

**STATE OF COLORADO
COUNTY OF ROUTT**

**OFFICE OF THE CLERK
AUGUST 23, 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 \$1,200.00.

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 TO NAME FIELDHOUSE LANE**
- B. APPROVAL OF AND AUTHORIZATION TO NAME THUNDER ROAD**

MOTION

Commissioner Redmond moved to approve consent agenda items A & B, with the notation that item A will have resolution number 2022-051 and item B will have resolution number 2022-052.

Commissioner Corrigan seconded; the motion carried 3-0.

EN RE: PUBLIC COMMENT

No public comment was made.

EN RE: PLANNING

Alan Goldich, Staff Planner, was present.

D&D RECYCLING; PL20220003

Mr. Goldich presented consideration of a special use permit for D&D Recycling. The Planning Commission heard this application at their July 21, 2022 hearing. They voted to recommend approval with a 7-0 vote. They added a recommended condition that would require the applicant to post a bond for reclamation of the site once the operation ends. Due to this, the Board tabled the application until August 23, 2022 at 9:35 AM to give staff time to research this condition. Staff was not able to determine appropriate language and needs additional time to research the scope, cost, etc. that this bond would require. It is requested that the Board approve tabling this application until September 27, 2022 at 9:35 AM.

MOTION

In the matter of Planning item D&D Recycling; PL20220003, Commissioner Corrigan moved to table this application until September 27, 2022 at 9:35 AM.

Commissioner Redmond seconded; the motion carried 3-0.

EN RE: COMMUNICATIONS CENTER

Jim Cullen, Communications Manager, was present.

E911 SURCHARGE INCREASE

Mr. Cullen presented a consideration to increase the E-911 Surcharge. State Public Utilities Commission has approved an increase in the E-911 surcharge that is collected by all counties to fund Emergency Communications Operations to \$1.97 per phone line in June of 2023. The rate increase last year to \$1.81 was not adopted by Routt County. The increase in fee is based on an inflation increase of 8.6% as of May 2022.

Periodically the State PUC examines and adjusts the impact of expenses to communications centers around the state to provide the emergency communications service to the public. Currently, Routt County charges \$1.72 per line. There is a three month notification period to inform service providers and generate publication in local papers. The Communications Department would like to begin this process now, with the increase in the E-911 surcharge taking place in June of 2023.

MOTION

Commissioner Redmond moved the Board to approve the Colorado Public Utilities Commission increase of the E-911 surcharge collected by Routt County to \$1.97 per phone line.

Commissioner Corrigan seconded; the motion carried 3-0.

EN RE: COUNTY MANAGER

Jason Peasley, Yampa Valley Housing Authority Executive Director, was present.

2022 PAB ALLOCATION TRANSFER TO CHFA

The Colorado Housing and Finance Authority (CHFA) has requested the consideration of adding Routt County's Private Activity Bonds (PAB) to their pool. Mr. Peasley provided a summary of the history of Routt County PAB transfers to CHFA, as well as his recommendation. He explained that PABs are allocated to each county based on population size, with a cap on the maximum amount that can be issued. PABs can be used for specific purposes, typically housing and economic development. In the past, Routt County has committed these funds to CHFA for a number of purposes, including supplementing single-family lending portfolios. Individually, Routt County is not always to use the bond caps effectively, whereas in a pooled sense CHFA is able to put those funds to good use while still allowing the County to receive funding when needed. Therefore, Mr. Peasley's recommendation is that the Board pledge the County's PABs to CHFA to allow the organization to utilize those funds as they see fit, with the understanding that the County can still receive funding for projects as needed.

MOTION

Commissioner Corrigan moved to approve the 2022 Private Activity Bond allocation to the Colorado Housing and Finance Authority and authorize the Chair to sign the 2022 Assignment of Allocation and the 2022 Assignment Resolution, noting that this will have resolution number 2022-053.

Commissioner Redmond seconded; the motion carried 3-0.

YVHA FUNDING

YVHA has requested a contribution from Routt County's American Rescue Plan Act (ARPA) funds in the amount of \$1,000,000 to support Brown Ranch infrastructure design costs. Jason Peasley initially met with the Routt County Commissioners on Monday, August 15th to present this request. These funds would contribute toward infrastructure design costs associated with the first phase of development. If this funding is approved, Routt County will be the first outside organization to pledge money towards this project, as well as provide a segue for YVHA to apply for funding from DOLA and the Colorado Health Foundation. YVHA's goal is to have infrastructure design completed by the end of 2023, with the intent of obtaining more funding and breaking ground at Brown Ranch by 2024. Obtaining more funds to put towards projects would allow YVHA to take advantage of available resources and focus on a larger scope of development rather than completing one project at a time.

MOTION

Commissioner Redmond moved to approve funding in the amount of \$1,000,000.00 to the Yampa Valley Housing Authority for Brown Ranch infrastructure design costs.

Commissioner Corrigan seconded; the motion carried 3-0.

EN RE: HUMAN RESOURCES

Kathy Nelson, Human Resources Director, and Erick Knaus, County Attorney, were present.

CONSIDERATION TO APPROVE UPDATES TO THE ON-CALL POLICY

Ms. Nelson presented a consideration to approve updates to the on-call policy for Routt County. The county's on-call rates have not been updated in many years, and based on current economic changes, it is recommended that the on-call rates be updated from \$3.00/hr. to \$6.00/hr. and on holidays from \$6.00/hr. to \$12.00/hr. While the initial discussion was in regards to only DHS employees, it was determined that it would be best to apply this adjustment in on-call rates to all Routt County employees. The County Manager and County Attorney have both reviewed the revisions to this policy and approved placing it on the Agenda for the Board's consideration and approval.

MOTION

Commissioner Redmond moved to approve updates of the on-call policy as presented, effective September 1, 2022.

Commissioner Corrigan seconded; the motion carried 3-0.

CONSIDERATION TO HIRE ABOVE STEP 1

Ms. Nelson presented a consideration to approve hiring a new Planner Technician above step 1. Kristy Winser is requesting to hire Blake Kelly at step 4 with the opportunity to advance to step 5 upon successful completion of a 6-month performance evaluation. Mr. Kelly meets all of the education and work experience required to be hired at Step 4. He has a Bachelor of Science and over 8 years of relevant customer service and technician experience. The County Manager reviewed this request and approved placing it on the agenda for consideration and approval. This is an existing position and the budgeted annual base compensation at step 4 is \$53,622.15.

MOTION

Commissioner Corrigan moved to approve the hiring of the Planner Technician at step 4 with the opportunity to advance to step 5 upon successful completion of a 6-month performance evaluation.

Commissioner Redmond seconded; the motion carried 3-0.

EN RE: TREASURER

Lane Iacovetto, Treasurer, and Scott Prickett, Co-Chief Investment Officer of Chandler Asset Management, were present.

CHANDLER UPDATE

Scott Prickett provided an economic update followed by an update in regards to Routt County's portfolio performance, as well as what is expected moving forward. The economic update touched on the global market with a focus on the United States including economic topics such as wages, inflation, consumer reports, housing trends, industrial production, GDP, and others. Mr. Prickett went into detail regarding Routt County's investment portfolio. He explained goals for investments in relation to benchmarks and how that applies to the company's hierarchy of decision-making. There was also discussion regarding the best way to share this information with the public and promote transparency.

Ms. Iacovatto presented Routt County's investment policy, which had undergone a few minor revisions. She also provided clarification on the statutory requirements at the request of Commissioner Melton.

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