

**STATE OF COLORADO  
COUNTY OF ROUTT**

**OFFICE OF THE CLERK  
August 3, 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, and Interim County Manager Mark Collins were also present. Jennifer Parent prepared the minutes.

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

Mr. Collins presents accounts Payable in the amount of \$ 232,325.65 and payroll in the amount of \$797,664.71, for a total of \$1,029,990.36.

**MOTION**

Commissioner Melton moved to approve the accounts payable as presented.

Commissioner Redmond seconded; the motion carried 3-0.

**ITEMS OF NOTE**

Discovery Benefits INC- \$4,740.28  
ICMA Retirement Trust- \$98,554.74  
Vision Service Plan- \$3,030.84  
A1 Garage Door- \$9,680.50 (County Fairgrounds)

**EN RE: PUBLIC COMMENT**

There was no public comment.

**EN RE: PURCHASING**

Julie Kennedy, Purchasing Agent was also present.

**RFQ PATCH 2021 APPROVAL**

The Routt County Purchasing Agent sent out RFQ Patch 2021 to the two vendors in the County that have historically provided patch materials to the Road & Bridge Department. Unfortunately, Kilgore CO dba Elam Construction is no longer providing material in this area and has moved their operation to Grand Junction. Oldcastle Group dba United Companies provided the sole quote for 1,725 tons at \$75.15/ton to be picked up as needed in Hayden. Ms. Kennedy requests that the Board of County Commissioners approve the purchase and authorize the County Manager to electronically sign the Purchase Order for patch material to Oldcastle Group dba United Companies in the not to exceed amount of \$129,633.75.

### **MOTION**

Commissioner Redmond moved to approve the purchase of and authorize the County Manager to electronically sign the Purchase Order for patch material to Oldcastle Group dba United Companies in the not to exceed amount of \$129,633.75.

Commissioner Melton seconded; the motion carried 3-0.

### **EN RE: HUMAN RESOURCES**

Kathy Nelson, Human Resources Director was also present.

### **PUBLIC INFORMATION OFFICER PAY SCALE**

Ms. Nelson presented her request for approval of the new Public Information Officer (PIO) pay scale. This is a new position that will report to the County Manager. This position will perform professional work in planning, organizing, directing, and managing strategic internal and external communication initiatives; conceptualizes, develops, and implements comprehensive and multifaceted community relations, public relations, social & digital media, resident outreach and engagement, public information, crisis and emergency communication programs. This position is responsible for developing, promoting and maintaining a positive image and brand of the county aimed at building trust and driving awareness, facilitating transparency and two-way communication between the County and its varied constituencies. It also provides leadership for special projects as assigned by the County Manager.

Ms. Nelson reviewed multiple related positions/salaries against this role and benchmarked this position against the City of Steamboat Springs Communications Manager pay scale. This wage allows the County to be locally competitive, as well as closely aligns with Employer's Council 2021 "Government Entities without Utilities" and "Colorado Data" salary survey data.

### **MOTION**

Commissioner Melton moved to approve the Public Information Officer pay scale as presented, which is Step 1 at an hourly rate of \$32.40 and a Step 11 at an hourly rate of \$43.84.

Commissioner Redmond seconded; the motion carried 3-0.

**EN RE: PUBLIC HEALTH**

Roberta Smith, Public Health Director; Nicole Harty, Epidemiologist; Fritha Morrison, Epidemiologist; Brooke Maxwell, Public Health Nurse; and Jesse Herrgott, Nurse Educator were also present.

**COVID-19 UPDATE**

Ms. Smith starts the update on activity in CDPHE and CDC guidelines. The Public Health Department has been in contact with the local school districts. CDPHE has done a good job laying out guidelines for quarantining in students. The County does recommend wearing masks in schools. It will be left to schools to decide what their mask mandates might be. Schools can implement weekly serial testing. Ms. Smith read the quarantine guidelines. Routt County Public Health does support the CDPHE guidelines with a goal of keeping students in school. There are no separate guidelines for high risk activities. The hope is that those students would be vaccinated. The high risk activities will be monitored. CHSAA has no guidelines at this point.

Ms. Maxwell updates the Commissioners on strategies for vaccine outreach. Mr. Herrgott talked about setting up vaccination clinics at school or public events. The ease of getting vaccination is easier than ever. Testing is still being done primarily by appointment. Public Health is focusing mainly on outbreaks. The County does receive frequent calls about testing and the office tries to direct them to places they know are offering testing.

Ms. Harty presents the County’s recent COVID data. There was an increase in Total Visitor Cases mainly due to an outbreak in one location in North Routt. A majority of cases are in the young/middle adulthood ages. She made a plea with people to not dismiss symptoms as allergies or a cold. In Routt County vaccination is providing a 95% protection rate.

Ms. Smith says the unvaccinated are at a higher risk than ever for several reasons, one of them being the Delta variant. Routt County has a high level of vaccination, however, the push to vaccinate must continue. The County is looking at ways to make it easier for people to be vaccinated because they have found the easier it is the more people will take advantage of the vaccination.

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

\_\_\_\_\_  
Kim Bonner, Clerk and Recorder

\_\_\_\_\_  
Timothy V. Corrigan, Chair

\_\_\_\_\_  
Date