

# ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

Timothy V. Corrigan  
District I

Timothy Redmond  
District II

M. Elizabeth Melton  
District III

## Regular Meeting

October 11, 2022

Times listed on the agenda are approximations and may be longer or shorter, or being earlier than scheduled, with no notice. Agendas are subject to change 24 hours before the meeting start time. To ensure you have the most up-to-date information, please check the agenda after 24 hours of its start time.

If you are joining the meeting for a specific item, please join 10 minutes before the item to ensure you are present for the beginning of the item.

All regular meetings are open to the public unless otherwise noted. All meetings will be held in the Routt County Historic Courthouse - 522 Lincoln Avenue, Hearing Room, Steamboat Springs - or otherwise noted.

Please [CLICK HERE](#) to join the webinar via Zoom.

To join by telephone dial 1-346-248-7799

Webinar ID: 851 5180 1592 Password: 444052

1. 9:30 A.M. CALL TO ORDER
2. APPROVAL OF ACCOUNTS PAYABLE, MANUAL WARRANTS, AND PAYROLL
3. CONSENT AGENDA ITEMS

Items of routine and non-controversial nature are placed on the consent agenda to allow the Board of County Commissioners to spend its time and energy on more important items on a lengthy agenda. Any Commissioner may request that an item be "PULLED" from the consent agenda and considered separately. Any member of the public may "REQUEST" any item to be "PULLED" from the consent agenda.

**A. RATIFICATION OF THE CHAIR'S SIGNATURE ON A LETTER OF SUPPORT FOR CITY OF STEAMBOAT SPRINGS REGARDING US40W PEDESTRIAN CONNECTION FUNDING**

Documents:

[LETTER OF SUPPORT - CITY OF STEAMBOAT SPRINGS FOR US40 WEST PEDESTRIAN CONNECTION.PDF](#)

**B. RATIFICATION OF THE BOARD'S SIGNATURES ON A LETTER OF SUPPORT FOR YAMPA VALLEY HOUSING AUTHORITY REGARDING GEOTHERMAL SYSTEM FUNDING**

Documents:

[LETTER OF SUPPORT - GEOTHERMAL HEATING FUNDING FOR YVHA.PDF](#)

**C. RATIFICATION OF THE CHAIR'S SIGNATURE ON A LETTER FROM U.S. DEPARTMENT OF THE TREASURY REGARDING LATCF COUNTY AWARD TERMS AGREEMENT**

Documents:

[LATCF\\_COUNTIES\\_AWARD\\_TERMS\\_AGREEMENT\\_AND\\_CERT\\_2022.PDF](#)

**4. CONSIDERATION OF ITEMS PULLED FROM THE CONSENT AGENDA**

**5. PUBLIC COMMENT**

Public Comment will be heard on any item except quasi-judicial land use items. County Commissioners will take public comment under consideration but will not make any decision or take action at this time.

IF YOU ARE ATTENDING THE MEETING REMOTELY, To make a public comment raise your hand on the Zoom platform if online; if calling in press \*9. Another option is to download the Zoom app that allows you to raise your hand as well. The moderator will then select you when it is your turn. Written public comment can also be submitted to [bcc@co.routt.co.us](mailto:bcc@co.routt.co.us). Please make sure to indicate in the subject line of your email that it is public comment and reference the agenda item to which it relates. Public comments will be entered into the record.

**6. 9:35 A.M. PLANNING**

Kristy Winser, Planning Director

**A. UHL PROPERTY; PL20220077**

Consideration of a request for an exemption to the Subdivision Regulations.

Documents:

[BCC COMMUNICATION FORM.PDF](#)  
[STAFF REPORT\\_UHL.PDF](#)

**7. 10:05 A.M. LUNCH BREAK**

**8. 1:00 P.M. HISTORIC PRESERVATION BOARD**

Katie McCaulley, Staff Assistant

**A. RESOLUTION DESIGNATING THE HUBBARD CABIN TO THE ROUTT COUNTY REGISTER OF HISTORIC PROPERTIES**

Consideration for approval and authorization for the Chair to sign a resolution designating the Hubbard Cabin to the Routt County Register of Historic Properties.

Documents:

[AGENDA COMMUNICATION FORM\\_HUBBARD CABIN APPLICATION.PDF](#)  
[HUBBARD CABIN APPLICATION.PDF](#)

HUBBARD CABIN APPLICATION PART 5 - PHOTOS.PDF  
RESOLUTION ADOPTING HUBBARD CABIN.PDF  
SEPTEMBER 21 MINUTES DRAFT.PDF

**9. 1:10 P.M. LEGAL**

Erick Knaus, County Attorney

**A. RESOLUTION ADOPTING SOCIAL MEDIA POLICY**

Consideration to approve an Administrative Policy concerning Social Media.

Documents:

AGENDA COMMUNICATION FORM.PDF  
SOCIAL MEDIA POLICY RESOLUTION AND POLICY COMBINED.PDF

**10. 1:20 P.M. BUILDING**

Todd Carr, Building Official

**A. AGRICULTURAL BUILDING USE AGREEMENT**

Consideration to change the use of the designated building shown in Exhibit A to become a Agricultural Building only and removing the status of a Riding Arena under the Occupancy Uses contained within the Building Codes. Building is located at 29622 CR14.

Documents:

BCC AGENDA COMMUNICATION FORM AG BUILDNG USE  
AGREEMENT 29622 CR 14.PDF

**11. 1:30 P.M. HUMAN RESOURCES**

Kathy Nelson, Director

**A. CONSIDERATION TO APPROVE UPDATES TO ROUTT COUNTY PAY DAY POLICY**

Consideration to approve updates to Section 12.4 of the Personnel Handbook.

Documents:

BCC AGENDA FORM - SECTION 12.4 PAY DAY POLICY 10-4-  
2022.PDF  
PAY DAY POLICY EDITS 10-3-2022.PDF  
AGREEMENT REGARDING PAYROLL DATES 10-4-2022.PDF

**B. CONSIDERATION TO APPROVE HIRING ABOVE STEP1**

Consideration to approve hiring a GIS Manager at Step 9.

Documents:

AGENDA ITEM - CONSIDERATION TO HIRE ABOVE STEP.PDF  
REQUEST TO HIRE THE GIS MANAGER ABOVE STEP 1.PDF  
GIS MANAGER JD .PDF  
GIS MGR - 2022 PAY SCALE.PDF

**12. 2:00 P.M. BREAK**

**13. 2:30 P.M. ADVOCATES OF ROUTT COUNTY**

Graham Hackett, Social Change Program Director

Consideration to approve and authorize the Chair to sign a Resolution declaring October Domestic Violence Awareness Month in Routt County.

Documents:

[DV AWARENESS MONTH\\_AGENDA COMMUNICATION FORM.PDF](#)  
[2022 DOMESTIC VIOLENCE AWARENESS MONTH\\_RESOLUTION.PDF](#)

**14. 2:40 P.M. PURCHASING**

Julie Kennedy, Purchasing Agent

**A. RFP 779 SALT SAND 10% 2022-2023 PURCHASE APPROVAL**

Request the Board of County Commissioners approve the award and authorize the County Manager to electronically sign the purchase order for RFP 779 Salt Sand 10% 2022-2023 to Precision Excavating, Inc. in the amount not to exceed of \$39,600 for the Routt County Road & Bridge Department subject to future appropriations.

Documents:

[RFP 779 SALT SAND 10 PERCENT 2022-2023 BCC AGENDA COMMUNICATION FORM.PDF](#)  
[PRECISION QUOTE 2022 SALT SAND.PDF](#)

**15. 2:45 P.M. MEETING ADJOURNED**

All programs, services and activities of Routt County are operated in compliance with the Americans with Disabilities Act. If you need a special accommodation as a result of a disability, please call the Commissioners Office at (970) 879-0108 to assure that we can meet your needs. Please notify us of your request as soon as possible prior to the scheduled event. Routt County uses the Relay Colorado service. Dial 711 or TDD (970) 870-5444.