Toothaker stated that Mind Springs provides therapy and psychiatry. She explained that a licensed clinical social worker visits the jail weekly and sees people who request services and helps with case management by linking people to a psychiatrist. She added that the psychiatrist provides medication management and works closely with the jail nurse. It was noted that the therapist visits the jail more frequently than the psychiatrist. There was discussion between Commissioner Monger, Mr. Gangel and Ms. Toothaker regarding the Mind Springs Contract at the jail and the rates and services provided. Commissioner Melton asked if that contract had been written for a dollar amount as opposed to an amount of services. Mr. Gangel stated that the contract was written for both a dollar amount and an amount of hours Mind Springs would be in the jail, however the contract hadn't been updated in almost 10 years.

Commissioner Corrigan asked how much service was to be provided with the \$8,000 contract. Ms. Toothaker stated that the contract has increased to \$16,000 after discussing the needs with the Sheriff through the fall. Commissioner Melton asked how many hours will be covered with the new contract. Ms. Toothaker stated that the therapist will be at the jail two to three hours per week depending on the number of people needing to be seen, and the psychiatrist will be at the jail three hours per month. Commissioner Corrigan stated that he doesn't believe anyone would agree that is an adequate level of service based upon the need. There was discussion regarding whether or not the Commissioners had seen the new contract between Mind Springs and the jail and Ms. Toothaker stated that the contract has not yet been presented to the Commissioners for signature, however Mind Springs has been providing services to the jail since January 1, 2019.

There was discussion between the Commissioners and Ms. Toothaker regarding the hours spent in the jail being accounted for. Commissioner Melton asked if the counseling services are one on one or group services. Ms. Toothaker stated not every inmate in the jail is seen because the inmates themselves are required to request services. She added that in addition to the services listed in the contract, Mind Springs also provides crisis services to the jail at no cost. It was noted that State funding helps pay for crisis services throughout Colorado in order to provide the service for free. There was further discussion between the Commissioners and Mr. Gangel regarding up and coming funding for crisis service. Mr. Gangel stated that there is one person on call 24 hours a day, 365 days per year. He clarified that it is not one person for all 10 counties and some larger counties have several people on call.

In regards to the question if the services being provided to the jail are enough, Ms. Toothaker stated while discussing the Jail Based Behavioral Services (JBBS) agreement with Lieutenant Boyle, it was decided that between medically assisted treatment (MAT) and group therapy and the contract with Mind Springs, Lieutenant Boyle felt that the jail was covered and had enough services. There was discussion between Commissioner Melton, Ms. Toothaker and Mr. Gangel regarding Mind Springs providing services through the JBBS in the past and the jail's request for Mind Springs to provide MAT therapy in the future.

There was discussion between Commissioner Monger and Mr. Gangel about the fee for service model and the needs for services in the jail. Commissioner Monger expressed his concern with wanting to meet the need but not really knowing how many people need the services. Commissioner Corrigan asked if Mind Springs provides services to other county jails. Mr. Gangel stated that Mind Springs is in approximately six or seven jails. Commissioner Corrigan asked how the model of services in Routt County compares with other counties. Mr. Gangel stated the services being provided in each county are similar to the others.

Commissioner Corrigan asked what the distinction in the jails is between people struggling with mental illness and substance abuse. Mr. Gangel stated that both could benefit from behavioral health care and added that JBBS money would be used for substance abuse treatment. He added that one jail in particular required inmates to be there for over 30 days before they could receive JBBS services.

Commissioner Melton asked for clarification on the inmates requesting services and if they don't request services if they receive any at all. Ms. Toothaker stated that if there was a crisis situation, the inmate would receive service regardless of who requested the service. Commissioner Melton asked if at any point an inmate requested services that they didn't

receive. Ms. Toothaker stated that there was one occasion when Mind Springs didn't have the funding to provide additional hours of service at the jail.

Commissioner Corrigan excused himself from the remainder of the meeting.

Commissioner Melton asked if the funding for the crisis transport program was provided by United Way. Mr. Gangel stated that although United Way provides funding for that program now, just a couple of years ago the program was paid for through the Routt County Sheriff's budget. It was clarified that \$15,000 goes directly to Mind Springs from United Way and \$75,000 comes from the State. Mr. Gangel noted that for the past two years, the State has given Routt and Moffat Counties \$75,000 as an experiment because the Sheriffs' departments were expressing concerns over losing money. It was noted the Mind Springs arranges the transport and arranged approximately 70 transports in 2018.

Ms. Toothaker stated that for the 2019 HRC grant between the city and the county, Mind Springs was awarded \$44,000, with \$15,000 of that being from the county. She added that the remainder of the grant that doesn't go to the schools, is used for those who are uninsured or under insured and don't have Medicaid. Ms. Toothaker stated that the money pays for therapy, group substance abuse treatment and psychiatric treatment.

EN RE: HUMAN RESOURCES / KATHY NELSON

Marilyn Wagner, CTSI Senior Loss Prevention Specialist was also present.

CTSI 2018 LOSS ANALYSIS REPORT REVIEW FOR CAPP AND CWCP

Ms. Wagner stated that she is here to present the past years' reports and show how the County compares to other pools and where to focus additional efforts on risk management. She stated that they look at the three oldest years of the past five years and noted that Routt County's loss ratio for the Casualty and Property Pool (CAPP) is .78 which is about the lowest it can be. It was clarified that years 2014, 2015 and 2016 were looked at to make this report.

Commissioner Melton noted a lower number reported in 2017 and asked how the ratio is calculated. Ms. Wagner stated that when talking about loss ratios, 100% is considered breaking even, anything below 100% a credit will be given and anything above 100% will cost the County more. She added that how the County compares to others in the pool has a determining factor on the loss ratio. It was noted that there were minimal claims reported in 2017.

Ms. Wagner stated that she looks at the County by accident and looks for trends and areas that stand out where more training can be offered to prevent such accidents. She noted a few of the common claims, including multiple animal strikes and claims related to weather.

Commissioner Corrigan joined the meeting.

Ms. Wagner stated that she will hold a presentation similar to this one for the Sheriff's Offices throughout the counties to show them what their claims have been over the past five years.

Ms. Wagner continued to discuss the graphs and how they are broken out by department and claim. She noted the classes CTSI has offered in the past, one in particular being the defensive driving class held in 2018. She stated that CTSI would like to offer that class again in the future, especially for employees driving County owned vehicles on a regular basis. Ms. Wagner added that CTSI has also discussed offering a drug and alcohol recognition class for supervisors as well as class on filing workers' compensation claims and maybe a civil rights harassment class. She noted that all of these classes would be offered at no charge. There was further discussion regarding the costs of certain types of claims.

Ms. Wagner stated that Routt County's loss ratio for the Worker's Compensation Pool is a .92. She noted the class taking place on April 25, 2019 with the Road and Bridge department that will include an annual refresher, as well as a defensive driving class and a body mechanics class encompassing lifting, straining and back injuries. She added that over the last five years, there was a large amount paid out for injuries related to body mechanics. Ms. Wagner noted that slips, trips and falls are the number one injury claim, number two is body mechanics and number three is lifting. She added that \$10,000 is the average cost of one slip, trip and fall claim. She stated that while no extra credit is given for safety measures and classes, it does get accounted for in the premium contribution. It was clarified that CTSI rates the County based upon the dollar amount of claims and not the total number of claims.

EN RE: PLANNING / CHAD PHILLIPS

Tegan Anderson and Alan Goldich, staff planners; Brent Romick and Joan Romick, Wolf Mountain Ranch; John Vanderbloemen attorney for Wolf Mountain Ranch and Pirtlaw Partners; and Karen Norman, citizen were present.

VACATION OF A PORTION OF COUNTY ROAD 50; PL-19-105

Ms. Anderson stated this is an application for a vacation of a portion of CR 50. She described the area that's being requested for a vacation as well as the area that was vacated in 1988. She also pointed out where highway 40 meets CR 50 and the current access point of CR 50 in the winter. Commissioner Monger noted that CR 50 is not plowed by the County.

Ms. Anderson stated that Pirtlaw Partners owns the entire section that the vacation is being proposed to go through and noted that there are no other property owners that touch the area of the proposed vacation. Ms. Anderson described the terminus that the owners are prepared to construct should the vacation be approved, which will allow for emergency vehicle turn around. Commissioner Monger asked if the Road and Bridge department will review and approve the turn around. Ms. Anderson stated that the owners have had it engineered and will submit to Road and Bridge once the vacation is approved. Commissioner Corrigan asked if the Commissioners would include a condition of approval including the engineering and completion

of the turnaround. Ms. Anderson stated that the Commissioners could add that condition as it is not in the original suggested conditions.

Ms. Anderson continued to describe the area noting that the road has minimal maintenance and is graded once a year. She added that the road is accessed June through October depending on the weather. She noted the last residence that is accessed off CR 50 and stated that the driveway off CR 50 leads to a seasonal cabin, however it is not near the proposed section of the vacation.

Ms. Anderson stated that Pirtlaw Partners applied for this vacation after acquiring new sections of property and noted the partial vacation of the road in 1988. She added that the idea of the vacation is to deter the public from driving up where there is no access to public lands, as well as having a fire mitigation plan where they can maintain the roads to a certain standard without requiring County approval, and make sure that if there are fires up there, necessary equipment can access the area.

Mr. Vanderbloemen stated that he is the attorney representing Wolf Mountain Ranch and Pirtlaw Partners. He described the area of the vacation in 1988 and noted the area that Pirtlaw acquired in 2018. He added that the goal is to extend the vacation of the county road from public status to private and bring it down to the south line of Section 29. Mr. Vanderbloemen stated that they are working with a surveyor and an engineer to determine the best place for the turnaround. He continued to discuss the handout he presented to the Commissioners and pointed out prospective areas for the turnaround. He stated that in the final resolution of the vacation, the applicant will ask the commissioners to vacate just north of the hammerhead. Mr. Vanderbloemen stated that the applicant is asking for approval of the vacation of the county road to a location to be determined in the final resolution. He added that a turnaround easement document will also be presented to the Commissioners for approval. At that time, Mr. Vanderbloemen stated that the final resolution and turnaround easement will be recorded.

There was discussion between Commissioners Monger and Corrigan regarding the need to add the condition of approval. Commissioner Monger stated that the Commissioners will sign the resolution once the turnaround has been completed and Road and Bridge has signed off on it. Commissioner Corrigan added that the minutes will indicate that this was discussed.

Mr. Romick stated that they are excited to complete the project and noted that they have a year to complete the project and file the resolution. Mr. Vanderbloemen stated that the project will not take a year to complete and they will come back in front of the Commissioners during the summer of 2019 for signature on the final resolution. He added that he would like the Commissioners to vote on the issue now, so the applicant knows they are on the right track.

Commissioner Melton asked about the fire mitigation plan referenced in the staff packet and whether it was mainly information or if there was Commissioner interest in the matter. Ms. Anderson stated that the fire mitigation plan was just for information and added that there are some internal ranch roads on the Pirtlaw property and due to the fires over the past couple of years, the owners wanted to implement a fire mitigation plan. Mr. Romick stated that they have been trying to do the fire mitigation plan for approximately five years now, even before the last big fire.

Commissioner Melton noted the reference of agreement with the surrounding property owners regarding the vacation and asked if that was sufficient or if that agreement has been confirmed. Mr. Vanderbloemen stated that the vacation was in the terms of the purchase contract when the previous owners sold the property. It was also confirmed that there is no additional easement being granted to someone else.

Commissioner Corrigan asked if there was any history of recreational use on this part of CR 50, other than hunters trying to access the area. Mr. Romick stated that he was unaware of any. Ms. Anderson stated that the Planning department has not received any public comment regarding the vacation. Commissioner Monger asked if there were any gates on the property. Mr. Romick stated that once the hammerhead is completed they will properly place signage.

EN RE: PUBLIC COMMENT

Ms. Norman stated that she lives south of proposed vacation and is in support of it. She added that this vacation is needed as more people come into the area and feels it will help alleviate trespassers.

Commissioner Monger stated that a condition should be added stating that the resolution will be accepted after the construction of the turnaround is complete and signed off on by Road and Bridge.

ROUNDTABLE

Commissioner Corrigan stated that he is good with the vacation since it doesn't access public land and doesn't impact any of the other private property owners or any recreational aspirations of our citizens.

Commissioner Monger stated that he is saddened to see the road go away because of past family experiences. He added that he too feels it will eliminate some of the trespassing.

Commissioner Melton stated that the vacation is clearly in the public interest, there is no encumbrance on recreation or public use and the adjoining property owners are supportive. She added that she has no concerns with this vacation.

MOTION

Commissioner Monger, regarding PL-19-105; a vacation of a portion of CR 50, moved to approve the right of way vacation request with the following findings of fact:

1. The proposal with the following conditions complies with the applicable guidelines of the Routt County Master Plan and is in compliance with Sections 4, 5, and 6 of the Routt County Zoning Regulations, Section 2 of the Routt County Subdivision Regulations.
2. The proposal meets the substantive standards as provided under Colorado Revised Statutes Section 43-2-303.

3. The proposal does not “land lock” any parcel or eliminate an access the public road system.

The approval will be based upon the following conditions:

1. The resolution of vacation, which includes a legal description of the right-of-way being vacated, shall be recorded in the official records of the Routt County Clerk and Recorder within one year of the Board of County Commissioners approval.
2. A dedication of an easement and the construction of the hammerhead turnaround shall be complete and accepted by the Road and Bridge prior to the signing of the resolution to vacating the roadway.

Commissioner Corrigan seconded; the motion carried 3-0.

EN RE: EMERGENCY MANAGEMENT / DAVID DEMORAT

Cheryl Dalton, Emergency Management Specialist; and Derek Maiolo Steamboat Pilot and Today were also present.

2019 ROUTT COUNTY WILDLAND FIRE MANAGEMENT ANNUAL OPERATING PLAN (AOP)

Mr. DeMorat stated that the AOP is an annual requirement and the goal is to have it completed by April 1 every year. He added that the AOP is an agreement of local, state and federal partners who will work together to suppress fires. Regarding the AOP, Mr. DeMorat noted that very little has changed over the years, however this year the most significant change is in the procedures to request air support. He discussed the problems with the procedures of requesting air tankers in the past and added that the change will require the request for air tankers to come over the VHF radios, noting that the units on the ground will be tuned into the appropriate channels so they can communicate to the aircraft before they launch.

MOTION

Commissioner Corrigan moved to approve and adopt the 2019 Routt County Wildland Fire Management Annual Operating Plan (AOP).

Commissioner Monger seconded; the motion carried 3-0.

IGA FOR THE PROVISION OF WILDLAND FIRE PROTECTION SERVICES & REIMBURSEMENT OF COSTS

Mr. DeMorat stated that this agreement was formally called the Fifth Amended Intergovernmental Agreement. He added that this agreement is between the county and the fire

protection districts. Mr. DeMorat stated that since the County doesn't own any fire suppression assets and the Sheriff is the fire warden, Routt County contracts with the fire protection districts to provide that service for the fire warden. He added that in the past, the County has reimbursed the fire protection districts for any wildland fire they suppressed. Mr. DeMorat noted that the State statutes clearly say that fire protection district chiefs are responsible for all fires including wildland fires within their district. He added that there is a caveat to the statute that states if the capabilities are exceeded, the fire warden can be requested to take that fire.

Mr. DeMorat stated that it is more cost effective to contract services with the fire protection districts than to hire additional FTEs. He added that they want to focus more on using the County's resources to build capability and not solely reimburse. Mr. DeMorat stated that the reimbursement costs in 2017 were \$76,000 and \$83,000 in 2018 for local fires, noting that the budget for each of those years was approximately \$31,000. He added that since the statute states that the districts are responsible for the fires in their district boundaries, the County should not reimburse them for that. He noted that if the fire protection districts agree to that, the County would save 65 to 75% of the costs as that amount has been reimbursed to local districts. However, Mr. DeMorat stated that many of these fires require multiple districts, so if a district is responding to a fire outside of their district, they should be reimbursed by the County.

Mr. DeMorat stated that with the money saved, the County could use it on hiring temporary positions, training, equipment or fire mitigation efforts in order to build capability. Mr. DeMorat continued to discuss the difficulty with recruiting volunteers especially if they are called out of their district or to be part of a clean-up which could take two to three weeks. He added that while on-call personnel or the apparatuses in a district will not be reimbursed, volunteers will be reimbursed at \$20 per hour.

There was further discussion between the Commissioners and Mr. DeMorat regarding the budget, how certain amounts could be spent and when they could be spent.

Mr. DeMorat stated that all districts have signed onto the agreement. He added that in the past this agreement has rolled over each year and noted that there was a communication error on his part as he forgot that there is a part of Steamboat that is not in a district and this has to be briefed to the City Council for their signature.

Commissioner Melton asked how decisions are made regarding the capacity building money. Mr. DeMorat stated there will be a single All Hazards MAC group and will be broken up into Emergency Support Functions. He added that Emergency Support Function Four (ESF4) is for firefighting and should they decide at some point in the year that the County needs a new piece of equipment, ESF4 would discuss with Mr. DeMorat and he will present it to the Commissioners. Mr. DeMorat stated that once fire season is over, should there be a surplus, ESF4 would make a suggestion to him on how the money could be spent and he would then present that to the Commissioners. Commissioner Monger noted that the money doesn't have to be spent just to spend it, however the money would go back into the fund balance unless the Commissioners decided to fund whatever the recommendation was.

Commissioner Corrigan commended Mr. DeMorat for his efforts on the IGA, stating that it is proactive in the sense that the County will be looking at the building capacity instead of just doing reimbursements and making the individual districts more thoughtful about how they go about doing business and managing their resources.

MOTION

Commissioner Monger moved to approve and authorized the Chair to sign the Intergovernmental Agreement concerning the Provision of Wildland Fire Protection Services and Reimbursement of Costs.

Commissioner Corrigan seconded; Commissioner Monger echoed Commissioner Corrigan and expressed his appreciation to Mr. DeMorat regarding his efforts with the IGA; the motion carried 3-0.

EN RE: COLORADO STATE FOREST SERVICE (CSFS) / JOHN TWITCHELL

Ron Cousmeau, CSFS Northwest area Manager and Bart Brown, CSFS district Forester were also present.

2018 FOREST HEALTH REPORT & 2019 ROUTT COUNTY WILDFIRE MITIGATION CONFERENCE

Mr. Twitchell stated they are here to discuss the Wildfire Mitigation Conference in May 2019, noting the conference is a collaborative effort throughout the community. He added that they are also here to provide the Commissioners with an annual forest health report, noting that 2018 was one of the most active fire seasons in Northwest Colorado.

Mr. Twitchell discussed the interactive story map on the Colorado State Forest Service website that depicts the insects affecting the forest. He stated that each year the forest service flies by airplane close to the tree line to identify insect paths in the forests. There was discussion regarding identifying the different types of insects from the air. Commissioner Monger asked if it's getting easier to identify the death patterns when flying over the infected areas before they are out of hand. Mr. Cousmeau stated that the Lodge Pole Pine trees fade very quickly and are more easily detectable whereas the Spruce Beetle can go on for a couple of years before it can be detected from the air. He added that each tree species has its own specific pest or two or three.

Mr. Twitchell described the spruce blowdown which was the biggest the state had seen in many years and noted the major fire that happened within three years of the epidemic. He pointed out the red dots on the map noting what the flight showed in 2018 and stated that the darker spots represent aspen defoliation, which is not a major problem. He continued to point out the different species of trees and beetle problems. Mr. Twitchell stated that there is still a lot to be done which is why the mitigation conference is so important. He noted that while there are a lot of dead or dying trees, there are trees that are growing back and will continue to grow back. Mr. Twitchell added that they are not facing epidemics that are outside of the norm, however the Forest Service continues to keep an eye on the spruce bark beetle, noting that most of the beetle pests affect older trees. He stated that the Forest Service works with private

ranches on state land through the Good Neighbor Agreement which allows the Forest Service to move across property lines to manage the pest areas.

Commissioner Melton asked if the bugs move on once the tree is dead. Mr. Twitchell stated that yes the bugs do leave once the tree is dead. He noted that the Forest Service is currently harvesting trees that died 10 to 15 years ago. Mr. Brown discussed the high elevation spruce beetle affecting areas of the Continental Divide as well as the Southern part of Colorado. He also discussed the drought and noted that is also why there is so much red on the map. Mr. Brown stated that it is important to remember that just because Colorado saw a lot of snow this winter, doesn't mean that fire season will be less intense. Mr. Twitchell stated that snow pack is not a predictor of fire season and everything could dry up in June and still have a tough fire season.

Commissioner Corrigan asked for an example of the Forest Service helping a private land owner to address the forest issues and how they can improve their property. Mr. Twitchell stated that in recent years the Forest Service has arranged for harvesting trees on private property and creating fuel breaks on private property lines adjacent to Forest Service property. Commissioner Corrigan asked if the Forest Service works with private logging companies and saw mills to assist private land owners with their trees. Mr. Twitchell stated that the Forest Service provides free consultations to private land owners regarding the condition of their trees. If they deem the trees are dead, the Forest Service arranges for the trees to be cleared for a fee. There was further discussion between Commissioner Corrigan and Mr. Twitchell regarding contractual arrangements for local loggers to remove the trees.

Commissioner Monger asked if there were enough contractors to take care of the needs and Commissioner Corrigan asked if there are enough operational saw mills to handle the needs. Mr. Twitchell stated that capacity is always an issue, however the stud market was up higher in 2018 than it has ever been which allowed the Forest Service to get rid of a lot of dead wood. He added that the pellet market is not that great right now. He noted that the forest is growing back rapidly since the beetle epidemic and clearing the dead trees helps with that.

Mr. Twitchell discussed the mitigation conference and stated that the key thing to remember is what can be done before the fire starts, adding that people can do so much in their communities by being proactive about mitigation. He stated that the Forest Service wants to provide the best information they can to the public and will have different speakers and workshops during the conference. Mr. Twitchell continued to discuss grants, noting that in the past the Forest Service would give them to private land owners and now grants are focused on communities or groups of people being proactive and getting things done as a group. He stated that the money spent on efforts to minimize the impacts of a fire are far less than the cost of suppressing a fire.

There was discussion regarding a mitigation conference fund request and Commissioner Corrigan proposed adding an item to the April 2, 2019 agenda for donating an amount to be determined to help sponsor the conference. Commissioner Monger suggested deciding on an amount during the April 2nd meeting. It was confirmed that the conference will be held at the Colorado Mountain College (CMC) in Steamboat. It was noted that the conference will be a free event and the Forest Service strives to keep it that way as they feel fire mitigation is so important for the community.

EN RE: ROUTT COUNTY SHERIFF'S OFFICE / GARRETT WIGGINS

Deputy Bobbie Jo Kissell was present.

CATASTROPHIC INMATE MEDIAL INSURANCE

Deputy Kissell stated that this item is just a renewal and will cover those in pursuit, in custody and incarcerated. She added that the policy is increasing .58 cents per month, per inmate and it will now cover 25 inmates as opposed to the 24 inmates in 2018. Deputy Kissell noted that the policy is increasing by \$725.76 from 2018 and will provide coverage until March 31, 2020.

Commissioner Melton asked if this policy covers care for all inmates and if it is for all care or just catastrophic incidents. Commissioner Monger stated that this insurance policy is for large claims and noted that there is a different policy for smaller, everyday claims. Deputy Kissell stated that Ms. Laurie Perry, the jail nurse is covered under a different policy. She added that for a pursuit situation, if a suspect injures themselves while running at the time of an arrest, the County is still responsible for the suspect's injury should they break an ankle for example.

MOTION

Commissioner Corrigan moved to approve and authorized the Chair to sign the Arthur J. Gallagher Risk Management Services for Catastrophic Inmate Medical Insurance proposal with Routt County.

Commissioner Monger seconded; the motion carried 3-0.

EN RE: PURCHASING / JULIE KENNEDY

Jason Nettles, Communications Manager and Matt Heydon, IS Operations Manager was also present.

CLEF IT NETWORKING EQUIPMENT WAIVER REQUEST

Ms. Kennedy stated that this item is to waive the formal purchasing process and approve the award and authorize the County Manager to electronically sign the purchase order to Lewan Technology for the amount of \$54,597.96 for the CLEF IT Networking Equipment. She added that this item is currently budgeted at \$60,000 and they are approximately \$5,402.04 under budget.

Ms. Kennedy discussed background information stating that the Routt County IT department is requesting a waiver to the formal Purchasing Process for all IT networking related

purchases for the Combined Law Enforcement Facility (CLEF). The City of Steamboat Springs and Routt County have engaged Lewan Technology to assist with design and installation of networking equipment for the CLEF. Lewan Technology is the registered preferred vendor for Cisco equipment with both the City of Steamboat Springs and Routt County, which allows Lewan to provide us the most competitive price. Having one vendor for Routt County and the City of Steamboat Springs will reduce the overall costs and ensure compatibility between agencies.

She added that this purchase adheres to the purchasing policy and procedure as cited in the Routt County Purchasing Manual 6th Edition, Section 3.3 "Waiver of the Formal Purchasing Process" as to the following criteria:

- A particular material, professional service or service is required in order to standardize or maintain standardization for the purpose of reducing financial investment or simplifying administration.
- Where the process may cause undue delay or hardship for a department.
- Waiver of the competitive process is found to be in the best interests of the County and its citizens.

Commissioner Corrigan asked how the County is assured that this process is producing the lowest possible price. Mr. Heydon stated that Lewan Technology put in the City's phone systems and through discussion with the City of Steamboat Springs and Lewan regarding the wireless network and phone system for the CLEF, the conversation evolved into networking needs. He added that once the reseller knows there is a potential customer it will register with the manufacturer as the preferred and the customer will receive preferred pricing, which eliminates other competitors coming in after the fact and coming close to the pricing.

Commissioner Monger asked for clarification as to what is being purchased for \$54,000. Mr. Heydon stated that network switches and routers are being purchased. Commissioner Corrigan asked how the amount of \$60,000 was figured in the budget for this item. Mr. Heydon stated that the IT department estimates what equipment they think is needed and then take the street value of the equipment to arrive at the amount budgeted.

There was discussion between the Commissioners and Ms. Kennedy regarding the way the Fiscal Impacts section was completed on the communication form.

MOTION

Commissioner Monger moved to waive the formal purchasing process, as per the reasons presented, and approve the award and authorized the County Manager to electronically sign the purchase order to Lewan Technology for the amount of \$54,597.96 for the CLEF IT Networking Equipment.

Commissioner Corrigan seconded; the motion carried 3-0.

RC COMMUNICATIONS RADIO CONSOLE REMOTE DISPATCH STATIONS AND PORTABLE RADIO STATE BID PURCHASE

Ms. Kennedy stated that this item is for approval of the State Bid Purchase and to authorize the County Manager to electronically sign the Purchase Order to Motorola Solutions, Inc. for the purchase of (2) Motorola Radio Console Remote Dispatch Stations and (9) Motorola Multi-band Portable Radio Pack sets in the amount of \$121,542.72.

Mr. Nettles stated that there are two components to this item and they are combined due to Motorola's recommendation to bundle the two items in order to receive a better price. He added that the first components are the two new Motorola MCC7100 Portable (remote) Dispatch Consoles and ancillary equipment required for the system. Mr. Nettles stated that these 2 new Dispatch Consoles may be utilized for the two new workstations in the new CLEF. In addition, he noted these two Dispatch Consoles may be used remotely, away from the dispatch center, in the EOC or in the Mobile Communications and Command Vehicle for example.

The second components Mr. Nettles discussed are the nine new multi-band radios which will replace nine existing 800 MHz radios as well as nine existing VHF radios. He added that out of the nine being purchased, seven of them will complete the upgrade for the Sheriff's Office so they will all have multi-band radios. He noted that there are two others scheduled for replacement, one is for the Communications Center and the other is for the Emergency Operations department.

Commissioner Corrigan asked if the pricing is obvious when looking at the state bid. Mr. Nettles stated when looking at the portable radios it is clear as to what is being purchased and as far as the other infrastructure is concerned, it is a little harder to decipher what is being purchased. He added that radios are common and sold more frequently whereas the remote dispatch positions aren't sold as much.

Commissioner Corrigan confirmed that while the state bid shows higher prices, Motorola offers a lower price if the items are bundled. Mr. Nettles stated that was an incentive to go with Motorola and if these items were bundled together the purchase price would be lower.

MOTION

Commissioner Corrigan moved to approve the State Bid Purchase and authorized the County Manager to electronically sign the Purchase Order to Motorola Solutions, Inc. for the purchase of (2) Motorola Radio Console Remote Dispatch Stations and (9) Motorola Multi-band Portable Radio Pack sets in the amount of \$121,542.72.

Commissioner Monger seconded; the motion carried 3-0.

No further business coming before the Board, same adjourned sine die.

Kim Bonner, Clerk and Recorder

M. Elizabeth Melton, Chair

Date