

# ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

Timothy V. Corrigan  
District I

Timothy Redmond  
District II

M. Elizabeth Melton  
District III

## REGULAR MEETING

October 12, 2021

Times listed on the agenda are approximations and may be longer or shorter, or begin 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 them.

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 the link below to join the webinar via Zoom:

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pwd=UXZZSGx1Q01Mc0s2cklGVk13Qld5UT09](https://us02web.zoom.us/j/85106670945?pwd=UXZZSGx1Q01Mc0s2cklGVk13Qld5UT09)

Password: 522

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*The Routt County Board of Health or Board of Commissioners may enter executive session pursuant to C.R.S. 24-6-402(4)(b) to receive legal advice related to any of the below items.*

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. APPROVAL OF COUNTY COMMISSIONERS' MINUTES: MEETINGS OF JULY 29 AND AUGUST 3, 4, AND 10, 2021;**

Documents:

[JULY 29, 2021 CBOE MINUTES.PDF](#)  
[AUGUST 3, 2021.PDF](#)  
[AUGUST 4, 2021 CBOE MINUTES.PDF](#)  
[AUGUST 10, 2021.PDF](#)

**B. APPROVAL OF AND AUTHORIZATION FOR THE CHAIR TO SIGN A MEMORANDUM OF UNDERSTANDING WITH THE COLORADO DEPARTMENT OF LABOR AND EMPLOYMENT, DIVISION OF VOCATIONAL REHABILITATION FOR PARKING A STATE-OWNED VEHICLE AT THE DISTRICT 3 SHOP;**

Documents:

[BCC COMM FORM FOR MOU WITH CDLE FOR PARKING AT D3 SHOP.PDF](#)  
[MOU WITH CDLE FOR PARKING AT D3 SHOP.V2.FINAL.PDF](#)

**C. APPROVAL AND AUTHORIZATION FOR THE CHAIR TO SIGN A LIQUOR LICENSE RENEWAL FOR CLARK LIQUOR COMPANY LLC DBA CLARK LIQUORS FOR A LIQUOR STORE;**

Documents:

[BCC AGENDA COMMUNICATION FORM.PDF](#)

**D. APPROVAL OF AND AUTHORIZATION FOR THE CHAIR TO SIGN THE BUELL FOUNDATION CONTRACT.**

Documents:

[CONTRACT.PDF](#)

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

**5. 9:40 A.M. 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. 9:40 A.M. HUMAN SERVICES**

Kelly Kissling, Director

**A. CHILD WELFARE CORE PLAN/ CORE CONTRACTS WITH PROVIDERS**

Attached is the State 2021/2022 Core Plan as well as Core contracts with providers. To ensure Routt DHS has prompt and timely services to our community, we contract with local providers with removes noted barriers. This State plan outlines how Routt and the Region plan to spend these State allocated dollars.

Documents:

[ROUTTCOUNTYCOREPLAN2021-2022.PDF](#)  
[2021-2022COREPLAN2.PDF](#)  
[MSH - ROUTT COUNTY DHA FIIT AGREEMENT 6-1-21 TO 5-31-22 \(SIGNED BY MSH\).STAMPED.PDF](#)  
[CORE SERVICES.ARIAL.STAMPED 7-26-2021.PDF](#)  
[CRAIGHTHORNHILL2021.PDF](#)  
[GRIFFITH CENTERS 2021.PDF](#)  
[YAMPAVALLEY2021.PDF](#)  
[ROCKYMOUNTAINCASA2021.PDF](#)  
[RECOVERYMONITORINGSOLUTIONS2021.PDF](#)  
[ADVANTAGETREATMENTCONTRACT2021.PDF](#)

**7. 9:50 A.M. HUMAN RESOURCES**

Kathy Nelson, Director

**A. REVIEW AND DISCUSSION OF THE 2022 ROUTT COUNTY BENEFIT PLAN OPTIONS**

Review and Discussion of the 2022 Routt County Benefit Plan Options.

Documents:

[AGENDA ITEM - REVIEW AND DISCUSSION OF 2022 RC BENEFIT PLAN OPTIONS 10-11-2022.PDF](#)

**8. 11:20 A.M. EMERGENCY MANAGEMENT**

David DeMorat, Emergency Operations Director

**A. CONSIDERATION FOR APPROVAL AND AUTHORIZATION FOR THE CHAIR TO SIGN THE 2021 EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG) ENCUMBRANCE #21EM-22-46 LETTER OF ACCEPTANCE BETWEEN THE STATE OF COLORADO, DEPARTMENT OF PUBLIC SAFETY, DIVISION OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT AND ROUTT COUNTY**

Consideration for approval and authorization for the Chair to sign the

2021 Emergency Management Performance Grant (EMPG) Encumbrance #21EM-22-46 Letter of Acceptance Between the State of Colorado, Department of Public Safety, Division of Homeland Security and Emergency Management and Routt County.

The Colorado Division of Homeland Security & Emergency Management (DHSEM) will issue this grant award as a Small Dollar Grant Agreement (SDGA). The issuance of a SDGA functions like a 'purchase order' for requests for reimbursements (RFRs) in the State financial system, and does not require original signatures on a formal agreement from your approving authorities, as done in the past, in order to reduce unnecessary delays in processing formalized agreement documents and our awarded projects. The period of performance for the 2021 EMPG SDGA is from **January 1, 2021** to December 31, 2021.

On January 11, 2021, the BCC approved and signed the Emergency Management Performance Grant (EMPG) - Local Emergency Manager Support (LEMS) Program Funding Grant Application for Calendar Year 2021. Routt County has benefited from the EMPG Grant for many years with reimbursement to the County based on meeting performance requirements identified in the yearly Grant Agreement. Routt County received \$71,000 in 2012, \$83,580 in 2013, \$76,000 in 2014 and 2015, \$61,150 in 2016, and \$60,000 in 2017, 2018, 2019 and 2020.

Grant Letter of Acceptance approved as to form by Erick Knaus, Routt County Attorney.

Documents:

[BCC ACTION AGENDA 2021 EMPG LETTER OF ACCEPTANCE.PDF](#)  
[ROUTT COUNTY 21EM-22-46 SDGA AWARD LETTER\\_21EMPG REVISED 07.13.PDF](#)  
[LETTER OF ACCEPTANCE - ATTORNEY REVIEW.PDF](#)  
[ROUTT COUNTY 21EM-22-46 SDGA STATEMENT OF WORK\\_21EMPG REVISED 07.13.PDF](#)  
[TERMS AND CONDITIONS\\_SDGA\\_FEDERAL.PDF](#)  
[TERMS AND CONDITIONS\\_SDGA\\_STATE\\_EFF 07-01-2019.PDF](#)

**9. 11:40 A.M. PURCHASING**

Julie Kennedy, Purchasing Agent

**A. RFP 731 SALT SAND 10% 2021-2022 AWARD APPROVAL**

Request the Board of County Commissioners approve the award and authorize the County Manager to electronically sign the purchase order for RFP 731 Salt Sand 10% 2021-2022 to Precision Excavating, Inc. in the amount not to exceed of \$30,384 for the Routt County Road & Bridge Department subject to future appropriations.

Documents:

[RFP 731 SALT SAND 10 PERCENT 2021 BCC AGENDA COMMUNICATION FORM.PDF](#)  
[RFP 731 - 2021 SALT SAND PRECISION EXCAVATING BID.PDF](#)  
[RFP 731 SALT SAND 10 PERCENT 2021 TABULATION.PDF](#)

**10. 11:45 A.M. CLERK AND RECORDER**

Kim Bonner, County Clerk

**A. STEAMBOAT LAKE OUTPOST INC TRANSFER OF A TAVERN LIQUOR LICENSE**

Consideration for approval and authorization to sign a liquor license transfer from Hahn's Peak Roadhouse LLC to Steamboat Lake Outpost Inc. for a tavern license.

Documents:

[HAHNSPEAK3.2BCCFORMTRANSFER.PDF](#)

**B. STEAMBOAT LAKE OUTPOST INC TRANSFER OF FMB LIQUOR LICENSE**

Consideration for approval and authorization to sign a liquor license transfer from Hahn's Peak Roadhouse LLC to Steamboat Lake Outpost Inc. for a retail fermented malt beverage on/off premises license.

Documents:

[HAHNSPEAK3.2BCCFORMTRANSFER.PDF](#)

**11. 11:50 A.M. GRANT ADMINISTRATION**

Caroline McClenahan, Grant Administrator

**A. BODY WORN CAMERA GRANT**

Consideration for approval for the application to DCH Body-Worn Camera Grant Program.

Documents:

[2021 BODY WORN CAMERA ALLOCATION ROUTT COUNTY SO.PDF](#)  
[BODY WORN CAMERA APPLICATION INSTRUCTIONS.PDF](#)  
[DRAFT BODY CAM APPLICATION RCSO.PDF](#)  
[2021.10.06 BODY CAM GRANT BUDGET.PDF](#)  
[BCC AGENDA COMM FORM RCSO BODY WORN CAMERAS.PDF](#)  
[BODY CAM GRANT REVIEW COMMITTEE APPROVAL FORM.PDF](#)

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

**13. 1:00 P.M. ASSESSOR**

Gary Peterson, Assessor

**A. APPROVAL OF SPATIALEST SOFTWARE PURCHASE**

Request the Board of County Commissioners approve the purchase of the Spatialist Software and

Annual Maintenance for either three modules specific to the Assessor's Office and the option of

adding the 4th module (Community) as the County's central hub of public information for Planning,

Building, Elections activity as well as other county business/activities related to property.

Documents:

[2021\\_BCC AGENDA  
ITEM\\_SPATIALESTSOFTWARE\\_ASSRSSUBMITTAL.PDF](#)

**14. 1:20 P.M. MEETING ADJOURNED**

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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.