COUNTY COMMISSIONERS’ PROCEEDINGS

State of Colorado   )
ss
County of Rio Grande   )

The Board of the Rio Grande County Commissioners met in special session on Wednesday September 2, 2020.

At 9:04 AM, Chairman Noffsker called the meeting to order. Prayer was led by Commissioner Noffsker, and the Pledge of Allegiance was said.

Present were Commissioner Noffsker, Commissioner Bothell, and Commissioner Glover, along with Interim County Administrator Suzanne Benton, and Clerk of the Board DeAnn Jacobs.

Adoption of the Agenda

Commissioner Bothell made a motion to approve the agenda as presented. Commissioner Glover seconded the motion, and the motion carried.

Approval of Minutes from the Previous Meeting

There were no minutes available for approval.

Public Comment

Commissioner Noffsker asked if there were any comments. There were none.

Consent Agenda

There were no items for Consent Agenda.

General Business and Administrative Items

At 9:07 AM, Ms. Benton said the County has received three applications for the Department of Public Health Director. Fourteen other people have expressed interest, but not turned in applications. Ms. Benton asked that the Commissioners review applications before interviews are scheduled. She said a salary range also needs to be set before the interviews. There was a discussion about emailing all who had expressed interest in the position to remind them of the closing date for receiving applications. There was also a discussion about contacting Saguache County about a potential joint effort in hiring a Public Health Director before interviews begin. Commissioner Glover said he would contact the Saguache County Commissioners about setting a meeting date to discuss a joint effort. It was decided that Ms. Benton would email all who had expressed interest with information on the closing date and salary range.

At 9:21 AM, Ms. Benton said the County had received three applications for the County Administrator position, and ten responses without applications. Ms. Benton will email all respondents with information on the closing date and salary range. She suggested a salary range of $80,000 through $90,000; a decision on the salary range will be made during executive session following this special session. Ms. Benton said Debbie Chapman accepted the position of Human Resources (HR) Director; Ms. Chapman will begin on Tuesday, September 15, 2020. Ms. Benton suggested that, with a full-time HR director and full-time accountant, the County may not need a general grant administrator. Most grants are for Department of Public Health, and the Public Health Director could manage that department’s grants. The accountant could manage other department grants. Ms. Benton said the County has received one application for the Accountant position, and eight people expressing interest without submitting an application. It was decided to set the closing date on September 15, 2020 for the County Administrator, Public Health Director, and Accountant positions. Commissioner Noffsker said the County needs to consider the cost of hiring an accountant before the current temporary accountant position terminates at the end of 2020. Salary ranges of each position will be set in executive session.

At 9:44 AM, Ms. Benton said Ryan Dunn, County Attorney, has completed the Memorandum of Understanding and Cooperative Agreement Related to Distribution of CARES Act Funds (CVRF MOA). Mr. Dunn’s and Commissioner Noffsker’s signatures are needed on each copy before sending the CVRF MOA to the municipalities. Ms. Benton said the CVRF MOA needs to be completed soon, because the County is receiving notices from the State that its CARES Act Spending Monthly Report for this grant is overdue.
At 9:48 AM, Ms. Benton gave the Commissioners letters setting the appointment and salary for both Toni Steffens-Steward and Debbie Chapman. Both were previously approved by the Commissioners, and needed BOCC signatures.

At 9:51 AM, Ms. Benton said the computer I drive, G drive, and tape recordings are all backed up on carbonite. The new County server has two drives.

At 9:53 AM, Ms. Benton said she will send a memo to all department heads and elected officials reminding them that their 2021 budgets need to be submitted by September 25, 2020. The preliminary budget needs to be done by October 14, 2020. Ms. Benton said there are several funds kept in trust. The museum has one for about $9,900 for curation use. There are three earmarked for the Sheriff Department. There is memorial funding for the Astronaut Rominger Airport, and also $450 for the restoration of the wagon at the museum. Ms. Benton said according to JJ Mondragon, County Assessor, the County should receive just over $1,000,000 in assessed value revenue for 2021, which is up by about $20,000 from 2020.

At 9:58 AM, Ms. Benton said Debbie Phillips, Chief Financial Officer, had contacted Computer Information Concepts, Inc. (CIC) about transferring financial history to the County’s computer. CIC said it should be possible, and will let Ms. Phillips know the cost.

At 10:01 AM, Ms. Benton said the Town of Del Norte has received a request to replat a property on 6th Street. The property is within 300 feet of County property. If the County has any concerns, they should contact the Town by September 25, 2020.

At 10:02 AM, the Board adjourned to the Board of Health.

At 10:13 AM the Board reconvened as the Board of County Commissioners.

Commissioners and Administrator Updates

Ms. Benton said she had looked into the salary range of a former Rio Grande County accountant, and could research like-size counties. She suggested a salary range of $45,000 through $55,000. Commissioner Bothell said the Colorado Counties Inc. (CCI) listed the Public Health Director hourly wage range as $27.99 through $40.00.

At 10:25 AM, Ms. Benton said she found the Astronaut Rominger Airport plat map recorded in 2017, and took it to the Assessor’s Office.

At 10:26 AM, Commissioner Glover made a motion to adjourned the special session for executive session according to 24-6-402(4)(b) C.R.S. for the purpose of receiving legal advice in specific questions, and according to 24-6-402(4)(f) for personnel matters. Commissioner Bothell seconded the motion, and the motion carried.

At 12:40 PM, the Board exited executive session.

At 12:48 PM, the Board reconvened the special session.

Commissioner Noffsker said no decisions were made during the executive session.

Mr. Dunn said he was looking for the Board’s authorization to draft a letter to CDPHE and the State Audit Division concerning County grants. Commissioner Bothell made a motion to approve Mr. Dunn’s request, and to authorize Commissioner Noffsker to sign the letter. Commissioner Glover seconded the motion, and the motion carried.

At 12:50 PM, Commissioner Noffsker said the Board had discussed the Coronavirus Relief Fund (CVRF) grant, and who in the County would hold responsibility for administrating it. He said the grant is not a Public Health grant, and would not be administrated by the Department of Public Health. Mr. Dunn said he would advise the grant be administrated in the Administration Office, with the person in charge of the grant to be determined at a later date. Commissioner Glover made a motion to accept Mr. Dunn’s advice concerning the CVRF grant administration. Commissioner Bothell seconded the motion, and the motion carried.

At 12:51 PM, the Board discussed scheduling a work session for the Board of Health on September 14, 2020. It was decided to hold both a work session and a special session for the Board of Health on that day at 9:00 AM.

At 12:59 PM, Commissioner Glover made a motion to adjourn the special session. Commissioner Bothell seconded the motion, and the meeting was adjourned.

Attest:
COUNTY COMMISSIONERS’ PROCEEDINGS

State of Colorado
County of Rio Grande

The Board of the Rio Grande County Commissioners met in regular session on Wednesday, September 16, 2020.

At 9:02 AM Chairman Noffsker called the meeting to order. Prayer was led by Commissioner Glover, and the Pledge of Allegiance was said.

Present were Commissioner Noffsker, Commissioner Bothell, and Commissioner Glover, along with Interim County Administrator Suzanne Benton, and Clerk of the Board DeAnn Jacobs.

Adoption of the Agenda

Commissioner Glover made a motion to approve the agenda. Commissioner Bothell seconded the motion, and the motion carried.

Approval of Minutes from the Previous Meeting

- August 26, 2020 BOCC
- August 31, 2020 BOCC
- September 2, 2020 BOCC
- August 26, 2020 DSS
- August 31, 2020 BOH
- September 2, 2020 BOH

Commissioner Bothell made a motion to approve the minutes as amended. Commissioner Glover seconded the motion, and the motion carried.

Public Comment

Commissioner Noffsker asked if there were any comments. There were none.

Consent Agenda

- AP
- DSS AP
- Voided Checks

Commissioner Bothell made a motion to approve the Consent Agenda. Commissioner Glover seconded the motion, and the motion carried.

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County official and Department Head Reports

At 9:07 AM, Patrick Sullivan, Road and Bridge Department, gave the department’s August 2020 report. All asphalt skin patching projects for 2020 were completed. County Road 14 A was double chip sealed. The bleachers were delivered to and picked up from the Alamosa Roundup Rodeo. Chip seal projects on the North Farm Road and County Road 2 E were completed. Several repairs were completed in the shop. The department poured a sidewalk and step, and installed a handrail at the Department of Social Services (DSS) building. Proposed work for September includes grading gravel roads ahead of potato harvest, possibly installing two culverts on County Road 1 S, winterizing the hot plant, and continued grading on schedule A roads.

Mr. Sullivan spoke about damage caused by the winter storm that hit the county on September 8th and 9th. He said the snow plows had been prepped the previous day, and the roads were all plowed within twelve hours of the snowfall. He said the department has received several requests for help removing tree limbs broken during the storm. Most requests are from the South Fork area, and the number of downed material is more than some homeowners can handle themselves. Mr. Sullivan told the subdivisions that if they can get the material to a public roadside, the department will haul it away. He is not in favor of removing limbs from private property because of liability issues. He is recommending property owners get the materials to a County maintained road for removal by the department. Mr. Sullivan said he does not want to put the material in the department’s burn pit, so has been taking it to the San Luis Valley Regional Landfill. He estimated 100 truckloads will be taken there, and the cost may be at least $14,000. He asked if there were any County funds available to help pay for the cost. Commissioner Bothell suggested using the County’s emergency fund. Ms. Benton checked the fund, and said the $5,000 in the fund had been used for COVID-19, but it might be reimbursed by grant funding. Mr. Sullivan said some department funds could be reassigned to pay for the cost, but he would like help from County funds if any are available. He said he anticipates having all materials hauled to the landfill by September 25, 2020.

Mr. Sullivan said he had submitted the lease renewal for the South Fork gravel pit to the State Land Board for review. There is a $234 annual fee for the lease, plus $500 royalty fee for the gravel removed.

At 9:26 AM, the topper for the Coroner’s pickup was discussed. Steve Hunzeker, County Coroner, was not available for the discussion. Commissioner Glover said the bid from Space Cap is about $9,000, and the one from ARE is just under $5,000. The Space Cap topper has a fiber glass inner coating, side doors, and can be universally mounted. The ARE topper is lined with plywood, has a back door, and cannot be universally mounted. The Coroner has about $6,000 budgeted for the topper. There is money in other budgeted Coroner funds that could be moved to the topper fund. The funds would not need to be moved immediately. Commissioner Glover made a motion to approve the purchase of the Space Cap topper for the bid price of $9,875. Commissioner Bothell seconded the motion, and the motion carried.

At 9:42 AM, the Commissioners looked over the Veterans Report for August, 2020, which had been provided by Jack Rudder. Commissioner Bothell made a motion to approve and sign the report. Commissioner Glover seconded the motion, and the motion carried.

At 9:43 AM, the Lease for Aircraft Hangar Space, submitted to the BOCC by Lee Rousselot, was discussed. The hangar was purchased by Mr. Rousselot from Sally Peck. There were questions about some lease details, and the discussion was tabled until Ryan Dunn, County Attorney, could be consulted.

General Business and Administrative Items

At 9:48 AM, the Board discussed ratifying the County employee retirement plan for 2021. Ms. Benton said the 457 plan did not change from 2020, but there are questions on changes to the basic 401K plan. The Colorado Retirement Association (CRA) is changing the verbiage of the plan, but the plan itself will not change. Ms. Benton said there is a question of whether to start the coverage immediately for new employees, or to wait until employees have completed their first year of employment, as is the current practice. If the plan will cover new employees, there is a question of whether it will take place on October 1, 2020, or on January 1, 2021. Ms. Benton has called Mike Waylon at CRA to discuss the plan, and is waiting to hear back from him. She suggested tabling the discussion on the retirement plan until after she hears from Mr. Waylon. Ms. Benton said there are currently twenty-two County employees who do not have retirement withholdings taken from their paychecks. If the plan becomes effective January 1,
2021, it can be put into the 2021 budget; if it becomes effective October 1, 2020, it will impact the 2020 budget. It was decided to table the discussion until the next BOCC regular meeting on September 30, 2020.

At 10:00 AM, the letter from the BOCC to Colorado Public Utilities Commission was discussed. The letter was in regards to Xcel Energy’s Wildfire Mitigation Plan and Wildfire Mitigation Rider. Ms. Benton said she had drafted the letter which needed to be approved and signed by the Board. Commissioner Noffsiker said he would like more information about the mitigation plan before signing the letter. He said he would get more information before the next BOCC meeting. Commissioner Glover made a motion to table the discussion until the BOCC meeting on September 30, 2020. Commissioner Bothell seconded the motion, and the motion carried.

At 10:04 AM, the Board discussed the Bureau of Land Management’s (BLM) letter requesting an inventory certification for South Fork Television (SFT). Commissioner Noffsiker said the County never owned anything on the property; it was owned by SFT. Commissioner Bothell asked whether SFT exists anymore. Mr. Dunn said the letter referred to the lease holder, but BLM’s lease with the County was terminated a year or more ago. He will research the matter to find out what the County’s response should be. Commissioner Bothell made a motion to table the discussion until the BOCC meeting on September 30, 2020. Commissioner Glover seconded the motion, and the motion carried.

At 10:07 AM, Commissioner Noffsiker acknowledged a person who had joined the meeting to make a public comment. John Long said he is a resident of Monte Vista. He asked the BOCC to consider paving County Road 28. Mr. Long said the road connects Highway 160, just east of Movie Manor, with Lariat Road and other roads along the west side of the San Luis Valley. He said, to avoid driving on a dirt road, many residents in the Lariat area travel on the paved Lariat Road to Monte Vista, before traveling west on Highway 160. Mr. Long said paving County Road 28 between Lariat Road and the highway would make traveling easier for area residents, cut down on dust, and ease traffic congestion in Monte Vista, especially during the Ski Hi Stampede detour. The Commissioners said Mr. Long’s request would be passed on to Patrick Sullivan in the Road and Bridge Department.

At 10:11 AM, the Board adjourned to the Board of Health.

At 10:17 AM the Board reconvened as the Board of County Commissioners.

**Unfinished Business**

At 10:17 AM, Ms. Benton said she and Debbie Phillips, Chief Financial Officer, had spoken with Ko Clifton from Computer Information Concepts, Inc. (CIC) about moving the financial history to the County server. She said Mr. Clifton verified the County owns its own program. He said the history can be transferred and reconfigured for $2,400. The transfer can be scheduled to take place in the next few weeks, and will take two to three days to complete. It will include all data since 2016. Commissioner Glover made a motion to approve the $2,400 bid and schedule the transfer of data from CIC. Commissioner Bothell seconded the motion, and the motion carried.

At 10:20 AM, Mr. Dunn said he could prepare a letter notifying CIC of the County’s intent to terminate its contract at the end of 2020. The contract requires a 90-day notice of termination, so will need to be received by CIC by the beginning of October. Mr. Dunn will have the letter ready for signing at the BOCC meeting on September 30, 2020.

At 10:23 AM, Ms. Benton presented a letter from a private Del Norte children’s football league asking for donations. Commissioner Bothell said it sounded like a good program, but the County has not made donations to private organizations in the past. Commissioner Noffsiker said the Commissioners, as private individuals, could donate, but County funds would not be used.

At 10:26 AM, Mr. Hunzeker joined the meeting via Zoom. The Commissioners informed him of their approval of purchasing the Space Cap topper. Mr. Hunzeker will order it.

At 10:27 AM, Ms. Benton spoke about the grant for fencing at the Astronaut Rominger Airport. Commissioner Noffsiker said only one bid was received, and $5,000 from airport funds would be needed to match the grant funding. He asked Mr. Dunn whether the Board could approve the individual bid. Mr. Dunn said it would depend on how bids were solicited. If they were requested according to normal procedures and only one was received, it could be approved. Mr. Dunn said there were several airport issues, including the grant, hangar lease form, and operating policy procedures, that needed to be discussed, and recommended having a work
session with Jay Sarason, Airport Manager. A work session was scheduled for September 21, 2020 at 1:00.

At 10:35 AM, Mr. Dunn was asked about the Lease for Airport Hangar previously discussed. Mr. Dunn said he did not draft the lease. Commissioner Noffsker said Harold Peck had leased the hangar in 2012, and the new owner, Lee Rousselot, was asking to take over the lease. Commissioner Bothell said the lease references procedures for reassignment shown in the airport operating policy procedures, but she has not seen the operating procedures to know what they are. Commissioner Noffsker said the current lease holder is the one who needs to request the reassignment. Mr. Dunn offered to reach out to the proposed assignee who submitted the lease, since the BOCC has not received a request from Ms. Peck.

**Commissioners and Administrator Updates**

At 10:46 AM, Ms. Benton said she had sent the Sales Tax Report to the Commissioners for review.

At 10:46 AM, Ms. Benton said Nationwide Insurance had sent an authorization letter to the BOCC for a proxy vote to elect its Board of Directors’ members. Commissioner Bothell made a motion to approve the Nationwide Insurance proxy vote, and authorize Commissioner Noffsker to sign the letter. Commissioner Glover seconded the motion, and the motion carried.

At 10:49 AM, the Resolution to Appoint a Member to the Rio Grande County Pest Control District Advisory Committee was discussed. Commissioner Bothell made a motion to approve the resolution. Commissioner Glover seconded the motion, and the motion carried. The Board had approved the appointment of Rebecca Kolb to the committee on August 26, 2020; the resolution shows her appointment as retroactive to that date, and will be attached to minutes from that meeting.

At 10:50 AM, the 2021 County Technical Services, Inc. (CTSI) health insurance premiums for County employees were discussed. Commissioner Glover said the insurance company had initially planned on raising rates 7.5% over 2020 rates, but the County Health Pool (CHP) had negotiated down to a 3% increase. Ms. Benton said Rio Grande County was able to get to approximately 2% for the medical and drug plan; life insurance, vision and dental rates will remain the same as for 2020. She said the medical and drug coverage premium for singles will be $836.00. Couples will be $1,568.00, and families will be $1,925.00. Dental and vision care will increase the total premiums to $860.20, $1,616.00, and $1987.70. The County uses Plan B for medical and drug coverage, with a $1,000 deductible. Ms. Benton said the request was for the BOCC to approve the plan with the same coverage as 2020. Commissioner Bothell said she would like the Board to consider allowing County employees more choice in choosing insurance options. Commissioner Glover said it would be good to consider giving employees options in the future, but it would be difficult to implement now without a Human Resource Director and while going through the Tyler Technology conversion. Ms. Benton said the decision needed to be made by September 28, 2020. The Board discussed many plan variables. Ms. Benton suggested the Board discuss employee insurance options early enough in 2021, after the new Human Resources Director is employed, to allow the County time to explore various options. Commissioner Glover made a motion to approve continuing the existing insurance plan, with the 2% increase, for 2021, and explore changing the 2022 plan in 2021. Commissioner Bothell seconded the motion, and the motion carried.

At 11:19 AM, Commissioner Noffsker said the County Pest Control District Advisory Committee By-laws needed to be discussed. The by-laws copy provided to the BOCC had not been signed by the Advisory Committee, so Commissioner Glover asked that the discussion be tabled until the BOCC meeting on September 30, 2020.

At 11:21 AM, Commissioner Noffsker said he will handle the Rail Letter.

At 11:22 AM, Ms. Benton said she had sent updates from Governor Polis’ office concerning COVID-19 restrictions to the Commissioners. Commissioner Noffsker said Rio Grande County is still under Safer At Home restrictions.

At 11:23 AM, Ms. Benton said there were no findings on the Assessor’s Office audit.

At 11:24 AM, Ms. Benton said the BOCC needed to authorize a Department of Local Affairs (DOLA) portal administrator in order to submit requests for Corona Virus Relief Fund (CVRF). Commissioner Bothell asked if the County could immediately start submitting individual receipts for reimbursement. Commissioner Noffsker said DOLA had told him each submission needed
to be reimbursed before another request could be submitted, so it would be better to compile receipts for fewer submissions. Ms. Benton said she and Debbie Phillips would start compiling receipts for submission. Commissioner Glover made a motion to appoint Commissioner Noffsker as Managing Commissioner of CVRF funds, and as administrator of the DOLA portal. Commissioner Bothell seconded the motion, but abstained from voting because she would have liked more time to consider the decision. Commissioners Glover and Noffsker voted in favor of the motion, and the motion carried. Ms. Benton said that previously, Tricia Slater, previous County Administrator, had been the CVRF contact, and Toni Steffens-Steward, previous County Grant Administrator, had been the DOLA portal Administrator. Ms. Benton did not know whether it is required to have two people fill those positions, and will research it.
Commissioner Glover moved for adoption of the following Resolution:

BOARD OF COUNTY COMMISSIONERS
COUNTY OF RIO GRANDE, STATE OF COLORADO

RESOLUTION NO. 2020-26

RESOLUTION CREATING AND APPOINTING MANAGING COMMISSIONER OF THE PUBLIC HEALTH DEPARTMENT

WHEREAS, pursuant to C.R.S. §30-11-107(m), the Rio Grande County Board of County Commissioners ("Board") is authorized to create, by resolution duly adopted, the office of the Managing Commissioner or such other offices as the Board deems required for the efficient management of the business and concerns of the County; and

WHEREAS, the Board is authorized to make appointments to the offices so created and to prescribe duties to be performed by such appointees; and

WHEREAS, the Board of County Commissioners in establishing the Rio Grande County Public Health Agency also appointed itself as the Board of Health; and

WHEREAS, to further the efficient and effective management of the public health department, particularly in the absence of a public health director, the Board desires to establish the office of Managing Commissioner of the public health department.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners for Rio Grande County:

1. The office of Managing Commissioner of the Public Health Department is hereby created; and

2. Commissioner, John Noffsker, is hereby appointed as the Managing Commissioner of the Public Health Department, and shall be responsible for the oversight and supervision of the county public health department; and

3. The appointment set forth herein shall be effective retroactive to the initial vote of the Board which took place at the regular Board of County Commissioner's meeting held September 16, 2020; and

4. The Board of County Commissioners shall review the direction and actions of the Managing Commissioner of the Public Health Department from time to time in order to determine that the Board of County Commissioners' policies and directions are being followed; and

5. The duties of the Managing Commissioner of the Public Health Department shall include informing the other commissioners on a regular basis of the Managing Commissioner's department activities.

MOVED, READ and ADOPTED by the Board of County Commissioners for the County of Rio Grande, State of Colorado, at its regular meeting held the 20th day of September, 2020.
COUNTY OF RIO GRANDE,
STATE OF COLORADO,
BOARD OF COUNTY COMMISSIONERS

ATTEST:

Clerk of the Board of
County Commissioners

By: [Signature]
Susanne Bothell, Vice-Chair

Commissioner Bothell seconded adoption of the foregoing resolution. The roll having been called, the vote was as follows:

Commissioner Noffsger
Commissioner Glover
Commissioner Bothell

Commissioner Bothell moved for adoption of the following Resolution:

BOARD OF COUNTY COMMISSIONERS
COUNTY OF RIO GRANDE, STATE OF COLORADO

RESOLUTION NO. 2020—27

RESOLUTION APPOINTING MANAGING COMMISSIONER OF THE CORONAVIRUS RELIEF FUND (CVRF)

WHEREAS, pursuant to C.R.S. §30-11-107(n), the Rio Grande County Board of County Commissioners (“Board”) is authorized to create, by resolution duly adopted, the office of the Managing Commissioner or such other offices as the Board deems required for the efficient management of the business and concerns of the County; and

WHEREAS, the Board is authorized to make appointments to the offices so created and to prescribe duties to be performed by such appointees; and

WHEREAS, on May 18, 2020, Governor Polis signed Executive Order D 2020 070, Directing the Expenditure of Federal Funds Pursuant to the Coronavirus Aid, Relief and Executive Security (CARES) Act of 2020, to establish the Coronavirus Relief Fund (CVRF); and

WHEREAS, on May 28, 2020, Governor Polis Signed Executive Order D 2020 081, amending Executive Order D 2020 070, and directing that two hundred seventy-five million dollars ($275,000,000) for FY 2019-20 and FY 2020-21 remain available for units of local government for eligible expenses pursuant to the CARES Act; and

WHEREAS, the fund, administered through the Department of Local Affairs (DOLA), will reimburse costs to Counties, Municipalities and Special Districts for necessary expenditures incurred due to the COVID-19 public health emergency which were not accounted for in the budget most recently approved as of March 27, 2020, and which were incurred during the period beginning March 1, 2020, and ending December 30, 2020; and

WHEREAS, to further the efficient and effective management of the CVRF the Board desires to establish the office of Managing Commissioner of the CVRF.

202004140027
Filed for Record in
RIO GRANDE
COUNTY CLERK RECORER
10-14-2020 At 07:28 PM
RESOLO NO
GB Book 407 Page 570 - 571
Instrument Book Page
202004140037 08 670 570
At 11:33 AM, Ms. Benton said in 2017 and 2019, the Board contracted with Jean Borrego for the Homeland Security Grant, and there were still some items that had not been complied with. Ms. Borrego spoke with Ms. Benton and told her there would be another inspection, and recommended the items be corrected before then. Ms. Phillips has started work on a required procurement policy. Ms. Benton said there also needs to be a whistle blower’s policy, and a policy on handling personal information of grant participants. Commissioner Bothell said she will look into the compliance issues.

At 11:35 AM, Commissioner Glover made a motion to adjourn the regular session for executive session according to 24-6-402(4)(b) C.R.S. for the purpose of receiving legal advice in specific questions, and according to 24-6-402(4)(f) for personnel matters. Commissioner Bothell seconded the motion, and the motion carried.

At 1:41 PM, the Board exited executive session.
At 1:42 PM, Board resumed the regular session. Commissioner Noffsker said no decisions were made.

At 1:42 PM, with no further business, Commissioner Bothell made a motion to adjourn the regular session. Commissioner Glover seconded the motion, and the meeting was adjourned.

Attest:

John Noffsker                                                   DeAnn Jacobs
Chairman of the Board                                         Clerk of the Board

COUNTY COMMISSIONERS’ PROCEEDINGS

State of Colorado  )
County of Rio Grande )

The Board of the Rio Grande County Commissioners met in regular session on Wednesday, September 30, 2020.

At 9:00 AM Chairman Noffsker called the meeting to order. Prayer was led by Commissioner Bothell, and the Pledge of Allegiance was said.

Present were Commissioner Noffsker, Commissioner Bothell, and Commissioner Glover, along with Interim County Administrator Suzanne Benton, and Clerk of the Board DeAnn Jacobs.

Adoption of the Agenda

Ms. Benton asked that the following items be added to the agenda.

Under General Business and Administrative items:
  - Designate a Board representative for Colorado Counties Inc. (CCI)
  - Approve check to Computer Information Concepts, Inc. (CIC) for history installation
  - Sign WSB service agreement contract
  - Lee Ward's contract
  - Resignation of Astronaut Rominger Airport Manager

Under Public Health Business:
  - Communities That Care (CTC) contract
  - Update on flu shots

Under Unfinished Business:
  - Update on soccer fields
  - Hiring for open positions

Under Commissioner and Administrator Updates:
  - Dixie Diltz, Land Use
  - CCI survey
  - General Administrative questions

Commissioner Glover made a motion to approve the agenda as amended. Commissioner Bothell seconded the motion, and the motion carried.

Approval of Minutes from the Previous Meeting
  - September 16, 2020 BOCC
  - September 16, 2020 BOH

Commissioner Bothell made a motion to approve the minutes as amended. Commissioner Glover seconded the motion, and the motion carried.

Public Comment

Commissioner Noffsker asked if there were any comments. There were none.
Consent Agenda

- AP
- Payroll

Commissioner Bothell made a motion to approve the Consent Agenda. Commissioner Glover seconded the motion, and the motion carried.

Vender                      Amount
AIRGAS USA, LLC             $267.54
ALAMOSA COUNTY              $315.00
AMERICAN FIDELITY            $523.52
AMERICAN PUBLIC LIFE        $138.00
ARLAN’S PRO SERVICES        $50.00
AVENU HOLDINGS, LLC         $1,096.20
AXON ENTERPRISES, INC       $1,276.25
BRANDON ROGERS              $112.34
BUSINESS SOLUTIONS LEASING, INC $60.10
CAROL VORIS                 $9.45
CARY ALOIA                  $73.40
CCOERA                      $32,630.88
CENTER REDI MIX, INC        $301.50
CENTURYLINK                 $200.42
CHARLES STILLINGS           $65.75
CIELLO POWERED BY SLVREC    $1,724.07
CITY OF MONTE VISTA         $150,000.00
COBITCO, INC                $94,601.70
COLORADO DEPT OF REVENUE    $162.00
COLORADO DEPT. OF REVENUE   $16,088.36
COLORADO STATE TREASURER    $1,380.36
CTSI                        $78,783.20
CUSTOM CAGE                 $875.00
DIANNE KOSHAK               $19.80
DIGITCOM ELECTRONICS, INC   $117.50
DIRECT TV                   $187.99
DOUG COOPER                 $108.28
DP AG SERVICES              $236.93
FAMILY SUPPORT REGISTRY     $1,057.00
FASTENAL                    $105.88
FIRST BANKCARD              $6,237.64
FIRST SOUTHWEST BANK        $108,096.59
GENOA HEALTHCARE           $14.52
GOBINS, INC                 $68.02
GREAT AMERICA FINANCIAL     $140.90
GUNBARREL STATION, INC      $75.00
HAYNIE’S INC.               $1,201.44
IDA SALAZAR                 $81.00
IHS PHARMACY                $60.89
INDUSTRIAL & FARM SUPPLY    $54.94
INTEGRATED LAND SERVICES, INC $132.50
INTEGRITY STEEL WORKS       $4,076.49
JADE COMMUNICATIONS, LLC    $88.10
JAMES CLARE                 $109.00
JEAN BORREGO                $5,327.45
JERRY GALLEGOS              $55.40
KANSAS PAYMENT CENTER       $597.00
LEROY A ROMERO              $150.00
MARC MID-AMERICA CHEMICAL   $140.34
MARK MUELLER                $112.60
MED-TECH RESOURCES, LLC     $160.15
MIKE SCHAEFER               $112.60
MOBILE RECORD SHREDDERS, LLC $72.00
MONTE VISTA COOPERATIVE $946.35
MONTE VISTA JOURNAL $39.00
NEW YORK LIFE INSURANCE COMPANY $820.53
O & V PRINTING, INC. $776.56
PETTY CASH, R & B DEPT $117.59
PITNEY BOWES, INC. $400.00
PRO COM, LLC $74.00
REBECCA KOLB $53.42
ROADSAFE TRAFFIC SYSTEMS, INC $19,259.21
RODNEY REED $66.20
RUSSELL PRATT $62.60
S & S DISTRIBUTION, INC $113.40
SARAH HERRERA $67.50
SCHAEFFER MFG CO $811.20
SECURITY BENEFIT $3,600.00
SLV REC $986.00
SOUTH FORK LUMBER $17.38
SPECTRACOM LLC $3,549.00
STAPLES BUSINESS CREDIT $10.74
STATE OF COLORADO $897.86
SUNTRUST EQUIPMENT, CORP $10,547.00
THE SIDWELL COMPANY 4500
TOM HAEFELI 132.4
TOWN OF DEL NORTE 732
U.S. TRACTOR, INC 130
UNITED REPROGRAPHIC 139.07
VALLEY COURIER 76.85
VALLEY PUBLISHING 891
VALUEWEST,INC 3000
VERIZON WIRELESS 356.39
WAGNER EQUIPMENT 916.11
WEX BANK 3234.34
WSB COMPUTER SERVICES 5123

September 2020 Payroll
COUNTY GENERAL FUND $318,473.06
ROAD AND BRIDGE $96,104.59
SOCIAL SERVICES $154,833.97
WEED DISTRICT $10,667.69
AIRPORT FUND $1,059.72
PUBLIC HEALTH AGENCY FUND $26,262.67
TOTAL: $607,401.70

County official and Department Head Reports
At 9:05 AM, the Board adjourned to the Board of the Department of Social Services.

At 9:36 AM the Board reconvened as the Board of County Commissioners.

General Business and Administrative Items
At 9:36 AM, the updated bid for the Coroner’s pickup topper was discussed. Sky Cap revised their bid. The bid accepted by the BOCC on September 16, 2020 was for $9,875. The company did not include shelving in the original bid, and the total is now $10,112. Commissioner Glover made a motion to approve the revised bid of $10,112. Commissioner Bothell seconded the motion, and the motion carried.

At 9:43 AM, Ms. Benton said the WSB bid for a new printer for Human Resources (HR) needed to be approved. The bid is $1,343, and it is covered by the HR budget. The Road and Bridge Department also has received a bid for a computer update for $3,260.43, and it is also covered.
by their budget. Commissioner Bothell made a motion to approve both bids. Commissioner Glover seconded the motion, and the motion carried.

At 9:46 AM, Ms. Benton said there was a request from the Assessor’s Office for a step increase for an employee. The increase would be due to length of employment. Commissioner Bothell said there has been a hold on step increases in 2020, and the salary increases that the BOCC has approved have been due to increased job duties, not length of service. Commissioner Glover excused himself to go talk with the Assessor to find out details of the request. When he returned, he said the request had been withdrawn, but the Commissioners could discuss it further in executive session.

At 9:53 AM, Ms. Benton said Ryan Dunn, County Attorney, had electronically sent a letter to Computer Information Concepts, Inc. (CIC) to give 90-days’ notice of the County’s intent to terminate the contract. Ms. Benton said she also mailed a certified copy of the letter.

At 9:57 AM, the Syringe Exchange Program Agreement was discussed. Commissioner Noffsker said Ida Salazar, Public Health Department, has requested that the department’s new nurse work on the program. Commissioner Glover made a motion to approve the agreement. Commissioner Bothell seconded the motion, and the motion carried.

At 10:03 AM, Mr. Dunn said he had drafted a Resolution Creating and Appointing Managing Commissioner of the Public Health Department. Commissioner Glover made a motion to approve the resolution and appoint Commissioner Noffsker. Commissioner Bothell seconded the motion, and the motion carried. The resolution will be recorded with the September 16, 2020 minutes.

At 10:07 AM, Ms. Benton said the Weed and Pest District Board By-Laws needed to be signed. It has been signed by members of the Weed Board. The Commissioners signed the by-laws.

At 10:09 AM, the equipment inventory form from the Bureau of Land Management (BLM) concerning Baxter Hill was discussed. Mr. Dunn said the lease has been terminated, and he recommended taking no action on the inventory form.

At 10:10 AM, the Colorado Retirement Association (CRA) Retirement Plan and Trust Agreement was discussed. Ms. Benton said she had talked to the person from CRA in charge of contracts, who recommended the County not make changes to the plan now, but meet with department heads and elected officials in 2021 to discuss changes. He said the plan may be changed any time during the year. Commissioner Glover made a motion to maintain the program as it currently exists, and revisit it in 2021. Commissioner Bothell seconded the motion, and the motion carried.

At 10:13 AM, the Xcel Energy’s Wildfire Mitigation Plan and Wildfire Mitigation Rider was discussed. Commissioner Noffsker said he spoke with Xcel, and the company is ramping up its mitigation plan. They are replacing power poles and trimming trees. They work with property owners who have trees encroaching on power lines. Xcel requested the BOCC send a letter of support for Xcel’s plan to the Colorado Public Utilities Commission, and Ms. Benton drafted one for Board approval and signature. Commissioner Glover made a motion to approve and sign the letter. Commissioner Bothell seconded the motion, and the motion carried.

At 10:19 AM, the Board adjourned to the Board of Health.

At 11:17: AM the Board reconvened as the Board of County Commissioners.

At 11:21 AM, the Nationwide Permit Reissuance Request for Comments for Army Corps of Engineers was discussed. Ms. Benton said the BOCC response is due November 16, 2020. Commissioner Noffsker asked the discussion be tabled to allow time for the Board to review the request.

At 11:22 AM, Ms. Benton said the BOCC had received a request from Marianna Young, a citizen, regarding the San Luis Valley Area Extension Office, requesting funding for three agents. Ms. Benton said the Commissioners will need to consider the request when making the 2021 budget.

At 11:23 AM, Ms. Benton said a bid was received for fencing at the Astronaut Rominger Airport. The bid is for 7,880 feet of fencing at $1.27 per foot, for a maximum price of $10,000. The cost will be covered by a 50/50 matching grant. Commissioner Glover made a motion to approve the bid. Commissioner Bothell seconded the motion, and the motion carried.
At 11:24 AM, the Intergovernmental Agreement between Rio Grande and Costilla Counties, concerning the State Homeland Security Program, was discussed. Commissioner Glover made a motion to approve and sign the agreement. Commissioner Bothell seconded the motion, and the motion carried.

At 11:26 AM, Ms. Benton said the Board needed to appoint a representative to Colorado Counties Inc. (CCI) Legislative Committee for the upcoming year. Commissioner Glover has been the representative, and is willing to continue. Commissioner Bothell made a motion to appoint Commissioner Glover as Rio Grande County BOCC representative to CCI Legislative Committee. Commissioner Noffsker seconded the motion, and the motion carried.

At 11:27 AM, Ms. Benton said the history transfer from CIC will be completed by the end of the day. The cost, which has already been approved, is $1,200.

At 11:29 AM, Ms. Benton said the Board needed to designate a Point of Contact and Head of Organization for the Weed and Pest District Board, so that it can accept payments from the federal government. She said the Head of Organization should be from the BOCC. Mr. Dunn said it could also be the County Administrator. Commissioner Bothell made a motion to designate Armando Ross, Weed and Pest Control Supervisor, as the Point of Contact, and to designate Commissioner Glover as Head of Organization of the Weed and Pest District for the purpose of the United States Department of the Treasury Bureau of Fiscal Service Action Request Form, until a County Administrator is hired. Commissioner Noffsker seconded the motion, and the motion carried.

At 11:35 AM, Ms. Benton said the WSB Service Plan and the Remote Management and Alerting System Contract was up for renewal. There is a .428% increase in cost over last year's contract. Commissioner Bothell made a motion to renew the WSB contract. Commissioner Glover seconded the motion, and the motion carried.

At 11:38 AM, Ms. Benton spoke about the Colorado State Forest Service Secure Rural Schools (SRS) Title 3 Service Agreement. The agreement was approved at the BOCC meeting on July 22, 2020, but had not been signed. Commissioner Noffsker signed the agreement.

At 11:41 AM, Ms. Benton said Jay Sarason, Astronaut Rominger Airport Manager, had given notice of resigning from his position effective the end of October 2020. The Road and Bridge Department has some equipment at the airport for maintenance. Commissioner Noffsker spoke about the aerobatic practice box that the Airport Advisory Board had been discussing with the Federal Aviation Administration (FAA). Mr. Dunn said The Airport Advisory Board had voted to approve the box, but does not have the authority to contract with the FAA. The BOCC has concerns about the box. Commissioner Bothell made a motion authorizing Commissioner Noffsker to contact the FAA concerning the aerobatic practice box. Commissioner Glover seconded the motion, and the motion carried. Ms. Benton said she needs airport manager salary and hours in order to post the position. Commissioner Noffsker suggested contacting similarly sized airports to find out what a competitive salary would be.

At 11:54 AM, Ms. Benton talked about the continuity of government. She said the Colorado Department of Public Health and Environment (CDPHE) requires an annual report concerning the storm water drain at the airport. The report was due in March 2020, but was not submitted until September 2020. Ms. Benton found paperwork showing the permit for the storm water drain was to be renewed in 2017, but she does not know if it has been done. Ms. Benton talked with the CDPHE about the permit, and was told an engineering plan would probably need to be submitted with the permit application. She said research would need to be done to find out if the permit had been renewed by Mr. Sarason, and whether permit paperwork has been kept in files at the airport.

At 12:02 PM, Ms. Benton said she had talked with Diane Koshak, Public Health Department Nurse, about the flu shots to be administered at the department office October 12 – 15, 2020. She said Court House Security Personnel will be on hand during the daytime, and the Sheriff's Department will be available for any problems overnight.

Unfinished Business

At 12:07 PM, the soccer field near Upper Rio Grande School was discussed. This is the property that D Mountain Park and Recreation District is interested in obtaining. Commissioner Noffsker said the school district has dug a drainage ditch across the property which is still owned by the County. Mr. Dunn said Jessica Lovelace, D Mountain, has been looking for documents concerning the property. He said the school would like to have the property, but
there are questions concerning the school’s payments and maintenance. Mr. Dunn said D Mountain would like to meet with the BOCC concerning the property. He also said he would need to review documents before the BOCC moves forward.

Commissioners and Administrator Updates

At 12:19 PM, Commissioner Noffscker spoke about Go-Rail, a lobby group that works to keep big railroad companies from being heavily regulated. Commissioner Noffscker said the railroad in the San Luis Valley has the opposite problem. Union Pacific owns part of the track and will not allow other companies access. Commissioner Noffscker spoke to a representative from Go-Rail about a letter sent out asking for county support. He said the letter does not benefit Rio Grande County. He also said he will be meeting with Union Pacific.

At 12:25 PM, Ms. Benton said the County had received a CCI survey concerning regulating marijuana deliveries in unincorporated areas. Commissioner Bothell said such deliveries are illegal in Rio Grande County.

At 12:29 PM, Ms. Benton spoke about the request for comments concerning sales tax lodging exemption on long-term rentals sent from the Department of Revenue.

At 12:31 PM, Ms. Benton said Tyler Tobin is keeping up on software.

At 12:31 PM, Ms. Benton said the County received a Corona Virus Relief Fund (CVRF) notice on September 29, 2020, stating there is a reserve fund for reimbursements. Commissioner Noffsker said he had not gotten the portal set up. He is getting data from the Public Health Department before submitting requests for reimbursement. He will talk to the Department of Local Affairs (DOLA) for guidance on any pre-approval process. He is also wanting a final request list from the municipalities. Ms. Benton said the County has not received the MOUs from South Fork or Monte Vista yet. Commissioner Bothell said the County needs to ask for reimbursement for paying Art Wittner, Emergency Manager, for the time he worked on COVID-19 related duties. Ms. Benton said the extra expense of the Road and Bridge Department’s grader lease agreement due to COVID-19 delays might be reimbursable.

At 12:39 PM, Commissioner Bothell made a motion to adjourn the regular session for executive session, beginning at 1:15 PM, according to 24-6-402(4)(b) C.R.S. for the purpose of receiving legal advice in specific questions, and according to 24-6-402(4)(f) for personnel matters. Commissioner Glover seconded the motion, and the motion carried.

At 1:41 PM, the Board exited executive session.

At 1:42 PM, Board resumed the regular session. Commissioner Noffsker said no decisions were made. The Board recessed for a short break before the public hearing.

At 2:00 PM, the Board resumed their regular meeting.

At 2:03 PM, Chairman Noffsker called the public hearing to order.

Present were Commissioner Noffsker, Commissioner Bothell, and Commissioner Glover, along with Interim County Administrator Suzanne Benton and Clerk of the Board DeAnn Jacobs. Also present were Dixie Diltz, Land Use Department and Charles Heald, owner of Healdworks, Inc.

Dixie Diltz, Land Use Department, said an Application for Zoning Map Amendment had been submitted by Charles Heald, Healdworks, Inc. The property address is 15341 W. Highway 160, Del Norte, CO, 81132. The application was received August 14, 2020, and accepted as complete on August 19, 2020. The parcel is 2.15 acres, located just west of Del Norte. It is currently zoned as Rural Residential. Mr. Heald, the property owner, is requesting it be zoned as Commercial. Mr. Heald plans to remove a rental residence on the property, and expand his Storage Container business. Parcels east of the property are currently zoned Commercial.

Ms. Diltz said requests for comment were sent to the Colorado Department of Transportation (CDOT), Division of Water Resources, Natural Resources Conservation Service, State Land Board, Water Conservation District, United Stated Department of Agriculture, Rio Grande County Road and Bridge Department, Rio Grande County Attorney, and the Town of Del Norte. She said Mr. Heald is working to address all comments; he is aware of Colorado Department of Transportation and Water Conservation District requirements, and is working to complete them.

Ms. Diltz said notification letters were mailed to eight surrounding property owners, and notice of this Public Hearing was published in the Monte Vista Journal on August 26, 2020. Comments
were received from Laura Anzalone, Suzanne and Gordon Off, Kevin Off, and Suzanne Beauchaine. All comments voiced concern about lighting affecting the quality of “Dark Skies”.

Ms. Diltz said the Land Use Staff believes Mr. Heald’s application is consistent with the requirement of the Rio Grande County Development Code, and the Rio Grande County Joint Master Plan. She said the application is for a zoning change only, and lighting concerns would be addressed in a Site Plan Review, which would be required in the future if Mr. Heald builds non-residential structures.

Ms. Diltz said the Rio Grande County Planning Commission reviewed the Division of Land Zoning Map Amendment application on September 15, 2020, and unanimously voted to recommend BOCC approval, with the conditions that the applicant provide CDOT Access permits to staff when they are received, and the applicant provides a copy of the well re-permit before building any commercial building that requires water.

Commissioner Noffsker asked whether design standards would be required if Mr. Heald uses the parcel for storing containers, not building any structures. Ms. Diltz said they would not, but there would be other requirements if the land was zoned Commercial. Ms. Diltz said she visited the property at night. She said the lighting seems to be directed toward the interior of the parcel and away from the highway. She said the lighting on the storage units is bright, and future modification requirements might include shielding to direct the light down and into the property.

Mr. Heald said he installed the lighting four or five years ago after experiencing three storage unit break-ins within six months. There have been no break-ins since the lights were installed. He said he is sensitive to the concerns about bright lighting, but he is also sensitive to his customers’ needs. He said he has considered installing motion activated lighting, but believes it would be continuously triggered by wildlife on the property. Mr. Heald said all lighting is directed inward, except for lights on the building ends that are directed toward the entryway. He said he owns the property on the east and west sides of the parcel, no lights are on the north side, and the highway is on the south, so no light falls directly on another person’s property. Mr. Heald said all the lighting is over 100 feet from the highway, so they are not a traffic hazard.

Ms. Diltz said Suzanne Beauchaine, Del Norte Planning and Zoning Commission, had requested her comment be read at the Public Hearing. Ms. Beauchaine stated that she walks on Del Norte’s trail system, and the lights from Healdworks are blinding from over a mile away, whereas the hospital lights, which are downward focused, are not visible until she is a few hundred yards away. She stated that several places in the San Luis Valley, such as Great Sand Dunes National Park, Baca National Wildlife Refuge, and Alamosa National Wildlife Refuge have been working on Dark Sky qualifications, and that dark sky is a valuable resource for tourism. Ms. Beauchaine said the Rio Grande County Joint Master Plan of 2015 goals include increasing tourism, and the Town of Del Norte goals include protecting the observatory; light pollution may affect these goals. She said that, as the Town of Del Norte updates their 2004 Master Plan, all resources will be considered, and asked that any renewal of Healdworks business permit and expansion require motion sensing security lights that are downward facing.

Mr. Heald said he is planning on using the parcel for storage containers. He does not currently have plans for more lighting, but may in the future. He said he is aware that if he builds a commercial building that uses water, he will need to re-permit on the existing well. Commissioner Noffsker asked Mr. Heald if he is willing to consider light mitigation. Mr. Heald said he will do what he can to cooperate with his neighbors. Commissioner Noffsker reiterated that lighting has nothing to do with zoning.

Commissioner Bothell told Mr. Heald that he had met all the requirements for the zoning request, and made a motion to approve Mr. Heald’s Application for Zoning Map Amendment. Commissioner Glover seconded the motion, and the motion carried.

Ms. Diltz said she would write a resolution concerning the approval and get it to the BOCC for signatures. She will also work on updating the zoning map.
At 2:39 PM, the Public Hearing was adjourned.

At 2:39 PM, the regular session was resumed.

Dixie Diltz, Land Use, said a sign had been posted by an unknown party on public land near Indian Trails Subdivision. Ms. Diltz authorized the Road and Bridge Department to remove the “Private Property” sign which was located on county owned property.

At 2:43 PM, Ms. Diltz said four trailer houses have been illegally moved to the south side of County Road 12 N, just west of Highway 112. Ms. Diltz sent a letter to the property owner, Robert Erikson, on August 24, 2020, informing him of County regulations concerning
unoccupied mobile homes. She spoke with Mr. Erikson on August 25, 2020. She also spoke with Gene Freeland, who owns the trailer park in Del Norte where the trailers were located before being moved. Mr. Erikson said they are trying to get title to the trailers, and asked if they could get an extension to the 30 days on the notice. Ms. Diltz asked for documentation proving they are in the titling process. She has not received any documentation, but did receive a letter from Mr. Erikson on September 15, 2020 that stated manufactured homes are treated the same as motor vehicles in Colorado, and also that, since his property is zoned Agricultural Ranching, he can park motor vehicles on his property by right, and it is not subject to the County’s review or approval. Mr. Dunn said he did not agree with that assessment. He also said agricultural land is not exempt from the blight code. Ms. Diltz said Mr. Freeland said the trailers were evicted from his property for non-payment, and he needs a place to store them while going through the title process. Mr. Dunn said abandonment of the trailers is another issue that may need to be considered. Commissioner Bothell suggested that Mr. Dunn send a letter to Mr. Erikson, advising him that the trailers are not motor vehicles, and that agricultural land is not exempt from the County’s land use code, that the trailers are a blight, and must be removed. Mr. Dunn said the letter should include a ten-day notice that the trailers must be removed, and that if they are not removed Mr. Erikson will be cited with a land use violation. The letter should state the penalty for the violation. Ms. Diltz advised the letter should be written. Commissioner Glover said recently there was a problem with two trailers being torn down west of Del Norte, without asbestos mitigation, and with questionable disposal. Ms. Diltz said those trailers were within the Town of Del Norte’s jurisdiction. Commissioner Bothell made a motion directing the County Attorney to write a letter to Mr. Erikson, directing him to remove said blight, and including the penalty for the land use violation as suggested by Mr. Dunn. Commissioner Glover seconded the motion, and the motion carried.

At 3:05 PM, Mr. Dunn said the setting of trial for Andrew Buffington would be on October 1, 2020. Mr. Buffington is facing land use violation charges. Mr. Dunn said he will review Ms. Diltz’ files on the case. He said if Mr. Buffington abandons his personal property on the land, it may be up to the County to clean up.

At 3:14 PM, Mr. Dunn said a decision needed to be made on a matter discussed during executive session. He said the Board needed to approve the salary discussed for the COVID Response Coordinator position that was created August 1, 2020. He said the position will be in place as long as there is a need for a Coordinator, and is subject to future review by the BOCC. Commissioner Glover made a motion to approve the COVID Response Coordinator position and salary as stated by Mr. Dunn. Commissioner Bothell seconded the motion, and the motion carried. It will be effective as of August 1, 2020.

At 3:16 PM, Commissioner Glover said the BOCC needed to set up a meeting to discuss the Public Health Director and the County Administrator positions. It was decided to hold a special session on Wednesday, October 7, 2020 at 10:00 AM.

At 3:26 PM, Commissioner Bothell made a motion to adjourn the regular session. Commissioner Glover seconded the motion, and the meeting was adjourned.

Attest:

John Noffsker                                                                                                     DeAnn Jacobs
Chairman of the Board                                                                                       Clerk of the Board