

**STATE OF COLORADO  
COUNTY OF ROUTT**

**OFFICE OF THE CLERK  
April 30, 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 County Manager Tom Sullivan were also present. Those present recited the Pledge of Allegiance. Helena Taylor recorded the meeting and prepared the minutes. Deputy County Manager Dan Weinheimer 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:	04/22-04/26/19	\$467,017.60
Accounts Payable Check: Manuals	-	\$
Accounts Payable Wires:	-	\$
<b>Total:</b>		<b>\$467,017.60</b>
Payroll Checks- Cycle Date:	-	\$
Payroll Checks- Manuals	-	\$
Payroll – IRS & State Income Tax	-	\$
<b>Total:</b>	-	<b>\$</b>
Total Disbursements Approved:	04/22-04/26/19	<u>\$467,017.60</u>

Commissioner Corrigan seconded.

Mr. Sullivan advised of the 2019 Accounts Payable items of note for run date April 23, 2019.

Vendor	Amount	Department
OAG AVIATION WORLDWIDE	\$3,286.28	YVRA: 4 <sup>th</sup> Quarter 2018 Weather View Displays for Flight tracking
HORIZONS SPECIALIZED SERVICES INC	\$178,017.29	Developmental Disabilities Mill Levy Funds: MAR 19: PROPERTY TAX DISTRIBUTION

HAYDEN HERITAGE CENTER	\$4,585.73	Museum & Heritage Mill Levy Funds: MAR 19: PROPERTY TAX DISTRIBUTION
HISTORIC ROUTT COUNTY!	\$5,340.51	Museum & Heritage Mill Levy Funds: MAR 19: PROPERTY TAX DISTRIBUTION
HAHN'S PEAK AREA HISTORICAL SOCIETY	\$1,431.13	Museum & Heritage Mill Levy Funds: MAR 19: PROPERTY TAX DISTRIBUTION
HISTORICAL SOCIETY OAK CREEK & PHIPPSBURG	\$2,548.76	Museum & Heritage Mill Levy Funds: MAR 19: PROPERTY TAX DISTRIBUTION
TREAD OF PIONEERS HISTORICAL COMMISSION	\$31,636.15	Museum & Heritage Mill Levy Funds: MAR 19: PROPERTY TAX DISTRIBUTION
YAMPA-EGERIA HISTORICAL SOCIETY	\$920.20	Museum & Heritage Mill Levy Funds: MAR 19: PROPERTY TAX DISTRIBUTION
LEWAN & ASSOCIATES INC	\$44,517.96	IT Capital: CLEF Network Equipment and Support
LEWAN & ASSOCIATES INC	\$4,349.29	IT Budget: SMARTNET LICENSE RENEWAL
JVIATION INC	\$22,616.80	YVRA Budget: HDN AIP 44-8 DECEMBER 2019: Apron Expansion and Rehabilitation:
NORTHWEST COLORADO BROADBAND INC	\$15,000.00	IT Budget: Project THOR Capital
HANNAH MECHANICAL	\$4,214.66	YVRA Capital: Down Payment on AC Replacement Passenger Terminal
2019 AP Run Date April 23 - Total	\$467,017.60	

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 and the Treasurer.

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April 30, 2019

Routt County Board of County Commissioners' Minutes

## **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 April 2, 2019;
- B. Approval and authorization for the Chair to sign the Temple Hoyne Buell grant application for the First Impressions Best Practices program;
- C. Approval of and authorization for the RSCO and All Crimes Enforcement Team to submit a grant application to DOLA for the Gray and Black Market Marijuana Enforcement grant program;
- D. Approval of and authorization for the Chair to sign the Wallerstine-Perlik Subdivision Plat and Resolution 2019-014 for a minor amendment to the Timbers Village PUD;
- E. Approval of and authorization to ratify the Chair's signature on the Routt County 2019 Mini-Grant Award Agreement.

### **MOTION**

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

Commissioner Monger seconded; the motion carried 3-0.

Items B and C were pulled for additional discussion.

### **ITEM B**

Commissioner Melton stated she would like to share information on the Temple Hoyne Buell grant. The funding source is used for the First Impressions Best Practices Program which participating providers have a couple of best practices they have to meet, and there is a list of funding opportunities available to them. Stephanie Martin, First Impressions Program Administrator, requested that First Impressions Council revise the list of funding opportunities to include up to \$5,000 for start-up expenses, for infant and toddler care facilities. This does not change the grant, it will just allow the funding source to be used for that purpose.

Commissioner Corrigan moved to approve item B from the consent agenda and authorize the Chair to sign the related documents.

Commissioner Monger seconded; the motion carried 3-0.

### **ITEM C**

Mr. Sullivan stated the Board had asked yesterday, 1) what the funding is going to be used for, and 2) why the Board didn't have a copy of the grant application or the memo from the Grant Review Committee. The latter was Mr. Sullivan's fault as he didn't complete a recommendation from the grant review committee. The committee did meet with Sheriff Wiggins and Commander Carlson (ACET) and recommended submitting the grant application. He added the maximum amount of funds will be \$15,000; that is what they are anticipating. But, for this DOLA funding the amount received depends on the number of applications received and funding is based on population of each agency.

Commissioner Melton asked if in the grant application, there was a narrative of how the gray and black marijuana is a problem in Routt County. Mr. Sullivan stated he did not have a copy of the completed grant application.

Mr. Sullivan stated in regards to the use of the funds, it's stipulated that the funds have to be used on activities related to investigations, arrests or prosecution of crimes related to gray and black marijuana market; basically illegal marijuana activity. The email Mr. Sullivan received from Commander Carlson stated the funds will be used for equipment purchases. The funds can also be used for personnel cost, but since the funds are coming to Routt County, and enforcement activities can occur in both Routt and Moffat counties, Sheriff Wiggins and Commander Carlson advised the grant review committee that funds would not be used for personnel cost and only used for equipment. They also advised that funds could be used during undercover operations to make marijuana purchases. Additionally, a grant agreement has not been provided to the County Attorney. One will not be provided until after the funds are awarded. Since this a new program, a previous grant agreement was not available for Mr. Knaus to review at this time. But, Mr. Knaus did not have an issue since the use of these funds follow the Colorado Statutes. As long as we follow those statutes it should not be a problem to administer the grant.

Commissioner Melton noted that on the communication form provided with the grant request approval, it states the approval was on March 21, 2019. Maybe the date is wrong and it was meant to be April, not March.

Commissioner Monger stated the approval of the grant is not authorizing additional funding for the Sheriff's budget. Should there be matching funds necessary for the grant, these funds would come from the already approved budget.

Commissioner Melton would like to hear from the Sheriff on what the concerns are in Routt County as far as the gray and black marijuana market.

Commissioner Corrigan stated there was an incident in Yampa, regarding a grow operation and the volume being produced exceeding the number allowed by the medical marijuana law. He added there was a gray market deriving from the medical marijuana market.

Commissioner Melton directed Mr. Sullivan to ask Sheriff Wiggins to come and meet with the Board for an update on the gray and black marijuana market and added in future, if the Board is approving a grant, a copy of the grant needs to be submitted for their review.

Commissioner Corrigan moved to approve item C from the consent agenda and authorize the Chair to sign the related documents.

Commissioner Monger seconded; the motion carried 3-0.

#### **EN RE: PUBLIC COMMENT**

Kris Middledorf and JT Romatzke, Colorado Parks and Wildlife (CPW), were present.

Mr. Romatzke, Northwest Regional Manager, wanted to come in and meet with the Board. He asked if the Board had any questions or concerns related to any of the many efforts currently going on with CPW. He added that fee increases are going on right now creating an interesting moment for CPW.

Mr. Romatzke spoke of building relationships and partnerships in Northwest Colorado and how that falls not only on CPW but everyone living in this area. He noted how the current weather conditions are very different this year compared to 2018.

Commissioner Corrigan stated that CPW has a good relationship with the County and how great it is to have Mr. Middledorf to work with as CPW's representative in Routt County, especially in land use referrals. Mr. Middledorf appreciated the opportunity to provide the planning department with feedback on those land use permits.

Commissioner Melton noted that yesterday the Board met with Colorado Mountain College (CMC) students currently enrolled in the Sustainability Studies. The students presented their capstone projects. She asked if CPW ever works or interacts with CMC at all. Mr. Middledorf stated that CPW does work with CMC. Commissioner Melton added there were a couple of interesting projects related to wildlife; one in particular focused on moose in the ski area. Mr. Middledorf talked about the different efforts that CPW has ongoing to reduce conflict with the wildlife and has communications plans with the ski area so they know when to call CPW regarding problems with moose on the mountain.

Mr. Middledorf stated that wolves will be a conversation-topic in the near future in Routt County. He felt it would be good to sit down with the Board, have a conversation about the topic and feel out the private landowners, ranchers, the community, and recreation participants.

Bob Geer was present for additional public comment.

Mr. Geer wanted to advise the Commissioners there are many pot holes on County Road 14 at the entrance to Tree Haus; they are significant. In previous years, he has advised the County of this issue and the matter has resolved right away.

#### **EN RE: PURCHASING / JULIE KENNEDY**

Jason Nettles, Communications Manager and Kevin Booth, Airport Director, were also present.

### **MOTOROLA RADIO REMOTE CONSOLES CHANGE ORDER REQUEST**

Mr. Nettles stated last year, during the budget process, he submitted a couple of budget proposals. One of the proposals was for additional fixed radio equipment for the two new consoles in the new Communications Center. The second option was for remote positions only, to be used outside of the Communications Center, and the third option was a combination of some fixed equipment and some remote equipment. At the end of the budget process, the Board approved the remote dispatch console option because of the added flexibility however, there was an oversight on both his and Motorola's part. The intent was to use the laptops with all the equipment in a semi-permanent installation. This would enable staff to place the laptops in docking stations with all the components and accessories in the dispatch room with the opportunity to grab and go if needed, and the wired infrastructure would be in place. That was the part that was missed, the components and the wired infrastructure.

Mr. Nettles provided the Board with photos of what the laptops would look like with an overview of all the pieces and parts being discussed. On the Motorola Solutions quote being presented, they have a couple of desktop speakers for each position, two audio interface modules which are the most expensive part of the quote. He added, the quote also has gooseneck microphones, headset jacks and foot pedals. These components, for two positions, on the State of Colorado Price Agreement (SPA) 2016-160/NASPO bid, add up to \$4,528.80. The request is for the Board to authorize the County Manager to sign the Change Order to Motorola Solutions for the purchase of Ancillary Equipment necessary to complete the integration of the Motorola Radio Console Remote Dispatch Stations in the amount of \$4,528.80.

Commissioner Corrigan asked in order for the two positions to be operable, are these components necessary inside the building. Mr. Nettles stated that is correct. There are two purposes; inside the network infrastructure in the building and outside the network infrastructure. Outside the network is the way Motorola designed these to be used, but the County opted to use it a bit differently by having the docking stations. The interface device will allow it to interface with the Communications Center's telephone system so that the dispatcher will have one headset; just like they would at any other fixed position.

Commissioner Monger asked where the funding for the new equipment is coming from. Mr. Nettles stated the funding will be from the Communications Pool budget. This is new equipment and not replacement. He did not have the original budgeted numbers in order to know exactly how this affects the budget. There was another Motorola purchase for which there was a \$21,000 savings, so there should be a net savings of \$16,000 in the pool budget.

Commissioner Corrigan stated he felt the County would have a much more robust communications system after this installation. Mr. Nettles added it will serve the community for years to come.

## **MOTION**

Commissioner Monger moved to approve and authorized Mr. Sullivan to electronically sign the Change Order to Motorola Solutions, Inc. for the purchase of Ancillary Equipment necessary to complete integration of the Motorola Radio Console Remote Dispatch Stations in the amount of \$4,528.80.

Under discussion, it was noted, since Mr. Nettles is the project manager on this particular project and the amount is under \$5,000, so per policy he is authorized to electronically sign the change order. Commissioner Monger moved to amend the motion to authorize Mr. Nettles to electronically sign the Change Order.

Commissioner Corrigan seconded; the motion carried 3-0.

## **APX8500 DUAL BAND MOBILE RADIO FOR NEW YAMPA VALLEY REGIONAL AIRPORT VEHICLE**

Mr. Nettles stated the necessary process was followed to have a supplemental budget signed per accounting's process. Last year, Mr. Booth, through his capital budget request, budgeted a vehicle for his use, included in the budget request was the radio cost. This was lumped with the cost of the vehicle and Communications did not get a separate request as part of the Communications Pool budget.

Commissioner Monger asked if the original plan was to switch the radio from Mr. Booth's existing vehicle to the new vehicle. Mr. Booth stated that was not the case. He budgeted for the accessories when he budgeted for the new vehicle. The breakdown was in communicating to Mr. Nettles that this one radio would be part of his pool budget. The funds are budgeted just need to be transferred to the Communications Pool budget from the Airport capital budget.

Mr. Nettles stated the new radio will be an APX8500 Mobile Dual Band Radio allowing Mr. Booth to communicate with his airport operations, emergency responders and any federal partners in the VHF band.

Mr. Booth provided an example of an incident that occurred just this past weekend and how he was able to communicate with his airport operations.

## **MOTION**

Commissioner Monger moved to approve the State Bid Purchase and authorized Mr. Nettles to electronically sign the Purchase Order to Motorola Solutions, Inc. for the purchase of one APX8500 Mobile Dual Band Radio in the amount of \$5,499.99 to be installed in the new Yampa Valley Regional Airport Director's vehicle and also authorize the approval and signature of the supplemental budget.

Commissioner Corrigan seconded; the motion carried 3-0.

**EN RE: PUBLICS WORKS / RAY DUBOIS**

Mike Mordi, Assistant Public Works Director, was also present.

**REVISED IGA BETWEEN ROUTT COUNTY AND CDOT FOR THE GREEN TRUSS BRIDGE**

Mr. Mordi stated he is requesting to amend the IGA for the Green Truss Bridge. The latest amended agreement has been reviewed by the county's legal department. This latest IGA will replace the previous IGA that was signed prior to receiving this latest revised one. The funding does not change.

**MOTION**

Commissioner Corrigan moved to approve and authorized the Chair to sign a revised IGA between Routt County and the Colorado Department of Transportation for the construction of the Green Truss Bridge in the amount of \$1,065,638.00 with a local match in the amount of \$213,127.60, noting that a supplemental budget will be necessary.

Commissioner Monger seconded; the motion carried 3-0.

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

Tammy Little, Detention Sargent and Julie Kennedy, Purchasing Agent; Derek Maiolo, Steamboat Pilot, were present.

**SUBSTANCE ABUSE COUNSELING SERVICES IN ROUTT COUNTY JAIL**

Ms. Kennedy stated Lt. Boyle, Sheriff's office, applied and received a Jail Based Behavior Services (JBBS) grant to provide group therapy counseling to inmates who have been screened and identified with a substance abuse diagnosis. The intent is to develop a program to work in tandem with medical treatment for withdrawal that are currently being administered to inmates with the therapy for life skills to reduce recidivism rates of drug related arrests.

Ms. Kennedy stated Craig Thornhill with Thornhill Counseling, LLC was selected as a sole source due to the vast experience with creating and administrating a similar program in Moffat County jail. She directed the Board to review Mr. Thornhill's resume. Additionally, Mr. Thornhill would be able to assist Lt. Boyle with the reporting required by the grant. The contract would start on May 1<sup>st</sup> through December 31, 2019.

Commissioner Melton asked why we are contracting directly with Mr. Thornhill instead of contracting with Mind Springs since Mr. Thornhill works for Mind Springs. Ms. Kennedy stated

Mr. Thornhill has his own practice and is who we are contracting with. This is separate from Routt County's contract with Mind Springs.

Commissioner Monger asked who will be tracking measurable outcomes. Ms. Kennedy stated that Mr. Thornhill will be providing data to Lt. Boyle; he will be tracking the outcomes. This is part of the agreement with Mr. Thornhill and part of the grant requirement.

**MOTION**

Commissioner Corrigan moved to waive the formal purchasing process and authorized the Chair to sign the Professional Services Agreement (PSA) and authorized the County Manager to electronically sign the purchase order to Thornhill Counseling, LLC in the amount of \$18,900.00 for Craig Thornhill, LPC, LAC (dual licensed) weekly services in the Routt County Jail to support the Jail Based Behavior Services (JBBS) awarded grant.

Commissioner Monger seconded; the motion carried 3-0.

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

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Kim Bonner, Clerk and Recorder

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M. Elizabeth Melton, Chair

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Date