

**STATE OF COLORADO
COUNTY OF ROUTT**

**OFFICE OF THE CLERK
January 7, 2020**

Commissioner Beth Melton, Chair, called the regular meeting of the Routt County Board of County Commissioners to order. Commissioner Douglas B. Monger, Deputy County Manager Dan Weinheimer, and County Manager Tom Sullivan were also present. Those present recited the Pledge of Allegiance. Deanna Sanchez recorded the meeting and prepared the minutes. Commissioner Tim V. Corrigan was absent.

MOTION

Commissioner Monger moved to table the accounts payable until later in the meeting.

Commissioner Melton seconded; the motion carried 2-0.

EN RE: CONSENT AGENDA

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

- A. Approval of County Commissioners Minutes: Regular Meeting of November 12, 2019, and November 19, 2019;
- B. Approval and authorization for the Chair to sign the fiber agreement between Yampa Valley Regional Airport and Atlantic Aviation;
- C. Approval of resolution 2020-01, a resolution to partner with CMC in applying for a distribution from the COSI 2019-2020 Matching Funds Scholarship;
- D. Approval of and authorization for the Chair's signature on a letter of support for Mountain Medical's grant submission to the HB-1287 grant committee;
- E. Approval of and authorization for the Chair's signature on a letter of support for the 433 Oak Nonprofit Center Capital Campaign to the Economic Development Commission;
- F. Approval of and authorization for the Chair's signature on a letter of support for the City of Steamboat Springs US40 West Pedestrian Connection Phase II Trail Extension to CDOT;
- G. Approval of and authorization for the Chair's signature on a letter of support for the OBH for Boys & Girls Clubs of Northwest Colorado for youth substance abuse prevention.

MOTION

Commissioner Monger moved to approve items A, B, C, D, E, F, and G on the consent agenda and authorized the Chair to sign the related documents.

Commissioner Melton seconded; the motion carried 2-0.

EN RE: PUBLIC COMMENT

No members of the public were present for comment.

EN RE: NORTHWEST WORKFORCE CENTER / JESSICA VALAND

UPDATE

Ms. Valand presented a PowerPoint to the Commissioners and gave an update on Northwest Workforce Center operations.

EN RE: ROUTT COUNTY FATHERHOOD PROGRAM / TOM VALAND

FATHERHOOD PROGRAM - BUELL FOUNDATION GRANT APPROVAL

Mr. Valand gave the Commissioners an update on the Fatherhood Program operations.

He stated his request for approval of and authorization for the Chair to sign the 2020 Buell Foundation funding proposal totaling \$12,500 for program support for Routt County for benefit of Fatherhood Program of Routt County.

MOTION

Commissioner Monger moved to approve of and authorize for the Chair to sign the 2020 Buell Foundation funding proposal totaling \$12,500 for program support for Routt County for benefit of Fatherhood Program of Routt County.

Commissioner Melton seconded; the motion carried 2-0.

EN RE: WARRANTS

Commissioner Monger moved to approve and authorize the Commissioners to sign the Warrants Sheets that included;

Accounts Payable Check- Cycle Date:	12/30-1/3	\$1,140,429.92
Accounts Payable Check: Manuals	-	\$
Accounts Payable Wires:	-	\$
Total:		\$1,140,429.92
Payroll Checks- Cycle Date:	12/30-1/3	\$604,143.80
Payroll Checks- Manuals	-	\$
Payroll – IRS & State Income Tax	-	\$246,089.03
Total:		\$850,232.83
Total Disbursements Approved:	12/30/19-1/3/2020	<u>\$1,990,662.75</u>

Commissioner Melton seconded.

Mr. Sullivan advised of the 2019 and 2020 Accounts Payable items of note for run date January 3, 2020.

Vendor	Amount	Department
JDW INC	10,837.50	YVRA AC Unit Replacement – first half of contract
KINSCO LLC	1,723.25	Sheriff’s Office – Detention Officer Uniforms
NORTHWEST DATA SERVICES LLC	27,128.35	YVRA – Surveillance System Project and Network Upgrades
TRUENORTH STEEL INC	49,285.21	Road & Bridge - Culverts
WAGNER EQUIPMENT CO	347,798.57	YVRA AIP-45 PROGRESS PAYMENT APP #1; Loader Build – Progress Payment No. 1
JOHN COLIN MCCAULLEY	10,211.82	Facilities Management: Justice Center Solar Power System Repair Project: Payment to order parts and materials
CALCON CONSTRUCTORS INC	10,324.00	Sheriff’s Office – Site Improvements: Pay app #4

2019 Run Date Jan 3, 2020	Total	\$691,832.79
2020 Run Date Jan 3, 2020	Total	\$102,173.42

The motion carried 2-0.

EN RE: PURCHASING / JULIE KENNEDY

Ray DuBois, Public Works Director, and Steve Faulkner, Facilities Director were also present.

RFQ OLD COMMUNICATION CENTER DEMOLITION

Ms. Kennedy stated her request for approval of the award for RFQ Old Communication Center Demo to Tyke Pierce Construction LLC for \$25,355.00 and authorization for the County Manager to electronically sign the Purchase Order.

Ms. Kennedy, Mr. DuBois, Mr. Faulkner, and the Commissioners discussed the request.

MOTION

Commissioner Monger moved to approve the RFQ Old Communication Center Demo to Tyke Pierce Construction LLC for \$25,355.00 and authorize the County Manager to electronically sign the Purchase Order.

Commissioner Melton seconded; the motion carried 2-0.

EN RE: ROUTT COUNTY WEED PROGRAM / GREG BROWN

Ray DuBois, Public Works Director, and Tiffany Carlson, Weed Program Supervisor were also present.

REVISIONS TO NOXIOUS WEEDS LIST

Mr. Brown stated his request for approval of the revisions to the current Routt County Weed Management Plans Noxious Weeds list. The proposed revision includes the addition of three invasive weeds that will create negative impacts to Routt County landscapes if not monitored and controlled. The additions would include curly dock (Rumex Crispus) and common mullein (Verbascum Thapsus) to the current 13 weeds and bulbous bluegrass (Poa Bulbosa) as

a species of concern. Bulbous Bluegrass will have a separate designation as a species of concern because there currently are no known feasibly acceptable treatments for this species.

Mr. Brown, Ms. Carlson, Mr. DuBois, and the Commissioners discussed the request.

MOTION

Commissioner Monger moved to approve the additions to the Routt County Weed Management Plan Noxious Weeds list as Curly Dock (*Rumex Crispus*) and Common Mullein (*Verbascum Thapsus*) to the current 13 weeds and Bulbous Bluegrass (*Poa Bulbosa*) as a species of concern

Commissioner Melton seconded; the motion carried 2-0.

EN RE: ECONOMIC DEVELOPMENT COUNCIL (EDC) / JOHN BRISTOL

Laura Soard and Sarah Leonard, Steamboat Springs Chamber were also present.

QUARTERLY UPDATE

Mr. Bristol, Ms. Soard, and Ms. Leonard presented an update on the EDC to the Commissioners.

EN RE: ADMINISTRATIVE / DEANNA SANCHEZ

2020 PLACE OF MEETINGS POSTINGS RESOLUTION

Ms. Sanchez stated her request for approval and authorization for the Chair to sign resolution 2020-02, a resolution designating the place of posting for the Commissioners' 2020 hearings.

MOTION

Commissioner Monger moved to approve and authorized the Chair to sign resolution 2020-02, a resolution designating the place of posting for the Commissioners' 2020 hearings as the bulletin boards on the 2nd and 3rd floor of the Routt County Historic Court House on 522 Lincoln Avenue, Steamboat Springs.

Commissioner Melton seconded; the motion carried 2-0.

COMMISSIONER'S 2020 APPOINTMENTS LIST

Ms. Sanchez stated her request for approval of the 2020 Commissioners' Appointment List to appoint members to Routt County Boards for 2020.

CommissionerS Monger and Melton directed Ms. Sanchez to remove number 23 from the list.

MOTION

Commissioner Monger moved to approve of the 2020 Commissioners' Appointment list with the removal of number 23.

Commissioner Melton seconded; the motion carried 2-0.

At this point Commissioner Corrigan became Chair of the Routt County Board of Commissioners and Commissioner Monger became the Pro-Tem.

EN RE: HUMAN RESOURCES / KATHY NELSON

CONSIDERATION TO APPROVE THE PUBLIC HEALTH ADMINISTRATIVE SPECIALIST PAY SCALE

Ms. Nelson stated Kari Ladrow, Director of Public Health, is requesting to add a Public Health Administrative Specialist position. This position reports directly to the Public Health Director and under general supervision, will provide complex administrative support to the Department. This will be a full-time benefitted position.

Ms. Nelson has evaluated the job description against Employers Council salary information and benchmarked it against an Administrative Assistant III utilizing resort salary data. She also reviewed the position against the County's job evaluation factors and the job description meets the point factor of an Administrative Assistant IV pay scale. The County Manager has reviewed this request and approved placing this request on the agenda for your consideration and approval.

Ms. Nelson and the Commissioners discussed the request.

MOTION

Commissioner Monger moved to approve of the Public Health Administrative Specialist pay scale.

Commissioner Melton seconded; the motion carried 2-0.

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

Kim Bonner, Clerk and Recorder

Timothy V. Corrigan, Chair

Date