COUNTY COMMISSIONERS’ PROCEEDINGS
State of Colorado
 County of Rio Grande

The Board of Rio Grande County Commissioners met in special session on Wednesday, March 10, 2021.

At 1:17 PM Chairman Gene Glover called the meeting to order. Prayer was led by Commissioner John Noffsker, and the Pledge of Allegiance was said.

Present were Commissioner Glover, Commissioner John Noffsker, Commissioner Scott Deacon, Rio Grande County Administrator Leslie Klusmire, Former Interim Administrator Judy Egbert, County Attorney Nancy Lake, and Clerk of the Board Aubrey Pargin.

General Business

At 1:18 PM the Board considered adopting Resolution No. 2021-09B, recognizing the many past and current contributions of Rio Grande County cattleman and other livestock producers and supporting the local ranching industry by declaring our County a “Right to Farm County”. The BOCC recognizes the importance of cattleman and agriculture in Rio Grande County. These ranching families are part of a $4.2 billion state industry with a $40 billion economic impact and accounts for 10% of the state’s total export sales. This resolution is in response to the Colorado Governor declaring a boycott of meat products on March 20th, 2021, also referred to as a “Meat Out” day as promoted by Farm Animal Rights Movement (FARM). County Attorney, Nancy Lake, read the complete Resolution that was offered by Commissioner Glover and seconded by Commissioner Deacon. Commissioner Noffsker made the motion to sign Resolution No. 2021-09B. Commissioner Deacon seconded the motion, and the motion carried. Commissioner Deacon also brought to attention a bill being proposed in the state legislature that will limit travel of farm animals and will limit animals being slaughtered if they haven’t lived 25% of their life expectancy.
At 1:26 PM the Board adjourned to the Board of Health.

Resume actions as the Board of County Commissioners

At 1:59 PM the Board reconvened their regular meeting. Commissioner Noffsker made a motion to move into executive session pursuant to CRS 24-6-402(4)(f) for a personnel matter, specifically to interview applicants for the Finance Manager position; and pursuant to CRS 24-6-402(4)(e) for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators. And also, executive session pursuant to CRS 24-6-403(4)(a) to discuss the purchase, acquisition, lease, transfer, or sale of real, personal, or other property interest. Commissioner Deacon seconded the motion, and the motion carried.

At 3:05 PM, the Board exited executive session.

At 3:06 PM, the Board resumed the regular session, and with no further business, the meeting was adjourned.

Attest:

Gene Glover
Chairman of the Board

Aubrey Pargin
Clerk of the Board

COUNTY COMMISSIONERS' PROCEEDINGS
At 9:01 AM Commissioner Noffsker made the motion to approve the Consent Agenda. Commissioner Deacon seconded the motion, and the motion carried.

Consent Agenda

- Approval of minutes of past meetings: February 17, 2021 BOCC, February 24, 2021 BOCC, and February 24, 2021 DSS
- Accounts Payable
- Recognition of voided checks
- DSS Accounts Payable
- Approval of airport lease for Tract 38 to Born
- Approval of airport lease for Tract 40 to Earsom
- Adoption of Resolution 2021-12 Site Plan for Tract 29 and Half of Tract 30
- Acknowledge receipt of 110 Permit for proposed operations Schoen Farm

At 9:01 AM Commissioner Noffsker made the motion to approve the Consent Agenda. Commissioner Deacon seconded the motion, and the motion carried.

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AIRGAS USA, LLC .......................... 20.57
ALAMOSA AMBULANCE .................. 900.00
ALL CLEAR EMERGENCY MANAGEMENT GROUP, LLC 13,333.33
ALTA FUELS, LLC .......................... 261.62
AMERICAN ELECTRIC COMPANY .......... 11.83
AVENU HOLDINGS, LLC .................... 3,281.21
BciCAPITAL, INC ............................ 50,503.78
BRENTON WILLIAMS ....................... 251.20
CENTURYLINK .............................. 64.43
CENTURYLINK ............................. 73.40
CENTURYLINK ............................. 75.04
DEE KESSLER ............................... 2,250.00
DFA DAIRY BRANDS ...................... 123.25
DIGITCOM ELECTRONICS, INC ......... 518.03
DISTRICT ATTORNEY OFFICE .......... 19,875.00
DIXIE DILTZ .................................. 45.45
GALLS, LLC ................................. 76.96
GCR TIRE CENTER / TDS ................. 272.00
GM FINANCIAL ............................. 41,100.15
GOBINS, INC ............................... 257.56
GOVPRO CONSULTING .................... 6,000.00
GREAT AMERICA FINANCIAL ............ 475.03
HOWARD COX ............................. 1,000.00
INDUSTRIAL & FARM SUPPLY ............ 19.20
JACK RUDDER ................................ 345.74
JOHN ELWAY CHEVROLET ................. 38,094.00
KEN'S SERVICE CENTER .................. 1,095.55
KLEEN MACHINE HOOD CLEANING ........ 400.00
KRISTI HILLIS .............................. 1,216.00
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Public Comment
Commissioner Glover asked if there were any comments. There were none.

Actions as the Board of Health
At 9:02 AM the Board moved to the Board of Health.

At 9:13 AM the Board adjourned as the Board of Health, and reconvened as the Board of County Commissioners.

County Official and Department Head Reports
At 9:13 AM Patrick Sullivan, Road and Bridge Department, was present to give the Road and Bridge report. Road and Bridge is continuing work on County Road 1 South, with 40% of the work completed. They were able to pick up the hot oil storage tank in Nucla, and have continued with grading roads as the frost is starting to come out. Road and Bridge also provided traffic control for Stantec while they completed the Plaza bridge inspection. Their proposed work will be to continue base work on County Road 1 South. Culvert work will begin
April 1st and crack and seal projects will begin at Astronaut Rominger Airport and the Courthouse, weather permitting. Mr. Sullivan asked for approval for two forklift purchases. He got two quotes: one on forklifts with under 4,000 hours and one with over 4,000 hours. He found there was only a $1,000 difference, and they come with a 30-to-60-day warranty. The quote was from Welch for $15,950 for a Toyota set and was in the Road and Bridge yearly budget. Commissioner Deacon made the motion to approve the purchase of the two forklifts. Commissioner Noffsner seconded the motion, and the motion carried. The second thing Mr. Sullivan asked approval for was the purchase of a PB Hot Patcher Truck. There was a recent accident due to patching materials getting hard and cold in sub-25-degree weather. Mr. Sullivan stated that adding this piece of equipment to the fleet will potentially reduce further injuries while performing patching operations. He also stated that these used trucks are hard to find. Mr. Sullivan found a 2008 model with 75,000 miles and it is a third of the cost of a new one ($53,000). He stated that by purchasing this truck it will reduce risk of injuries and save on injury claims. Commissioner Deacon made the motion to approve the purchase of the PB Hot Patcher Truck. Commissioner Noffsner seconded the motion, and the motion carried.

At 9:31 AM Dixie Diltz, Land Use Department, was present to give her report. Her department issued one camping permit for 154 days. She received 1 conditional use application which was reviewed and determined to be an agricultural venture. The application was returned to applicant. One new “Cottage Industry” and one new “Home Occupation” application were received, site visits were completed and approved. Her department received 2 new “Short Term Rental” applications and 2 renewals. One of the site visits has been completed and the other three site visits are scheduled for later this month. Ms. Diltz said she received 1 blocked access complaint. It was determined that there is currently legal counsel working with both parties, so the complainant was advised to continue working the issue out through that channel. She also stated that she updated the working plat-maps book.

At 9:39 AM Randy Kern, Building Department, was present to give his February report. Fifteen building permits and two building permit extensions were issued. One OWTS permit was issued, and one new address assignment was made. Mr. Kern stated that he performed 43 inspections in February and completed 8 plan reviews. He also issued 3 certificates of occupancy, and has received many calls from folks planning to build new homes in the county this year. Mr. Kern met with Ms. Klusmire and Dr. Bankole regarding OWTS variances following the workshop in February. Mr. Kern stated he has been working on refining the process and the associated documents that will be needed to process OWTS variance. There was a discussion on OWTS permits, and the size of tracts (half acre vs. acre) per septic systems and how it varies in different spots in the county. Mr. Kern stated there are also variances such as type of soil, seasonal use, climate, elevation and gravity feed. He also stated that the state sets the bar for regulations, and county regulations can’t be less then what the state requires. Ms. Klusmire stated that this has to be consistent.

At 9:58 AM Sheriff Don McDonald was present to give an update on the Sheriff’s Department. He stated that the heater is on its way, but is delayed in Northern Colorado due to the storm. On Monday an electrician came in and an inspector will come this week to look at Pod A. An engineer also came in to inspect the jail. A one-inch-thick glass door was shattered so Sheriff McDonald is looking to replace it. Sheriff McDonald also stated his concern over Senate bills 135, 183, and 1280 and has concerns that if they pass, it will end up being law enforcement that will be expected to enforce these bills. He stated that law enforcement agencies are struggling to find employees. In a survey 60% of employees (law enforcement state agencies) are leaving because society is going against law enforcement. He reported that 6,933 calls were received and responded to in 2019. And 7,509 calls were responded to in 2020. The new Chevy vehicles are expected to come in tomorrow. The Board had previously approved the lease of five Sheriff’s vehicles 2021 Chevrolet Silverado SSV and the purchase of Sheriff vehicle, a 2021 Chevy Silverado 1500. He also stated that he would be talking to the body camera software company along with Verizon that afternoon. Sheriff McDonald stated that the body cameras automatically come on when the employee logs in to work, so they will be compliant with state regulations.

General Business

At 10:12 AM Louise Colville, Rio Grande County Museum, was present to ask approval to purchase museum archival shelving. She stated that she would purchase the shelving in increments starting with the ones for newspapers. The first batch would be $2,000. Ms. Colville stated that this funding came from BLM and Forest Service and was raised by the previous administration for archival projects. Ms. Colville said she talked to Gaylord Company, but they are very expensive, so she has opted to let Stan Montoya help with the ordering as he has sources that are just as good as Gaylord at a much lower price. By going with the bids Mr.

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Montoya has received, the Museum will save approximately half of the price of going with Gaylord, plus the freight is much lower. Commissioner Noffsker made the motion to approve the purchase of archival shelving for the Rio Grande County Museum. Commissioner Deacon seconded the motion, and the motion carried. Ms. Lake stated that the Board should be aware that Ms. Colville is working with her on paperwork for a couple of museum volunteers.

At 10:22 AM the Board considered adopting resolution 2021-14, To Appoint Courtney Arthur as Public Information Officer (PIO) for Emergency Management. Art Wittner, Emergency Manager, was present to recommend Ms. Arthur as PIO. He stated that he is updating new emergency plan paperwork. Mr. Wittner also stated that Ms. Arthur is very reliable in relaying information and she is a consistent face in an emergency. Ms. Arthur was present via Zoom to answer any questions for the Board. Commissioner Noffsker made the motion to adopt resolution 2021-14, To Appoint Courtney Arthur as PIO for Emergency Management. Commissioner Deacon seconded the motion, and the motion carried.

RESOLUTION NO 2021-14

A RESOLUTION OF THE RIO GRANDE BOARD OF COUNTY COMMISSIONERS TO APPOINT COURTNEY ARTHUR AS THE PUBLIC INFORMATION OFFICER FOR EMERGENCY MANAGEMENT DURING DECLARED EMERGENCIES IN RIO GRANDE COUNTY

WHEREAS, the Federal Emergency Management Agency deems that ‘Before, during, and after an incident, coordinated and timely communication to the public is critical. Effective communication can save lives and property and can promote credibility and public trust. PIOs (Public Information Officers) are key members of Incident Command System (ICS) and Emergency Operations Center (EOC) organizations, and they work closely with officials who are part of Multiagency Coordination Groups (MAC Groups). PIOs advise the Incident Commander (IC), Unified Command, and EOC director on public information relating to incident management,’ in the official manual Basic Information for Public Information Officers.

WHEREAS, According to the Federal Emergency Management Agency, Public Information Officers are responsible for the following duties:
- Inquiries from the media, the public, and elected officials
- Public information and warnings
- Rumor monitoring and response
- Media relations
- Digital communications
- Multimedia content
- Other functions necessary to gather, verify, coordinate, and disseminate accurate, accessible, and timely information (information on public health, safety, and protecting private property is particularly important)
- Monitoring media and other sources of public information and transmitting relevant information to appropriate personnel at the incident site, in an EOC, or a MAC Group,

THEREFORE BE IT RESOLVED that the County Commissioners of Rio Grande County appoint Courtney Arthur as the Public Information Officer for Emergency Management during declared emergencies in Rio Grande County.

THE FOREGOING Resolution was offered by Commissioner ________, seconded by Commissioner ________, and passed by the following votes by the of the Board of County Commissioners at a meeting of said Board on the 17th day of March __________, 2021.
At 10:25 AM consideration of approval of crack seal, fog seal, and restriping of runway 6/24, ramp and Taxiway A was removed because the Board had already approved it and the project at Astronaut Rominger Airport is almost complete.

At 10:26 AM a Corrective Action Plan for HSGP grants was presented by Ms. Klusmire. Ms. Klusmire stated that in order to get off high risk status the County needs to take these steps. In 2017-2019 policies were written that did not meet the grants requirements, and corrections were never completed and sent in. Ms. Klusmire drafted this framework that can be submitted by the end of March and by doing this the County can reduce their risk of being audited. On March 22nd there will be a workshop on this Action Plan. Ms. Lake stated that policies need to be developed so this can be on the March 31st meeting to approve then.

At 10:40 AM the Board considered adopting resolution No. 2021-10, a resolution adopting advisory board member selection and appointment policy. Commissioner Noffsiker stated he has concerns over this policy and that he was not prepared to sign it because he thought it was a blanket policy. Ms. Klusmire questioned him on changes or guidance on what they need to tell her in order to get this resolution passed. Ms. Klusmire stated that a workshop to discuss it might be beneficial. Commissioner Glover stated that the Board could read through it thoroughly and come back with their changes. Commissioner Noffsiker stated concerns over the County letting him know when meetings throughout the County are being held. Commissioner Glover stated that in the past all meetings were posted on Google Calendar, the list of boards and meetings were read out loud and stated who was on each board. Commissioner Glover also recommended Ms. Klusmire draft the order of the agenda in the future, and that the BOCC wants a single list of committee assignments. This resolution was tabled with instructions to bring it back with corrections. Ms. Klusmire asked if it was okay if she works on grant policy first and then this policy because it is more pressing.

At 11:10 AM the Board considered the adoption of County Vision, Mission, Values and Goals. Commissioner Glover stated that many of the goals for 2021 have already been accomplished. Ms. Klusmire asked for any revisions on the goals, missions, and values. She also stated that all these goals were brought forth during the goals setting workshop in February. Ms. Lake asked if these mirrored what is already in the governing policy. Commissioner Noffsiker moved to table this. Commissioner Deacon seconded the motion, and the motion carried.

At 11:31 AM the Board considered application for SLV Council of Governments (COG) Mini-Grant Opportunity. Ms. Klusmire stated that eligible projects are linked to economic growth, and that this is a first come, first serve grant so she recommended getting it approved instead of waiting another two weeks. Ms. Klusmire said she sees a need for the County website to be updated, and that this project would meet requirements for this grant. She said they have had trouble with the website when people are applying for jobs and problems with the calendar on the website. Commissioner Noffsiker voiced concerns with Ms. Klusmire getting advice on a single project. Ms. Klusmire stated that she gets the feeling Commissioner Noffsiker wants to be involved in each phase of the grant process. Commissioner Glover stated that the Board meets two to three times a month so Ms. Klusmire can just let them know. Ms. Klusmire stated that the grant is $5,000 and that she thinks the County can match it with COVID funds so it would be a total of $10,000. Ms. Klusmire said she could call WSB and get a bid on updating the website, but the bid might cost the County.
At 11:48 AM Ms. Klusmire stated that she will get a copy of the governing policy/operating policy and it will be available during meetings. Commissioner Noffsker stated concerns on the number of emails he receives and that he finds it hard to decipher which email is urgent. Ms. Klusmire stated that she is unsure how to resolve email issues. After a discussion, Ms. Lake suggested holding an executive session and categorize it under legal advice.

At 11:59 AM the Board considered the sale of County owned property located at 830 Cedar Street. Ms. Lake stated that two interested parties have come forward. Both parties have been diligent in responding and one bid is higher by $99. A Comparative Analysis was completed. Ms. Lake stated it would be appropriate to go with the higher bid. Commissioner Deacon made the motion to accept the bid of $9,000 for the County owned property located at 830 Cedar Street. Commissioner Noffsker seconded the motion, and the motion carried.

At 12:08 PM the Board considered adopting resolution No. 2021-13, Willingness to Join a Motion for Creditors Committee for the Bankruptcy Petition of the San Luis & Rio Grande Railroad, Inc. Ms. Lake stated that she recommends the BOCC join the creditors committee for the bankruptcy petition for the railroad. She also stated that the Board would have a say in it and a move to join would show them the County is interested. Ms. Lake has attempted to encourage other County Attorneys in interest to join motion as well. Commissioner Glover asked how much the County has spent so far on the legal process and Commissioner Noffsker said around $800. Commissioner Deacon made the motion to adopt resolution No. 2021-13, Willingness to Join in a Motion for Creditors Committee for the Bankruptcy Petition of the San Luis & Rio Grande Railroad, Inc. Commissioner Noffsker seconded the motion, and the motion carried.

RESOLUTION NO 2021 - 13

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF RIO GRANDE COUNTY ADOPTING A WILLINGNESS TO JOIN IN A MOTION FOR CREDITORS COMMITTEE FOR THE BACKUPRPTY PETITION OF THE SAN LUIS & RIO GRANDE RAILROAD, INC.

WHEREAS, the San Luis & Rio Grande Railroad, Inc. has filed for bankruptcy in Case No. 19-18905-TBM Chapter 11; and

WHEREAS, The County has a financial interest in these proceedings; and

WHEREAS, joining the motion for creditors committee is the mechanism toward protecting financial interest;

NOW, THEREFORE BE IT RESOLVED that Rio Grande County join in a motion for section 1102(A)(2) appointment of a local governmental creditors’ committee in this legal action.

THE FOREGOING Resolution was offered by Commissioner Deacon, seconded by Commissioner Noffsker, and passed by the following votes by the of the Board of County Commissioners at a meeting of said Board on the 17th day of March 2021.

VOTES:
Commissioner Deacon: Yes No
Commissioner Glover: Yes No
Commissioner Noffsker: Yes No

BOARD OF COUNTY COMMISSIONERS

ATTEST:
Clerk of the Board
At 12:26 PM Commissioner Deacon made a motion to adjourn for a lunch break for one hour. Commissioner Noffsner seconded the motion, and the meeting was adjourned.

At 2:22 PM the Board resumed regular session.

The Board considered Resolution No. 2021-11 Adopting an Organizational Chart.

**Commissioners and Administrator Updates**

At 2:22 PM Ms. Klusmire gave some administrator updates. She stated “Rio Grande County Connections – Where neighbors come together” was the winner for the name for the County newsletter. Ms. Klusmire stated that she is working with Public Health and DSS on confidentiality practices for HIPAA compliance. Ms. Lake said there has been some pushback from DSS and Public Health on who will be the Compliance Officers because of conflicts of interest. Ms. Klusmire stated that on Friday she would be handing out the updated Personnel Manual to the Board that she and Ms. Lake have been working on. She also stated that she would send the Board information for the Grants Management meeting for the Friday Workshop ahead of time. Commissioner Glover recommended pushing the meeting to the 24th so they would have more time to review the policies. Commissioner Glover and Ms. Lake are working on the subrecipient contract. Ms. Lake is working on simplifying the Employee Manual so employees know who to call when they have a question or concern. At 9 AM on March 24th the Board will meet to go over the Employee Manual.

At 2:47 PM Commissioner Noffsner made the motion to go into executive session pursuant to CRS 24-6-402(4)(f) for personnel matters and executive session pursuant to CRS 24-6-402(4) to receive legal advice on specific legal questions. Commissioner Deacon seconded the motion, and the motion carried.

At 5:37 PM the Board exited executive session.

At 5:37 PM the Board resumed the regular session. There were no decisions made, so the meeting was adjourned.

Attest:

Gene Glover
Chairman of the Board

Aubrey Pargin
Clerk of the Board

**COUNTY COMMISSIONERS’ PROCEEDINGS**

State of Colorado
County of Rio Grande

The Rio Grande County Board of Commissioners met in regular session Wednesday, March 31, 2021.

At 9:00 AM Chairman Gene Glover called the meeting to order. Prayer was led by Commissioner John Noffsner, and the Pledge of Allegiance was said.

Present were Commissioner Glover, Commissioner Noffsner, Commissioner Scott Deacon, County Attorney Nancy Lake, County Administrator Leslie Klusmire, and Clerk of the Board Aubrey Pargin.

**Adoption of the Agenda**

At 9:01 AM Commissioner Glover stated that the executive session scheduled was cancelled. Commissioner Noffsner asked about the Rip Rap and Commissioner Glover stated that the “approval of selling rip-rap at Astronaut Rominger Airport” should have been taken off this agenda. Commissioner Noffsner moved to approve the agenda with these corrections. Commissioner Deacon seconded the motion, and the motion carried.

**Public Comment**
At 9:02 AM Commissioner Glover asked if there were any public comments.

Blair Vanderpool, former Vice President of 4-H District 8, was present and asked the Board for full support of the Ski-Hi Complex. He stated that the building will provide many opportunities for 4-H and others. Instead of groups traveling outside of the Valley for events, the events will have the opportunity to be hosted at the Ski-Hi Complex. He also stated that this new building will bring a lot to the Valley, including revenue.

Chris Burr, Superintendent of Upper Rio Grande School District, was present to discuss the land situation near Upper Rio Grande School District. Mr. Burr stated that in February 2017 the school district found out that the athletic property near the school was not owned by the school district. It was his hope that the County would return the land to the school district. He stated that it was always the School District’s plan to beautify the land, refurbish the athletic fields, and purchase the land around it. He said they always had grant money in place to not only build the school, but to beautify and refurbish the land around it. The school district has put in for a KaBoom playground grant and are close to receiving this grant, but stipulations in the grant are that the school district must own the land. The playground is a $250,000 grant, and Mr. Burr is concerned that the grant could be lost (the deadline is April 1st, 2021). Mr. Burr stated that the walking tract was never the responsibility of the school, it was the town and County’s. He stated that it needs to be refurbished, and that the School District would be willing to lengthen and maintain it. He also stated that the baseball team wants to play, but the School District doesn’t want to put money into land they don’t own.

Keith Brown, Upper Rio Grande School District Board Member, was present and stated that he wants to see this land as part of Upper Rio Grande School District complex. The School District has put money into the baseball field in years past. He also stated that this is an opportunity to build a playground for the town, and have a public park with a parking lot nearby. He is a former coach for the Del Norte Baseball team and said that the team has a lot of momentum, but they need a legitimate field that is refurbished and in better shape for high school teams to play at.

Neal Walters, Upper Rio Grande School District Board Member, was present and stated the district has resources, finances, infrastructure, and staff to turn this into a park. He foresees them hiring architects, and believes a future school board would sit down with any other group interested in building a Recreation Center and would be more than willing to work with them and make it happen. He sees them signing an MOU in the near future to work towards making this happen.

Mr. Burr stated again that the KaBoom deadline is April 1st and that the School District has to own the land to receive the grant for the playground. A second option would be to enter in to a long-term lease agreement, but he stated that the School District cannot enter in to a lease agreement that is longer than ten years. Commissioner Glover stated that he believed a work session would be beneficial to discuss this further, and said that he would give them a call when a work session date gets set.

Sandra Santacruz, was present by phone via Zoom. She stated that she is a senior and that this past year Rocky Mountain Health Plan dropped her from their health insurance plan. She started doing research in October and found that not many health care plans are offered in Rio Grande County and she was concerned that this is a County issue. Jody Kern, Department of Social Services Director, was present and stated that this is not a County issue, and that she has relatives that have gone through the same thing. Commissioner Glover and Ms. Kern recommended that Ms. Santacruz call Monica Wolf at South Central Seniors to get help and information on health insurance options.

Consent Agenda

- Approval of minutes of past meetings: March 10, 2021 BOCC and BOH minutes, and March 17, 2021 BOCC and BOH minutes
- Approval of Accounts Payable
- Approval of Payroll Report
- Approval of Veterans Report
- Approval of Airport Lease for Tract 39 to Tillison
- Approval and Signing of Deed for Sale of 830 Cedar St, Del Norte, CO
At 9:23 AM Commissioner Noffsker asked if the paperwork for the signing of the Deed for Sale of 830 Cedar Street was in the agenda packet. Ms. Lake stated that it was not in the packet because she was waiting for a copy of the resolution to sell 830 Cedar Street property so it can be “Exhibit A” in the paperwork. Ms. Lake said she will have it to the Board by Friday for the Chairman of the Board to sign.
Commissioner Noffsker made the motion to approve the Consent Agenda. Commissioner Deacon seconded the motion, and the motion carried.

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TOM HAEFELI 66.20
TORRES PLUMBING & HEATING, LLC 330.00
TRUCK SITE 52,485.00
TWS AVIATION FUEL SYSTEMS, LLC 350.00
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UNITED REPROGRAPHIC 265.75
VALLEY COURIER 661.50
VALLEY PUBLISHING 135.85
VALLEY TRACTOR REPAIR 331.82
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March 2021 Payroll

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Actions as the Board of Health

No actions were taken as the Board of Health.

Actions as the Board of Social Services

At 9:25 AM the Board adjourned to the Board of Social Services.

At 9:33 AM the Board adjourned as the Board of Social Services, and reconvened as the Board of County Commissioners.

County Official and Department Head Reports

At 9:34 AM Armando Ross, Weed and Pest District, was present to give his monthly report. He stated that the Department of Agriculture grant money has been reduced 10-15% so his department is working on increasing funding. The John Deere side-by-side came in and his department is getting all the spray equipment ready to go. The well in the shop is fixed. The brochure is ready to go and will be printed in April.
and paid for by grant money. Mr. Ross has some parking lot sterilant jobs lined up and is going to pursue private jobs to increase revenue in his department.

At 9:38 AM Debbie Philips, Chief Financial Officer, was present to give her monthly financial report. She introduced Amanda Klapperich as the new Financial Manager. Ms. Philips stated that she would give a financial summary and stated some funds are dipping in to fund balance. She stated that it is comparable to last year, and is normal because county funds haven’t come in yet. There are variables present because dues and loan payments are typically due the first of the year. The final bill for the jail is not included in the report. Ms. Philips asked if the BOCC wants to see a summary report or a detailed report each month. Commissioner Glover said he liked the detailed report that she did. Ms. Philips also included financial reports comparing last year with this year.

**General Business**

At 9:50 Karla Shriver and Kathy Woods, Co-chairs of Friends of the Ski-Hi, along with many others, were present to give a short presentation on the new Ski-Hi Building. Ms. Shriver stated that construction on the new building began in July and that they started all the planning pre-COVID 19. Once the pandemic did hit, funding did get shifted a bit, approximately $500,000-750,000. Friends of the Ski-Hi decided to go forward with construction in July because of all the success they had with fundraising prior to COVID. She stated that there will be two basketball courts and four volleyball courts inside. The building will be designated as an Emergency Shelter, so showers will be available. Local subcontractors have been used, except for the masonry work on the outside of the building. The outside of the building is brick and metal, and a warming kitchen will also be available inside. Deb Callahan, Friends of the SLV National Wildlife Refuges, stated that during the Crane Festival in February 27-March 27, 2020 a survey was done. She stated that pneumatic traffic counters increased by 20,000 vehicles during the crane festival, and that 88% of cars were from outside the SLV and that 12% were SLV residents. When the cranes left there was an 89% decrease in vehicles counted. The average money spent per day for a local visitor was $26, but for a non-residence visitor the average daily money spent was $252. In conclusion, Ms. Callahan stated that there is potential for increased tourism revenue due to a new Ski-Hi building. Ms. Woods stated that there is a goal to increase the number of hotels in Monte Vista, because the majority of people that visit the Crane Festival stay in Alamosa. Linda Burnette, Monte Vista Chamber of Commerce, said that the number of events the Chamber hosts each year will benefit from the new building. Jim Clare, Monte Vista Chamber of Commerce, stated that the revenue from the Ag Conference in 2020 brought in an average revenue of $39,000 for the community, and could increase because there has been a waiting list for vendors. He also stated that they are hoping to facilitate with Friends of the NRA and expand an event in the new Ski-Hi building. Jason Tillman, Ski-Hi Stampedes and 4-H Fair Board, stated that the new indoor building would benefit the 4-H kids that have indoor projects so they learn and get recognition for their hard work. Mark Deacon, Ski-Hi Stampedes, said the Stampedes is a go this summer. Ms. Shriver stated that the Ski-Hi Stampedes is huge for groups raising money such as Monte Vista Band and it would be great to have a building large enough to host fundraisers for these groups. Gary Wilkinson, Monte Vista Chamber of Commerce, stated that this is a wonderful opportunity to increase revenue in the county. Ms. Shriver stated that they are asking for a $100,000 donation from Rio Grande County because they are $480,000 short. Commissioner Deacon said that this is the best thing that has happened in the Valley in a long time, and he thanked everyone for their time and commitment to this project. Commissioner Deacon made the motion to approve $100,000 (from Conservation Trust Funds) to donate it to the Friends of Ski-Hi. Commissioner Noffsger stated that he would like to talk with the Board in private about number amounts. He also stated that he would like the County Attorney to make sure the funds put forward qualify and stay within the Department of Affairs (DOA) guidelines. Ms. Woods stated that it is an amazing feat what the community has done so far and she asked that the Commissioners consider that when making their decision. Mr. Tillman stated that the Board consider how long this investment will serve the community and youth. Commissioner Noffsger recommended a work session to further discuss this. Ms. Shriver read an e-mail from the DOLA jurisdiction administrator that said this project does meet state requirements. Commissioner Glover recommended a one-week deadline. Commissioner Deacon withdrew his motion, Noffsger seconded the withdrawn motion. Commissioner Noffsger made the motion to decide whether to donate funding to the Ski-Hi project within one week, and encouraged the Board to challenge Alamosa County to meet the amount that Rio Grande County puts in. Commissioner Deacon Seconded the motion, and the motion carried.

At 11:01 AM the Board considered adopting the 2021 Annual Operating Plan (AOP). Art Wittner, Emergency Manager, was present to briefly discuss the plan. On February 14th, 2021 there was an Annual Operating Plan meeting. Commissioner Noffsger and Sheriff McDonald
were present. Mr. Wittner stated that they have an ongoing operating plan for wildfires, and changes were made during the meeting. The AOP is an ongoing, living document; not yearly document and it involves a five-year plan. There is an operating, state wide, cooperation plan and Mr. Wittner asked that the Commissioners sign and submit the AOP document so that Rio Grande County can be a part of this plan. The County could lose millions of dollars if there was a wildfire here if it is not signed. Commissioner Noffsker made the motion to adopt the 2021 Annual Operating Plan. Commissioner Deacon seconded the motion, and the motion carried.

At 11:08 AM the Board considered the adoption of resolution No. 2021-15, a resolution of the revised RGC Employee Manual. Ms. Lake stated that she thinks the employee manual is good to go. She stated that the County stance on marijuana use and random drug testing is being reviewed by herself and Attorney Ryan Dunn. She stated that there is also a Whistleblower section that is not complete yet. These are the only two issues left to complete. They are not critical and not objectionable to move forward so Ms. Lake recommended adopting the updated Employee Manual. Commissioner Noffsker asked if there was a procedure in place to make changes to the employee handbook. Ms. Lake requests that revised dates and revisions be stated on the front chapter page or on the table of contents, and that employees sign and date that they have received it. Ms. Klusmire recommends purging all the old Employee Manuals so that there is no confusion with old copies of the employee handbook. Commissioner Noffsker made the motion to adopt resolution 2021-15, a resolution adopting the revised RGC Employee Manual and rescinding all previous resolutions. Commissioner Deacon seconded the motion, and the motion carried. (See Recording Document #202100442313 for Employee Manual.)

RESOLUTION NO 2021 - 15

A RESOLUTION ADOPTING THE ATTACHED EMPLOYEE MANUAL REVISIONS

WHEREAS, Rio Grande County has an Employee Manual (adopted April 2013) that needed updating and reconsideration of outdated policies; and

WHEREAS, drafts were circulated in printed copies and email to the RGC Management Team, various meetings were held with the RGC Management Team, and a workshop was held with the BOCC, for the purpose of reviewing the craft proposals and to consider recommendations by the Management Team and BOCC, from which a final draft was developed; and

WHEREAS, the Board of County Commissioners desires to adopt a Personnel Manual that is consistent with staff recommendations and current laws and regulations to serve the employees of Rio Grande County better;

NOW, THEREFORE BE IT RESOLVED that the attached Employee Manual be adopted, and all previous versions of the Employee Manual are rescinded.

THE FOREGOING Resolution was offered by Commissioner Noffs, seconded by Commissioner Deacon, and passed by the following votes by the of the Board of County Commissioners at a meeting of said Board on the 31st day of March 2021.

VOTES:
Commissioner Deacon:  Yes
Commissioner Glover:  Yes
Commissioner Noffs:  Yes

BOARD OF COUNTY COMMISSIONERS

ATTEST:

Clerk of the Board
At 11:16 AM the Board considered the adoption of resolution No.2021-18, a resolution adopting the revised RGC Purchasing, Procurement, and Competitive Bidding Policy. Ms. Lake applauded Ms. Klusmire’s hard work on this policy. This policy is in regards to used equipment, and Ms. Lake stated that everyone has had a chance to participate in this. Ms. Klusmire stated that there were two revisions pertaining to Commissioner Noffsner’s concerns. Ms. Lake said that this is well written policy and helps the County with grant compliance. Commissioner Noffsner made the motion to adopt resolution No. 2021-18 to adopt the revised RGC Purchasing, Procurement, and Competitive Bidding Policy. Commissioner Deacon seconded the motion, and the motion carried. (See Recording Document #202100442315 for Policy.)

RESOLUTION NO 2021 - 18

A RESOLUTION ADOPTING THE ATTACHED PURCHASING, PROCUREMENT, AND COMPETITIVE BIDDING POLICY REVISIONS

WHEREAS, Rio Grande County has a 2009 “Procurement Policies” (October 28, 2009) that needed updating and reconsideration to include compliance with state and federal grant requirements; and

WHEREAS, drafts were circulated in printed copies and email to the RGC Management Team, two meetings were held with the RGC Management Team, and a workshop was held with the BOCC, for the purpose of reviewing the draft proposals and to consider recommendations by the Management Team and BOCC, from which a final draft was developed; and

WHEREAS, the Board of County Commissioners desires to adopt a PURCHASING, PROCUREMENT AND COMPETITIVE BIDDING POLICY that is consistent with staff recommendations, current laws, and regulations, and acknowledges the need to comply with state and federal guidelines and policies when working with grant money;

NOW, THEREFORE BE IT RESOLVED that the attached PURCHASING, PROCUREMENT, AND COMPETITIVE BIDDING POLICY be adopted, and all previous versions of purchasing policies are rescinded, including the 2009 “Procurement Policies” (October 28, 2009).

THE FOREGOING Resolution was offered by Commissioner Noffsner, seconded by Commissioner Deacon, and passed by the following votes by the of the Board of County Commissioners at a meeting of said Board on the 31st day of March 2021.

VOTES:
Commissioner Deacon: Yes No
Commissioner Noffsner: Yes No

BOARD OF COUNTY COMMISSIONERS

Gene Glover, Chair

ATTEST:

Clerk of the Board
At 11:20 AM the Board considered adopting resolution No. 2021-16, the revised HIPAA, PCI, PII, and PHI Compliance Policy. Ms. Lake stated that all parties have had a chance to vet this process, including DSS and Public Health, and everyone that have had comments agree with the policy updates. Commissioner Deacon made a motion to adopt resolution No. 2021-16, the revised HIPAA, PCI, PII, and PHI Compliance Policy. Commissioner Noffsker seconded the motion, and the motion carried. (See Recording Document #202100442314 for Policy.)

RESOLUTION NO 2021 – 16

A RESOLUTION ADOPTING THE ATTACHED HIPAA, PCI, PII, AND PHI COMPLIANCE POLICY REVISIONS

WHEREAS, Rio Grande County has adopted October 28, 2020, HIPAA, PCI, PII, and PHI Compliance Policy that needed updating and reconsideration to include compliance with state and federal grant requirements; and

WHEREAS, drafts were circulated in printed copies and email to the RGC Management staff who work under such rules, a meeting was held with the RGC Management Team who work under such rules, and a workshop was held with the BOCC, for the purpose of reviewing the draft proposals and to consider recommendations by the Management Team and BOCC, from which a final draft was developed; and

WHEREAS, the Board of County Commissioners desires to adopt a HIPAA, PCI, PII, and PHI Compliance Policy that is consistent with staff recommendations, current laws, and regulations and acknowledges the need to comply with state and federal guidelines and policies when working with grant money;

NOW, THEREFORE BE IT RESOLVED that the attached HIPAA, PCI, PII, and PHI Compliance Policy be adopted, and all previous versions of HIPAA, PCI, PII, and PHI Compliance Policy are rescinded.

THE FOREGOING Resolution was offered by Commissioner Deacon, seconded by Commissioner Noffsker, and passed by the following votes by the of the Board of County Commissioners at a meeting of said Board on the 31st day of March 2021.

VOTES:
Commissioner Deacon: Yes No
Commissioner Glover: Yes No
Commissioner Noffsker: Yes No

BOARD OF COUNTY COMMISSIONERS

ATTEST:

[Signature]

Clerk of the Board

At 11:23 AM the Board considered adopting the revised Grants Management Policy. Ms. Lake stated that there were no substantive changes to the new copy given to the Board. Mr. Dunn and DSS have reviewed it. This is one step closer to getting our County off of high-risk level. Commissioner Deacon made a motion to adopt the revised Grants Management Policy. Commissioner Noffsker seconded the motion, the motion carried.

At 11:26 AM the Board considered adopting resolution No. 2021-19, the revised Employee Code of Conduct and Ethics Policy. Ms. Lake stated that this also helps the County stay in compliance on grants and it is a requirement to get off of high-risk level. Commissioner Deacon made the motion to adopt resolution No. 2021-19, the revised Employee Code and Ethics
Policy. Commissioner Noffsker seconded the motion, and the motion carried. (See Recording Document #202100442316 for Policy.)

At 11:27 AM the Board considered adopting resolution No. 2021-20, the revised Capitalization and Depreciation Policy. Ms. Klusmire stated that this brings the County into compliance with 2 CFR 200. Ms. Lake said that there will be revision dates for 2 CFR 200. Commissioner Noffsker made the motion to adopt resolution No. 2021-20, the revised Capitalization and Depreciation Policy. Commissioner Deacon seconded the motion, and the motion carried. (See Recording Document #202100442317 for Policy.)
At 11:30 AM the Board considered approving the Homeland Security Grant Corrective Action Plan (HSGP). Ms. Lake stated that there will be a whistleblower web page so that people can remain anonymous. It will go directly to the County attorney and the attorney will keep that anonymous. Commissioner Noffsker stated that he thought that employees will be confused on the process. Ms. Lake clarified that only financial complaints would go to that specific web page and to the County Attorney. All other complaints would go to Human Resources. Commissioner Deacon made the motion to approve the HSGP Corrective Action Plan. Commissioner Noffsker seconded the motion, and the motion carried.

At 11:41 AM the Board considered adopting resolution No. 2021-10, the Advisory Board Member Selection and Appointment Policy. Ms. Klusmire stated that revisions made were staggered terms and removing list of liaisons. Commissioner Noffsker made the motion to approve adoption of resolution No. 2021-10 – Advisory Board Member Selection and Appointment Policy. Commissioner Deacon seconded the motion, and the motion carried. (See Recording Document #202100442311 for Policy.)
At 11:44 AM the Board considered approval of revisions to the Vision, Mission, Values, and Goals for Rio Grande County as developed by the BOCC and Management Team in February 2021, which includes goals as adopted by the BOCC in June of 2020. Commissioner Noffsker moved to table this and move it to April 14, 2021 BOCC meeting, so there can be further discussion.

At 11:45 AM Ms. Klusmire brought before the Board three grant opportunities: the REDI Grant, SLV COG Mini-Grant, and the Energy/Mineral Impact Grant Cycle. There was discussion on what these grants could be used for. Commissioner Glover and Ms. Lake agreed it would be beneficial to let the Board know what these grants could be used for and make a list of examples. Commissioner Glover also stated that it would be beneficial to have work session in the near future to discuss these grants.

At 12:07 AM the Board considered the approval of 2018 Homeland Security Grant Change and approval of purchasing radios from the grant. Commissioner Noffsker stated that Rio Grande County is the fiscal agent for this grant. The Board of Directors would like to award Costilla County with radios. Rio Grande County BOCC is the next Board to approve it. Rio Grande County will continue to be the fiscal agent for these grants. The purpose of this is to approve this, and close out this grant ($15,974). Commissioner Deacon made the motion to approve the purchase of radios that will be given to Costilla County Sheriff’s office. Commissioner Noffsker seconded the motion, and the motion carried.
At 12:12 AM Commissioner Deacon made the motion to adopt resolution No. 2021-11, a resolution to adopt an Organizational Chart. Commissioner Noffsker seconded the motion, and the motion carried. Ms. Lake stated that the chart was removed and updated. It states the Board will retain hire/fire authority.

RESOLUTION NO 2021 - 11

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERs OF RIO GRANDE COUNTY ADOPTING THE ATTACHED ORGANIZATIONAL CHART

WHEREAS, Rio Grande County Commissioners have authority and responsibility to ensure that the County operates in an efficient and compliant manner; and

WHEREAS, the Rio Grande County Commissioners desire to have a clear expression of administrative authority and responsibility within its staff; and

WHEREAS, the attached organizational chart describes this intent;

NOW, THEREFORE BE IT RESOLVED that the attached organizational chart be adopted.

THE FOREGOING Resolution was offered by Commissioner Deacon, seconded by Commissioner Noffsker, and passed by the following votes by the of the Board of County Commissioners at a meeting of said Board on the 17th day of March 2021.

VOTES:
Commissioner Deacon: X Yes No
Commissioner Glover: X Yes No
Commissioner Noffsker: X Yes No

BOARD OF COUNTY COMMISSIONERS

ATTEST:

Clerk of the Board
Commissioners and Administrator Updates

At 12:14 PM Commissioner Noffske stated that they will be looking at the rip-rap at the Airport. They did run out of hangar lots; they are all leased. He will be meeting with a representative from the state in regards to the Homeland Security Grant and they will discuss grant compliance. He also stated that the Homeland Security Grant Board does make sure that everyone is in compliance with the grant.

At 12:22 PM Ms. Lake gave an update on projects she is working on. She stated that she has put together a notice for the Weed and Pest District that will be sent out to organic farmers that will say when they will be spraying, and she is working on the resolution. Ms. Lake also stated that she is working on a new lease document for the McAlister lease. It does state that the County will have first right of refusal for the option to buy the personal property. She is also working with Mr. Dunn on the whistleblower activity and marijuana use/drug testing for the employee handbook. There is a private property site being used as a dump, and she is being informed on that. Ms. Lake is also letting the San Luis & Rio Grande Railroad, Inc. know that the County is joining the Creditors Committee.

At 12:30 PM Ms. Klusmire handed out a list of jobs to the Commissioners that she working on. Commissioner Noffske stated his concerns about a building code workshop and that he is not
in favor of a new building code. He said he would like a workshop on this topic in the near future.

At 12:35 PM Commissioner Deacon made the motion to adjourn the meeting for a lunch break until 2:00 PM. (A "Meet and Greet" with CDOT’s new director and a Question-and-Answer session scheduled for 2 PM). Commissioner Noffsker seconded the motion, and the meeting was adjourned.

Executive Session

Executive Session pursuant to CRS 24-6-402(4)(f) for personnel matters was cancelled.

Attest:

____________________________________________________________________________
Gene Glover                                                                                                       Aubrey Pargin
Chairman of the Board                                                                                       Clerk of the Board