

**STATE OF COLORADO  
COUNTY OF ROUTT**

OFFICE OF THE CLERK  
October 19, 2021

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

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

Mr. Harrington presented the accounts payable totaling \$2,167,669.70.

**MOTION**

Commissioner Melton moved to approve accounts payable as presented.

Commissioner Redmond seconded; the motion carried 3-0.

**EN RE: CONSENT AGENDA**

- a. APPROVAL OF THE STATE HUMAN SERVICE ELECTRONIC BENEFIT TRANSFER IN THE AMOUNT OF \$263,222.26 THROUGH JULY 2021 AND \$261,803.04 THROUGH AUGUST 2021;
- b. ACCEPTANCE OF DEED OF DEDICATION ON CR 42.

**MOTION:**

Commissioner Redmond moved to approve item A. on the consent agenda.

Commissioner Melton seconded; the motion carried 3-0.

**EN RE: ITEMS PULLED FROM CONSENT**

Commissioner Redmond pulled Item B. from the consent agenda. Erick Knaus, County Attorney made note that the requested motion was not accurate because the exhibit that is to be attached to the Deed of Dedication concerning land given from the School District to the County for maintenance purposes is not complete. Mr. Knaus recommended a new motion to the Commissioners.

**MOTION:**

Commissioner Redmond moved to accept the Deed of Dedication and authorize the Chair to sign the acceptance upon receipt of exhibit A. to the deed and final approval of the County Attorney

Commissioner Melton seconded; the motion carried 3-0.

**EN RE: PUBLIC COMMENT**

No public comment was made.

**EN RE: LEGAL**

**RESOLUTION CONTINUING DECLARATION OF LOCAL DISASTER (TWENTIETH)**

Lynaia South, Assistant County Attorney presented to the Board a consideration of and adoption of a Resolution Continuing Declaration of Local Disaster.

On March 13, 2020, the Chair signed a Declaration of Local Disaster relating to the COVID-19 global pandemic. On March 16, 2020, the Board of County Commissioners ratified and extended this Declaration of Local Disaster. This is the twentieth Resolution extending the Declaration. It is effective from the date of the current expiration and extends the Declaration for another 30 days.

**MOTION**

Commissioner Melton moved to approve and authorize the Chair to sign resolution number 2021-077, a resolution continuing Declaration of Local Disaster.

Commissioner Redmond seconded; the motion carried 3-0.

**RESOLUTION ADOPTING UPDATED PII POLICY AND RESCINDING RESOLUTION NO. 2007-046**

Erick Knaus, County Attorney presented to the Board a consideration for signing of a Resolution adopting an Administrative Policy for Routt County concerning personal identifying information and rescinding a prior version of the policy including Resolution No. 2018075; and a Resolution Rescinding Resolution #2007-046 Prohibiting the Use of Excessive Force.

The Board of County Commissioners previously adopted a Policy Concerning the Destruction, Disposal, and Protection of Personal Identifying Information on October 30, 2018 (2018 PII Policy). The 2018 PII Policy has been updated and incorporated into an Administrative Policy for Routt County Concerning Personal Identifying Information. No. 2018-075 adopting the 2018 PII Policy will be rescinded upon the adoption of the updated PII Policy.

**MOTION:**

Commissioner Redmond moved to approve Resolution number 2021-078 adopting an Administrative Policy for Routt County concerning personal identifying information and rescinding a prior version of the policy including Resolution No. 2018075

Commissioner Melton seconded; the motion carried 3-0.

**RESCINDING RESOLUTION NO. 2007-046**

On May 4, 2021, the Board adopted Resolution #2021-028 – A Policy Prohibiting the Use of Excessive Force. The Board desires to rescind Resolution #2007-046 since the new policy is now in effect.

**MOTION**

Commissioner Redmond moved approve Resolution number 2021-079 rescinding Resolution number 2007-046 prohibiting the Use of Excessive Force adopted on August 1, 2007.

Commissioner Melton seconded; the motion carried 3-0.

**ROUTT COUNTY V CORDOVA**

Ms. South presented to the Board a discussion pending litigation, Routt County v. Cordova, Case No. 2021CV30048

At 9:50 a.m. Commissioner Corrigan moved to go into executive session to discuss pending litigation, Routt County v. Cordova, Case No. 2021CV30048. Executive session is requested under C.R.S. Section 24-6-402(4) (b) –conference with County Attorney to receive legal advice on specific legal issue.

Commissioner Melton seconded; the motion carried 3-0.

The executive session adjourned at 10:59 a.m. Commissioner Corrigan stated that no formal actions were taken, and no minutes or recording were taken during the executive session.

**EN RE: PURCHASE OF DEVELOPMENT RIGHTS (PDR) ADVISORY BOARD**

Claire Sollars, Chair presented to the Board a consideration to accept the PDR Board’s recommendation to approve Tier II documents related to PDR project 200, and direct staff to place the project on the Commissioners’ agenda for funding approval, noting that all Tier II criteria has been met.

**MOTION**

Commissioner Melton moved to accept the PDR Board’s recommendation to approve Tier II documents related to PDR project 200, and direct staff to place the project on the Commissioners’ agenda for funding approval, noting that all Tier II criteria has been met.

Commissioner Redmond seconded; the motion carried 3-0.

**EN RE: ADVOCATES OF ROUTT COUNTY**

Graham Hackett presented to the Board a consideration for approval and authorization for the Board of County Commissioners to sign a resolution proclaiming October 2021 as Domestic Violence Awareness Month in Routt County.

The Commissioners held brief discussion with Mr. Hackett and asked questions about advocacy and prevention in the community.

**MOTION**

Commissioner Melton moved to approve and authorize the Chair to sign Resolution Number 2021-080, a resolution proclaiming October 2021 as Domestic Violence Awareness Month in Routt County.

Commissioner Redmond seconded; the motion carried 3-0.

**EN RE: PURCHASING**

Julie Kennedy, Purchasing Agent and Kevin Booth, Airport Director presented to the Board a consideration to approve and authorize the Chair to sign Amendment 10 of the Mead & Hunt Professional Services Agreement dated February 5, 2019, effective through December 31, 2024 to include the Airport On-Call Planning Consultant Services effective October 19, 2021.

The FAA required that YVRA solicit an on-call planner for projects that are grant funded. Ms. Kennedy sent the Request for Qualifications to 14 firms and received 2 Statement of Qualifications. The Airport Director and Assistant Director evaluated based on the criteria such as experience, years in business, and any legal issues, Mead & Hunt were selected as the best candidate for this project.

**MOTION**

Commissioner Redmond moved to approve and authorize the Chair to sign Amendment 10 of the Mead & Hunt Professional Services Agreement to add the Airport On-Call Planning Consultant Services effective October 19, 2021.

Commissioner Melton seconded; the motion carried 3-0.

**EN RE: HUMAN RESOURCES**

Kathy Nelson, Director, Hays Companies, the County's Benefits Consultant, and Dan Strnad, Finance Director presented to the Board a consideration to approve the Routt County 2022 proposed benefit plans. This item was discussed at the October 12, 2021 meeting.

The Commissioners asked final clarifying questions about the plans presented. Ms. Nelson answered questions in detail for better understanding. The Commissioners were in agreement with everything that was presented by Ms. Nelson except for needing more

information on the dental plan and level of County participation in terms of funding, and the short term disability as presented. The Commissioners' gave Ms. Nelson direction for adjusting the dental and short term disability plans. No motions were made.

**EN RE: 2022 BUDGET REVIEW AND DECISION MAKING PROCESS**

Dan Strnad, Finance Director presented to the Board a review of the various 2022 County Department budget requests for the public hearing presentation of the budget on 11.23.2021 at 5:00 PM. No motions were made.

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