

**STATE OF COLORADO  
COUNTY OF ROUTT**

OFFICE OF THE CLERK  
March 3, 2020

Commissioner Timothy V. Corrigan, Chair, called the meeting of the Routt County Board of County Commissioners to order. Commissioner Doug Monger, Commissioner Beth Melton, County Manager Tom Sullivan and Manager's Office Manager Kendra Alfieri, Assistant County Attorney Lynaia South, and County Attorney Erick Knaus were also present.

**EN RE: WARRANTS**

There were no Accounts Payable items for consideration.

**EN RE: CONSENT AGENDA**

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

- A.** Approval of County Commissioner Minutes: Regular Meeting January 28, 2020.
- B.** Approval to Appoint Ben Vannoy to fill a new 3-year term representing an at-large position on the Routt County Fair Advisory Board expiring December 31, 2022.
- C.** Approval to appoint Jeremy Decker to fill a 3-year term representing at-large position on the Routt County Fair Advisory Board expiring December 31, 2022.
- D.** Approval to appoint Lynn Powell to fill a 3-year term representing an at-large position on the Routt County Fair Advisory Board expiring December 31, 2022.
- E.** Approval of and ratification of settlement agreement in Board of Assessment Appeals Matter, Catamount Development Inc Docket No 75757.

**MOTION**

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

Commissioner Monger seconded; the motion carried 3-0.

**EN RE: PUBLIC COMMENT**

No public comments.

**EN RE: 2021 BUDGET CALENDAR**

Routt County Deputy Manager Dan Weinheimer presented a summary of department budgets, changes in revenues, operations, elimination of variances and changes in FTEs.

No motions were made.

**EN RE: PLANNING**

Routt County Planning Director Kristy Winser and Tegan Ebbert, Planner and Cari Hermacinski presented.

**MOORE VEHICLE STORAGE HOME INDUSTRY; PL-19-200**

Consideration of a Home Industry Special Use Permit for a RV and vehicle storage facility located at 13475 County Road 51B.

**MOTION**

Commissioner Monger made a motion to approve SPU for Home Industry PL-19-200 subject to conditionss 1-13 and 14-22 as modified.

Commissioner Melton seconded; the motion carried 3-0.

**EN RE: PURCHASING**

Julie Kennedy, Purchasing Agent presented to the Board a consideration for approval of and authorization for the Chair to sign the contract with JP Morgan Chase for Purchasing Card (PCard) services, request to table the Routt County PCard Holder Policy and Agreement for Attorney review, and approve the credit limits for the initial PCard Holders.

**MOTION**

Commissioner Melton moved to approve and authorize for Chair's signature on the contract with JP Morgan Chase for PCARD services. Commissioner Melton made an amended motion to approve and authorize the Chair's signature on the Colorado Payment Card Consortium Agreement as well as the third party Access Agreement with JP Morgan Chase

Commissioner Monger seconded; the motion carried 3-0.

**EN RE: HUMAN RESOURCES**

Human Resources Director Kathy Nelson presented.

**HIRE THE HR GENERALIST I ABOVE STEP 1**

Consideration to approve hiring the HR Generalist Doris Mayhan at step 4 with the opportunity to advance to step 5 upon completion of a successful performance evaluation.

**MOTION**

Commissioner Monger made the motion to approve the hiring of the HR Generalist at Step 4 with the opportunity for the 6-month performance evaluation to move to Step 5.

Commissioner Melton seconded; the motion carried 3-0.

**EN RE: ROUTT COUNTY BOARD OF HEALTH**

**QUARTARLY UPDATE**

Presenters: Routt County Public Health Director Karrie Ladrow, County medical Officer Dr. Brian Harrington and Moffat County Assistant Health Director Alivia Sheely.

No motions were made.

**EN RE: PDR**

**PDR- ANNUAL STEWARDSHIP MONITORING REPORTS**

Presentation of the stewardship annual reports by the various land trusts, City of Steamboat Springs, Jenny Carey, Open Space and Trails Supervisor; Colorado Cattlemen's Land Ag. Trust, Megan Knott, Director of Stewardship; The Nature Conservancy, Geoff Blakeslee, Yampa River Project Director, and Sally Ross; Yampa Valley Land Ag. Trust, Bryce Hinchman, Conservation Manager; and Rocky Mountain Elk Foundation, Susanne Roller, CO/NM Lands Program Manager.

No motions were made.

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

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Jenny Thomas, Clerk and Recorder

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M. Elizabeth Melton, Current Chair

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Date