

**STATE OF COLORADO  
COUNTY OF ROUTT**

OFFICE OF THE CLERK  
October 12, 2021

Commissioner Timothy V. Corrigan, Chair, called the meeting of the Routt County Board of County Commissioners to order. Commissioner Tim Redmond, County Manager Jay Harrington, and County Commissioners' and County Manager's Office Manager Kendra Alfieri were also present. Commissioner Beth Melton was absent. Samantha Pearce prepared the minutes.

**EN RE: ACCOUNT PAYABLE/ MANUAL WARRANTS/ PAYROLL**

There are no warrants to present at this time.

**EN RE: CONSENT AGENDA**

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

- A. Approval of County Commissioners' minutes: meetings of July 29 and August 3, 4, and 10, 2021;
- B. Approval of and authorization for the Chair to sign a memorandum of understanding with the Colorado Department of Labor and Employment, Division of Vocational Rehabilitation for parking a state-owned vehicle at the District 3 shop;
- C. Approval and authorization for the Chair to sign a liquor license renewal for Clark Liquor Company LLC dba Clark Liquors for a liquor store;
- D. Approval of and authorization for the Chair to sign the Buell Foundation contract.

**MOTION**

Commissioner Redmond moved to approve items A, B, C, and D on the consent agenda.

Commissioner Corrigan seconded; the motion carried 2-0.

**EN RE: PUBLIC COMMENT**

There were no public comments made.

**EN RE: HUMAN SERVICES**

Julie Hulslander, Human Services Assistant Director presented to the Board a consideration to approve the Core Service Plan for the State Fiscal Year 2021-2022, as well as the Core Contracts with local providers.

This is Ms. Hulslander's first time presenting the Core Plan to the Commissioners. She stated that this is a contract that is usually signed every three years but now the State is requesting it be signed every year. The Core Plan is a Family Preservation Allocation to provide intensive services to families. It ensures that Routt DHS is able to provide prompt and timely services to the community. DHS contracts with local providers which removes noted barriers. This State plan outlines how Routt and the Region plan to spend these State allocated dollars.

Commissioner Corrigan asked about the annual budget discrepancy on two separate spreadsheets. Ms. Hulslander said that is likely what was allocated versus the amount of supplemental funding that is requested. Commissioner Corrigan asked if the \$322,000 was the total Core Service dollars available to the 5-County Region. Ms. Hulslander said that yes it is and that the Regional budget is often underspent since insurance is the first thing that is tapped into. If the County overspent, the Regional dollars would bail them out which leaves a lot of room to serve people as long as they fall into one of ten service areas.

#### **MOTION**

Commissioner Redmond moved to approve the Chair's signature on the Core Service Plan for the State Fiscal Year 2021-2022, as well as the Core Contracts with local providers as presented.

Commissioner Corrigan seconded; the motion carried 2-0.

#### **EN RE: EMERGENCY MANAGEMENT**

David 'Mo' DeMorat, Routt County Emergency Operations Director presented to the Board a consideration to approve and authorization for the Chair to sign the 2021 Emergency Management Performance Grant (EMPG) Encumbrance #21EM-22-46 Letter of Acceptance Between the State of Colorado, Department of Public Safety, Division of Homeland Security and Emergency Management and Routt County.

The Colorado Division of Homeland Security & Emergency Management (DHSEM) will issue this grant award as a Small Dollar Grant Agreement (SDGA). The issuance of a SDGA functions like a 'purchase order' for requests for reimbursements (RFRs) in the State financial system, and does not require original signatures on a formal agreement from your approving authorities, as done in the past, in order to reduce unnecessary delays in processing formalized agreement documents and our awarded projects. The period of performance for the 2021 EMPG SDGA is from January 1, 2021 to December 31, 2021.

On January 11, 2021, the Commissioners approved and signed the Emergency Management Performance Grant (EMPG) –Local Emergency Manager Support (LEMS) Program Funding Grant Application for Calendar Year 2021. Routt County has benefited from the EMPG Grant for many years with reimbursement to the County based on meeting performance requirements identified in the yearly Grant Agreement. Routt County received

\$71,000 in 2012, \$83,580 in 2013, \$76,000 in 2014 and 2015, \$61,150 in 2016, and \$60,000 in 2017, 2018, 2019 and 2020.

### **MOTION**

Commissioner Redmond moved to approve and authorize the Chair to sign the 2021 Emergency Management Performance Grant (EMPG) Encumbrance #21EM-22-46 Letter of Acceptance Between the State of Colorado, Department of Public Safety, Division of Homeland Security and Emergency Management and Routt County.

Commissioner Corrigan seconded; the motion carried 2-0.

### **EN RE: PURCHASING**

Julie Kennedy, Purchasing Agent and Tony Brown presented to the Board a consideration to approve the award and authorize the County Manager to electronically sign the purchase order for RFP 731 Salt Sand 10% 2021-2022 to Precision Excavating, Inc. in the amount not to exceed of \$30,384 for the Routt County Road & Bridge Department subject to future appropriations.

Ms. Kennedy sent out RFP 731 Salt Sand 10% 2021-2022 for proposals to seven suppliers, and two suppliers' submitted proposals. Precision Excavating, Inc. not only provided the lowest price per ton, and their material is located between the Hayden and Steamboat County Shops that require the Salt Sand 10%.

### **MOTION**

Commissioner Redmond moved to approve the award and authorize the County Manager to electronically sign the purchase order for RFP 731 Salt Sand 10% 2021-2022 to Precision Excavating, Inc. in the amount not to exceed of \$30,384 for the Routt County Road & Bridge Department subject to future appropriations.

Commissioner Corrigan seconded; the motion carried 2-0.

### **EN RE: CLERK AND RECORDER**

### **STEAMBOAT LAKE OUTPOST INC TRANSFER OF A TAVERN LIQUOR LICENSE**

Barb Fox presented to the Board a consideration to approve and authorize the Chair to sign a liquor license transfer from Hahn's Peak Roadhouse LLC to Steamboat Lake Outpost Inc. for a tavern license.

The current owners also own Vista Verde Ranch. They are currently operating under a temporary license.

## **MOTION**

Commissioner Redmond moved to approve and authorize the Chair to sign a liquor license transfer from Hahn's Peak Roadhouse LLC to Steamboat Lake Outpost Inc. for a tavern license.

Commissioner Corrigan seconded; the motion carried 2-0.

## **STEAMBOAT LAKE OUTPOST INC TRANSFER OF FMB LIQUOR LICENSE**

Ms. Fox presented to the Board a consideration to approve and authorize the Chair to sign a liquor license transfer from Hahn's Peak Roadhouse LLC to Steamboat Lake Outpost Inc. for a retail fermented malt beverage on/off premises license.

The current owners also own Vista Verde Ranch. They are currently operating under a temporary license.

## **MOTION**

Commissioner Redmond moved to approve and authorize the Chair to sign a liquor license transfer from Hahn's Peak Roadhouse LLC to Steamboat Lake Outpost Inc. for a retail fermented malt beverage on/off premises license.

Commissioner Corrigan seconded; the motion carried 2-0.

## **EN RE: GRANT ADMINISTRATION**

Caroline McClenahan, Grant Administrator and Doug Scherar, Undersheriff presented to the Board a consideration to approve the application to DCH Body-Worn Camera Grant Program.

The Routt County Sheriff's Office implemented a body-worn camera program in 2017, ahead of the state mandate. This grant program has been released to incentivize agencies to implement their own programs but can also be utilized to support existing policies and contracts.

Based upon a letter of intent submitted to Colorado Division of Criminal Justice, Routt County has received an allocation of \$41,095 in support of body-worn cameras and related accessories. This allocation has to be applied for through a formal application process. Body-worn cameras and accessories are leased to the Routt County Sheriff's Office through Axon. This application requests funds to be utilized toward 1 year of the 5 year contract with Axon. Based upon the Axon quote from August, 2021, \$34,526 per year will be spent on body-worn cameras and related accessories, and \$34,526 will be applied for through this grant.

Commissioner Corrigan and Commissioner Redmond asked clarifying questions about what the money will and can be used for.

## **MOTION**

Commissioner Redmond moved to approve the application to DCH Body-Worn Camera Grant Program.

Commissioner Corrigan seconded; the motion carried 2-0.

## **EN RE: ASSESSOR**

Gary Peterson, Assessor presented to the Board a consideration to approve the purchase of the Spatialist Software and Annual Maintenance for three modules specific to the Assessor's Office and the option of adding the 4th module (Community) as the County's central hub of public information for Planning, Building, Elections activity as well as other county business/activities related to property.

The Routt County Assessor received a quote for Spatialist Inc. for software and maintenance services for a period of three years. This is a specialized software that will provide efficiency to the Assessor's Office staff.

The initial first year expense is \$42,000; this is on all four modules and includes a one-time implementation cost of \$8,000 with a \$5,000 credit on the 4th module (Community), and off-site training services comped. Annual license fee of the four modules is \$34,000. For the 3 Assessor specific modules only, the one-time implementation cost is the same at \$8,000 as the \$5,000 credit on the 4th module (Community) is not taken, off-site training services are still comped. Annual license fee of the three modules is \$26,000; \$8,000 less without the Community module. Current software retired by end of 2022 = \$11,860 (before annual increases) for a net annual operating cost of \$14,140.

The Routt County Attorney has reviewed and approved the Spatialist contract in its March 2021 form. The Spatialist representative will honor the March pricing and resend a revised contract with new dates upon approval of either the 3 or 4 modules being approved. Due to the uniqueness of this software offered by Spatialist, the sole source purchase is justified by the benefit and best interest of both the County and Community.

Commissioner Redmond and Commissioner Corrigan asked Mr. Peterson to elaborate on the need for this equipment.

## **MOTION**

Commissioner Redmond moved to approve the purchase of 4 modules from Spatialist Software and Annual Maintenance noting that this will require a supplemental budget.

Commissioner Corrigan seconded; the motion carried 2-0

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