

**STATE OF COLORADO  
COUNTY OF ROUTT**

**OFFICE OF THE CLERK  
JULY 26, 2022**

Commissioner M. Elizabeth Melton, Chair, called the regular meeting of the Routt County Board of County Commissioners to order. Commissioner Tim Redmond, Commissioner Timothy V. Corrigan, County Manager Jay Harrington, and Executive Assistant Jennifer Parent were also present. Katie McCaulley prepared the minutes.

**EN RE: APPROVAL OF ACCOUNTS PAYABLE, MANUAL WARRANTS, AND PAYROLL**

Mr. Harrington presented accounts payable for a total of \$2,432,355.98.

**MOTION**

Commissioner Corrigan moved to approve the accounts payable as presented by the County Manager.

Commissioner Redmond seconded; the motion carried 3-0.

**EN RE: CONSENT AGENDA**

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

- A. APPROVAL OF AND AUTHORIZATION FOR THE CHAIR TO SIGN THE FAIR ENTERTAINMENT CATERED MEALS AGREEMENT**
- B. APPROVAL OF AND AUTHORIZATION FOR THE CHAIR TO SIGN THE ALPINE MOUNTAIN RANCH F7 FINAL PLAT**
- C. APPROVAL OF AND AUTHORIZATION FOR THE CHAIR TO SIGN THE MARABOU A7 BUILDING ENVELOPE ADJUSTMENT**

**MOTION**

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

Commissioner Corrigan seconded; the motion carried 3-0.

**EN RE: PUBLIC COMMENT**

No public comment was made.

**EN RE: HUMAN RESOURCES**

Kathy Nelson, Human Resources Director, and Todd Hagenbuch, CSU Extension Director, were present.

**CONSIDERATION TO HIRE AN ACCOUNTING MANAGER ABOVE STEP 1**

Kathy Nelson presented a consideration to approve hiring an Accounting Manager at step 3 with the opportunity to advance to step 4 upon successful completion of a 6-month performance evaluation. The applicant meets all requirements to be hired at this step and will be filling an existing position.

**MOTION**

Commissioner Corrigan moved to approve hiring an Accounting Manager at step 3 with the opportunity to advance to step 4 upon successful completion of a 6-month performance evaluation.

Commissioner Redmond seconded; the motion carried 3-0.

**CONSIDERATION TO HIRE AN OFFICE TECHNICIAN ABOVE STEP 1**

Kathy Nelson presented a consideration to approve hiring an Office Technician at step 11. The applicant meets all requirements to be hired at this step and will be filling an existing position.

**MOTION**

Commissioner Redmond moved to hire Karen Lewer at step 11 of the Office Technician payscale.

Commissioner Corrigan seconded; the motion carried 3-0.

**EN RE: COUNTY MANAGER**

**BUREAU OF LAND MANAGEMENT MEMORANDUM OF UNDERSTANDING FOR COOPERATIVE DEVELOPMENT OF THE BIG GAME HABITAT, MOVEMENT ROUTE, AND MIGRATION CORRIDOR RESOURCE MANAGEMENT PLAN AMENDMENT**

County Manager Jay Harrington described how the BLM had reached out to determine if Routt County would be a cooperating agency for their Big Game Habitat, Movement Route, and Migration Corridor Resource Management Plan Amendment. The primary focus is oil/gas development and covers the entire state of Colorado. The consensus among the Commissioners was that the appropriate course of action is for Routt County to be a cooperating agency. The only change County Attorney Erick Knaus had recommended on the agreement was in regards to a spacing issue, which was presented to the BLM for approval. Commissioner Corrigan commented on the importance of preserving crucial wildlife habitats in Routt County and areas that have recreational opportunities.

### **MOTION**

Commissioner Corrigan moved to authorize the chair's signature on the Memorandum of Understanding with the United States Department of Interior Bureau of Land Management Colorado State Office and Routt County, Colorado for cooperative development of the Big Game Habitat, Movement Route, and Migration Corridor Resource Management Plan Amendment.

Commissioner Redmond seconded; the motion carried 3-0.

### **EN RE: ROUTT COUNTY BOARD OF EQUALIZATION**

Erick Knaus, County Attorney, was present.

### **HEARING REFEREE RECOMMENDATIONS**

Erick Knaus presented potential motions to the Commissioners in regards to CBOE hearings that occurred on July 21, 2022. These included approval of the submitted recommendations of the CBOE hearing officer; a denial of the same which would potentially trigger the petitioners being allowed to appeal to the next level, including the district court, the BAA, or for arbitration; or to review the recommendations made by the hearing officer, which is pursuant to the request made by the Assessor's office.

The Commissioners agreed that it would be beneficial to review documentation previously provided, which would avoid setting precedent in regards to rehearing cases with new information presented by petitioners. They also agreed that because of new the state statute, qualifications may have changed in regards to residential versus vacant lots. Establishing a strong foundation will make the decision for hearing recommendations clearer in the future.

### **MOTION**

Commissioner Corrigan moved to table consideration of the four recommendations from the hearing officer as posted to August 2, 2022, at 11:25 AM. This would be a review of items previously presented.

Commissioner Redmond seconded; the motion carried 3-0.

**EN RE: STRATEGIC PLAN DISCUSSION**

Mark Collins was present.

Mr. Collins began by reviewing the six strategic outcomes that were established in the previous Strategic Plan meeting. The goal for this Strategic Plan is to cover a five-year timeline, with a plan revision at that time to meet the needs of the county. Commissioner Melton expressed the importance of including equity in the Strategic Plan. There was also discussion regarding the addition of “inclusion” and “equity” to the Core Values of Routt County. Items included in the Strategic Plan were discussed in terms of where resources need to be allocated to focus on the most important areas moving forward. Mr. Collins expressed the need to examine areas of concern that have been referenced by the public. There was also discussion in regards to language and how the ideas would be perceived; specifically the difference between distribution and facilitation, the clarity with which items were presented, grammatic format, and consolidation of items.

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

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Jenny L. Thomas, Clerk and Recorder

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M. Elizabeth Melton, Chair

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Date