

**STATE OF COLORADO
COUNTY OF ROUTT**

**OFFICE OF THE CLERK
SEPTEMBER 13, 2022**

Commissioner M. Elizabeth Melton, Chair, called the regular meeting of the Routt County Board of County Commissioners to order. Commissioner Tim Redmond, 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

No accounts payable were presented.

EN RE: CONSENT AGENDA

No items were presented for consent.

EN RE: PUBLIC COMMENT

John Weibel, Founder of Moon Hill Dairy, was present.

Mr. Hill shared the opinion that recent actions taken by the local government were counterintuitive to the statements made regarding advocating the support of local agriculture. Mr. Hill spoke about the fact that Routt County is lacking competitiveness relating to the costs associated with agriculture and the short window of opportunity in which to produce products. An element that adds to these challenges is the higher tax rate charged to the agricultural sector in Routt County versus other counties in the state. Mr. Hill expressed confusion as to why property tax rates were so much higher on his agricultural property versus his property in town, as well as frustration regarding the necessity of obtaining a cheese-making permit. The regulations and fees Mr. Hill encounters significantly reduce the income seen by his operations.

EN RE: COMMUNICATIONS CENTER

Jim Cullen, Communications Manager, was present.

EQUATURE RECORDING SYSTEM MAINTENANCE AGREEMENT RENEWAL

Mr. Cullen presented a consideration to authorize the renewal of and approve for the Chair to sign the Recording System Maintenance Agreement with Equature. This would be a standard and ordinary contract renewal of the agreement that has been in place for over 20 years. Recordings processed by this service include phone lines and CAD entries. While the renewal of this agreement would extend an additional five years, there would be a savings of \$134,000 compared to the previous renewal, as hardware replacement is not needed. The proposed expenditure would be \$118,000 for a five-year agreement.

MOTION

Commissioner Redmond moved that the Board of County Commissioners approve the renewal agreement for Equature in the amount of \$118,000 for five years.

Commissioner Melton seconded; the motion carried 2-0.

EN RE: PURCHASING

Julie Kennedy, Purchasing Agent, was present.

MINOR BRIDGES INSPECTIONS PROJECT APPROVAL

Ms. Kennedy presented a request for the Board of County Commissioners to approve the award, the Chair to sign the Professional Services Agreement, and authorize the County Manager to electronically sign the Purchase Order to Engineering Operations LLC in the amount not to exceed \$37,126.21. No supplemental budget will be required at the end of the year as the current budgeted amount is \$40,000. The last time these bridges were inspected was in 2012. Inspections would be completed before the winter season.

MOTION

Commissioner Redmond moved the Board of County Commissioners to approve the award, the Chair to sign the Professional Services Agreement, and authorize the County Manager to electronically sign the Purchase Order to Engineering Operations LLC in the amount not to exceed \$37,126.21.

Commissioner Melton seconded; the motion carried 2-0.

EN RE: LEGAL

Erick Knaus, County Attorney, was present.

AMENDED INSURANCE REQUIREMENTS

Mr. Knaus presented a request that the Board of County Commissioners approve or deny a Resolution to amend the current insurance and surety requirements. The current insurance policy requires coverage in the amount of \$1.1 million. That has met with complaints and a general resource drain for County staff. The recommended amount from CTSI is \$1 million. Other amendments include adding a requirement for land use activities.

MOTION

Commissioner Redmond moved to approve and authorize the Chair to sign Resolution 2022-055, a resolution adopting an amended administrative policy for Routt County Insurance and Surety Requirements.

Commissioner Melton seconded; the motion carried 2-0.

EN RE: EMERGENCY MANAGEMENT 2023 BUDGET PRESENTATIONS

David DeMorat, Emergency Management Director; Alyssa Ingles, Emergency Management Specialist; Dan Strnad, Finance Director; and Jim Cullen, Communications Manager, were present.

2023 BUDGET PRESENTATIONS

Mr. DeMorat began by presenting the 2023 budget for the Emergency Operations Department, addressing changes regarding revenue, personnel, grant funding received, variances, and operations, as well as an overview of capital requests. Mr. Strnad spoke about various topics regarding funding and grant allotment.

Mr. Cullens then presented the 2023 Communication budget. The presentation included an overview of changes regarding revenue, personnel, and operations, as well as an overview of capital requests. The budgets were compared from the current year back through 2019.

MR. Cullens proceeded to present the 2023 budget for the Communications Pool Fund which included a budget summary, revenue changes, capital requests, and total capital expenditures.

MOTION

No motion was called for.

EN RE: ENVIRONMENTAL HEALTH 2023 BUDGET PRESENTATIONS

Scott Cowman, Environmental Health Director; Shawn Sonnkalb, Account Manager; and Dan Strnad, Finance Director, were present.

2023 BUDGET PRESENTATIONS

Mr. Cowman presented the 2023 budgets for various departments; Environmental Health, Waste Diversion, Milner Sanitation System, and Phippsburg Water & Sanitation System. The budgets were compared from the current year back through 2019.

Regarding the 2023 Environmental Health budget, Mr. Cowman presented topics including budget summary, budget shortages, revenue changes, revenue sources, personnel changes, a new Full-Time Employee request, operational changes, and Climate Action Plan implementation regarding county initiatives and cost.

Mr. Cowman proceeded to present the 2023 Waste Diversion budget. Topics presented included a budget summary, revenue changes and trends, operational changes, and Climate Action Plan implementation and the relationship to waste diversion.

The next department Mr. Cowman presented was the Milner Sanitation System. This presentation included a 2023 budget summary, revenue changes, operational changes, and an overview of the Newterra Containerized Membrane Bioreactor system for wastewater treatment.

The final department Mr. Cowman presented was the Phippsburg Water and Sanitation System, and the same presentation format as the Milner Sanitation Station was used. As the Phippsburg Water and Sanitation System processes a larger volume, the budget for this location was slightly higher. The presentation included a 2023 budget summary, revenue changes, and operational changes.

MOTION

No motion was called for.

EN RE: TREASURER 2023 BUDGET PRESENTATIONS

Lane Iacavetto, Treasurer; Shawn Sonnkalb, Account Manager; and Dan Strnad, Finance Director, were present.

2023 BUDGET PRESENTATIONS

Ms. Iacavetto presented the 2023 budget for the Treasurer's office as well as the Public Trustee's office. Topics presented regarding the Treasurer's office included a budget summary, revenue changes, personnel changes, operation changes, and transfers. Ms. Iacavetto explained that the 2023 budget for the Treasurer's office was very similar to the previous year. The primary difference was an IT Capital Pool request in 2023 for digitizing records. Ms. Iacavetto proceeded to present the 2023 budget for the Public Trustee's office. Topics discussed included a budget summary, and revenue, budget, and operation changes. No significant changes were presented in relation to the previous year's budget.

MOTION

No motion was called for.

EN RE: FACILITIES MANAGEMENT 2023 BUDGET PRESENTATIONS

Joe Stepan, Facilities Manager, and Mike Mordi, Public Works Director, were present.

2023 BUDGET PRESENTATIONS

Mr. Cowman presented the 2023 budgets for various departments, including Facilities Management, Facilities Management Pool, and Fair and Fairgrounds.

Mr. Stepan began with the 2023 budget presentation for Facilities Management, covering a variety of operational areas including the budget summary, revenue changes, personnel changes, operation changes, and repair and maintenance projects. Mr. Stepan then presented the 2023 Facilities Management Pool budget, including a budget summary and capital pool requests.

Mr. Stepan then presented the 2023 budget for the Routt County Fair and Fairgrounds with an overview of the 2023 budget. Topics discussed included revenue, personnel, and operations changes. Mr. Stepan proceeded to present the 2023 Lottery Cash Flow, which included the beginning balance for 2023, lottery proceeds, grant funding, and expenses.

MOTION

No motion was called for.

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

Jenny L. Thomas, Clerk and Recorder

M. Elizabeth Melton, Chair

Date