

COUNTY COMMISSIONERS' PROCEEDINGS

State of Colorado                    )  
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County of Rio Grande                )

The Board of Rio Grande County Commissioners met in a special work session on Friday, January 5, 2018. Members present were Chairman Karla Shriver, Commissioner Gene Glover, Commissioner Suzanne Bothell, County Administrator Roni Wisdom, and Clerk of the Board Mona Syring.

At 9:11 a.m., Chairman Shriver called the Board meeting to order. Jackie Bennet, Jane Walters, and Neal Walters, San Francisco Creek Ranch Land Owners Association, were present.

Chairman Shriver reported that this meeting was called because after the December 27, 2017, meeting, Patrick Sullivan, Road and Bridge Department, received an anonymous text from someone with a 588 exchange about the traffic counter results on County Road 13. Chairman Shriver stated that the only way someone could have reached Mr. Sullivan is because he gave his telephone number to Ms. Walters and Ms. Bennet, and they then passed the number to someone else. Ms. Bennet said that the text was not mean, and that it was sent by her husband in reaction to the traffic count information presented by Mr. Sullivan at the December 27, 2017, meeting. Ms. Bennet explained that her husband has mild cognitive impairment, and Ms. Walters stated that he "is a good guy." Chairman Shriver said that the Board wants County employees to be safe.

Ms. Bennet said that the August 2017, meeting with the Board had been so positive, and then the Land Owners Association felt blindsided by Mr. Sullivan at the December 2017, meeting. Commissioner Glover said that he assumed that Ms. Bennet and Ms. Walters had met Mr. Sullivan prior to the meeting, since Mr. Sullivan has been working with the County for 20 years. Ms. Bennet said that she felt hostility from Mr. Sullivan and was taken aback. She apologized for the text from her husband and she apologized if the text made Mr. Sullivan feel unsafe.

Commissioner Glover asked how fast people will be driving on County Road 13, if it is paved. He explained that this is Mr. Sullivan's question. Mr. Walters said that the high peaks in the numbers from the traffic counter are statistical outliers. Mr. Walters asked about the days when the counter did not record any traffic. Commissioner Bothell explained that Mr. Sullivan said that there was blank information at the end of the report because the traffic counter had been removed from the road site, and the information was not down loaded immediately, but kept reading as if it was in place at the site. Commissioner Glover said that the Land Owners Association asked for the traffic counter, it was put in, and the Land Owners Association are now saying the data are wrong.

Mr. Walters asked if the speed limit on an unmarked road is 55 miles per hour. Commissioner Glover said it is. Mr. Walters said that Mr. Sullivan is trying to make the count look bad because the traffic count was higher than Mr. Sullivan wanted it to be. Commissioner Bothell said that Mr. Sullivan was simply noting that people are going back and forth. Commissioner Glover said the traffic counter is a tool. He also stated that the base dirt work on County Road 13 is planned for 2018, and paving might be possible in 2019.

Chairman Shriver said that Mr. Sullivan can agree to this and move the road's priority up on the list based on the traffic counter report. She said Mr. Sullivan wants the road to be a good road.

She stated that the base work will cost \$400,000.00 to \$500,000.00 for a two-mile stretch of road.

Mr. Walters said that he recently drove County Road 8 North and that there is “no way” that that base work has been complete for a year. Chairman Shriver said the base has been down for a long time—since the Buddie Shaver era. Mr. Walters said that County Road 13 is being put on the back burner in favor of County Road 8 North so that the Bothell, Worley, and McCullough farms can use County Road 8 North for business purposes. Commissioner Bothell noted that there is a large potato warehouse on County Road 8 North. Commissioner Glover said that this road is not used very much this time of year and that a traffic counter could be installed. Ms. Walters said that they are residents and this is big business; the fact that County Road 13 is not paved looks bad.

Commissioner Glover said that County Road 13 needs to be paved, but it needs to be done as a team, with the Land Owners Association as part of the team. Ms. Bennet expressed concern that Mr. Sullivan will be included in the process moving forward. She urged the BOCC to prevent the problem from happening again. Ms. Bennet noted that it is January and asked when the work on the road would begin. Commissioner Glover stated that the gravel is not ready at this time, and the Road and Bridge has a bull dozer that is down. He said that barring anything else, Mr. Sullivan is ready to start the project. Ms. Bennet asked for notification before the project starts so that land owners can be notified. Commissioner Bothell pointed out that Road and Bridge crews will have to plow snow, should we receive any, and this may delay the project. Commissioner Glover said that the plan is to get the dirt set.

Mr. Walters expressed concern that Mr. Sullivan does not want to complete this project and will look for reasons not to start it. Commissioner Bothell stated that the road on which the former County Administrator lives has been built up but not paved. She said that this is not because Mr. Sullivan does not want to pave the road. Commissioner Glover stated that the paving of County Road 13 needs to be done and that he has promised that it will be done. He said he has discussed the project with Mr. Sullivan. Ms. Walters asked if Commissioner Bothell and Chairman Shriver feel as strongly about paving County Road 13 as Commissioner Glover does. Chairman Shriver said she wants all roads paved. Commissioner Bothell noted that Rio Grande County is a large county with many roads. She said the focus cannot be on only one road. She said she supports the paving of County Road 13 within its level of priority. Ms. Bennet asked where the road is on the priority list. She said she understands that these priorities can change. Commissioner Glover said there is a list but it will not be posted on the County website because it might be misunderstood. He also said that costs can be controlled if similar projects can be completed at the same time.

Chairman Shriver said the project is moving forward because of the information received from the traffic counter. She said it makes sense to let the new road base set before it is paved. Mr. Walters and Ms. Bennet agreed. They expressed concern that the priority could be pushed back again. Commissioner Glover reiterated that equipment problems postponed the project and that the Road and Bridge Department does not know when the project will start. He also said that the Board does not work behind closed doors and that the conversation has to stay open.

Ms. Walters asked if the residents would be notified when the work on the road will start. She said the land owners need to know. Commissioner Glover said that signs will go up before the project starts and that there will be notification. Ms. Bennet asked how long the project will take to complete. Commissioner Glover said he did not know; it will depend on weather and equipment.



considered adverse abandonment. Mr. Hart said he did not know. Chairman Shriver stated that an easement remains an easement until it is abandoned in court, or through proper recordings or other proper legalities.

Mr. Hart stated that he believes the old diversion belongs to the County and needs to be removed. The ownership of property in this area is unclear. In late 2016, Mr. Hart researched property ownership and taxes on several parcels. Mr. Hart went to pay the taxes on the Treasurer's deed on the property and he did some research in the County Clerk's office. The County Assessor provided a tax number, a legal description, and a valuation for the property so the taxes could be paid. The Assessor recommended that Mr. Hart wait to pay the taxes until the first of the year. The next day, Mr. Massey paid the taxes on the same parcel that Mr. Hart had researched. Mr. Hart gave two copies of quit claim deeds with the same legal description to the BOCC, noting that the property was transferred to Mr. Massey for \$300.00 each. Mr. Hart noted that he believes that Mr. Massey will own the property if he continues to pay the taxes.

Commissioner Bothell asked if there is an easement under the existing bridges. Mr. Sullivan stated that he believes the County owns that easement, but he said this is not shown on a plat. He showed the Board the County-owned land on the plat, along with the existing right of way. Commissioner Bothell asked if the rock grade control structure is encompassed in the County right of way, and Mr. Sullivan said he believes it is.

Chairman Shriver said there are two issues for the Board to consider. She said that the County does not acknowledge that Mr. Massey owns the parcel of property in question, and stated that the first issue is with regard to public safety. She asked the Board to consider having discussions with the McDonald Ditch company, the Rio Grande Water Users Association, and the Rio Grande Restoration Project about the safety of the new bridge, flooding hazards, and the old diversion, which depends on the footings of the old County bridge and could cause a damming effect. Chairman Shriver said that if the damming effect occurs, damage could be done to the County road (this has happened in the past) and the new County bridge. Commissioner Bothell asked if a conversation is needed because the old structure needs to be taken out and a new one needs to be installed.

Chairman Shriver said that a second issue for the consideration of the Board is to offer Mr. Massey \$300.00 each for the quit claim deeds he purchased, plus a suggested \$500.00 for reasonable attorney fees. She stated that this would clean up ownership questions of the deeds, and expedite the process. Chairman Shriver suggested that County Attorney Bill Dunn draft a letter to Mr. Massey with this offer with a date for resolution of either February 2, 2018 or February 9, 2018. Commissioner Glover recommended that the deadline be no later than February 9, 2018.

Chairman Shriver asked the Board if it concurs with having a discussion with the Rio Grande Restoration Project, the Rio Grande Water Users Association, and the McDonald Ditch Company. Commissioner Bothell asked how the Rio Grande Restoration Project organization is involved with the project. Mr. Hart said it was the funding mechanism for the project. Commissioner Bothell suggested that to expedite the project that the Board wait until the judge rules on the McDonald Ditch right of way. Mr. Hart said that to resolve the issue, the County can build a new structure and funding for this is available through an approved grant. Mr. Hart noted that this phase of the project was ready to start two years ago, and has been delayed repeatedly by Mr. Massey.

Mr. Sullivan and Mr. Hart discussed options regarding construction of the new rock grade control structure.

Chairman Shriver noted that several water attorneys will be in the Valley for a water trial at the end of January, so discussions could be coordinated with various parties. She asked the Board if it is willing to participate in these discussions if needed. Commissioner Bothell moved to approve discussions with the Rio Grande Water Users Association, the McDonald Ditch Company, the Rio Grande Restoration Project, and water attorneys regarding the project. Commissioner Glover seconded the motion and the motion carried.

The Board and Mr. Hart discussed other issues related to removing the old diversion.

Commissioner Glover moved to draft a letter to Mr. Massey, offering \$300.00 for each quit claim deed from the Pachecos (two total) to the River Valley Group, plus \$500.00 for reasonable attorney fees to clean up the titles. Public safety and protection of County assets are the main reasons to clean up the titles and move forward with the project. Commissioner Bothell seconded the motion and the motion carried.

At 3:53 p.m., the meeting was adjourned.

Attest:

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Karla Shriver, Chairman  
Chairman of the Board

Mona Syring  
Clerk of the Board

#### COUNTY COMMISSIONERS' PROCEEDINGS

State of Colorado            )  
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County of Rio Grande        )

The Board of Rio Grande County Commissioners met in regular session on Wednesday, January 17, 2018. Members present were Chairman Karla Shriver, Commissioner Gene Glover, Commissioner Suzanne Bothell, County Administrator Roni Wisdom, and Clerk of the Board Mona Syring.

At 9:00 a.m., Chairman Shriver called the Board meeting to order and gave the opening prayer. The Pledge of Allegiance was said.

Commissioner Bothell moved to approve the agenda with the change of times for the reorganization of officers and adopting 2018 resolutions, the addition of approval of the January 5 and 11, 2018 minutes, the addition an executive session for personnel matters, and the addition of a possible discussion with County Attorney Bill Dunn. Commissioner Glover seconded the motion and the motion carried.

Chairman Shriver asked if there were any public comments and there were none.

Commissioner Glover moved to approve the minutes from the December 27, 2017, meeting with changes. Commissioner Bothell seconded the motion and the motion carried. Commissioner Glover moved to approve the minutes from the January 5, 2018, meeting with changes.

Commissioner Bothell seconded the motion and the motion carried. Commissioner Bothell moved to approve the minutes from the January 11, 2018, meeting with changes. Commissioner Glover seconded the motion and the motion carried.

The consent agenda was presented. The vouchers from the Department of Social Services were removed from the consent agenda (they had not been emailed to the Board prior to the meeting). Commissioner Bothell moved to approve the consent agenda, which included the January 2018 mid-month vouchers. Commissioner Glover seconded the motion and the motion carried. The vouchers were signed.

At 9:27 a.m., Patrick Sullivan, Road and Bridge Department, was present to update the Board. Neal Walters, San Francisco Creek Ranch Land Owners Association, was also present.

Mr. Sullivan reported that base work on County Road 29 has been completed, including culvert replacement and ditch realignment.

Mr. Sullivan reported that the plan and profile for County Road 13 is nearly complete. Mr. Sullivan said that the drawing phase took longer than anticipated because of the grade of the road. He explained that when the road's elevation changes, the drawing must stay to scale. He also said that one road grader has grade control technology.

Mr. Sullivan reported that a portion of 2018 gravel crushing was completed. He also reported that MHC Kenworth delivered the new lowboy tractor the first part of December.

Mr. Sullivan reported that the Road and Bridge Department rented a D8T dozer to push stockpile for the County Road 13 project.

Mr. Sullivan reported on proposed Road and Bridge Department projects. The stockpile will continue to be pushed by the D8T dozer. Base work on County Road 13 began on Monday, January 15, 2018.

Gravel roads will be worked on during the nice weather. Mr. Sullivan reported that the Department will attend MSHA refresher training. He said 2018 crushing will be completed.

Mr. Sullivan reported that the annual Highway Users Tax Fund report will be completed and submitted by February 1, 2018.

Mr. Sullivan reported that the transmission in his pickup is being replaced. The pickup has 265,000 miles on it and was purchased in 2007. Mr. Sullivan will replace this pickup, and move it down into the fleet to carry personnel. He also reported that normal repairs are being made on other equipment.

Mr. Sullivan reported that after the work on County Road 13 is complete, the Department will move to County Road 3 West where some culvert replacements and repairs are needed.

Mr. Sullivan reported that the Department is very busy and the good weather has helped it complete projects. He noted that snow removal later in the season is harder on roads than it is early in the season. He said this creates more potholes.

Chairman Shriver asked Mr. Sullivan if he has been in communication with residents who live on County Road 13. Mr. Sullivan said he has sent Jane Walters an email regarding the status of

the project. Mr. Sullivan reported that when he walked the road he noticed that the corners of the road may not align until the grade is pushed. He also said that fencing changes the road alignment. This will not change the travel path of the road; the road will be made wider.

Mr. Walters reported that he gave the notification email to the Colorado Department of Parks and Wildlife and asked that its vehicles slow down on County Road 13.

Commissioner Glover reported that he spoke to Del Norte School Superintendent Chris Burr about the need for a work session to discuss the roads around the new school. Commissioner Glover suggested that the work session be scheduled on January 31, 2018. Chairman Shriver added that the parcel of land affected by a GOCO grant needs to be included on the work session agenda. Mr. Walters noted that the school board is working on Safe Routes to School grant and who will pay for it.

Chairman Shriver asked how soon the BOCC needs to notify the school board about its interest in an old school building. Mr. Walters said he could not provide a deadline. The fate of Underwood building will need to be determined by May or June 2018; cement will be poured in August 2018. He noted that the middle school will be affected by the budget, and a decision will be needed by February 2018.

At 9:44 a.m., Dixie Diltz, Land Use Department, was present to update the Board. She reported that the GIS board meetings will be held the last month of each quarter. She also reported that she has registered for Federal Emergency Management Agency training in New Mexico on February 5 through 9, 2018. She will take the certification test again. Ms. Diltz noted that she prefers the New Mexico training because it focuses on rural areas and is more detailed than the Colorado training she had attended.

Chairman Shriver asked if there are other trainings that Ms. Diltz will take. Ms. Diltz said that a continuing education day-long course is needed for her to maintain her permit technician certification. She said she is also interested in taking a Planning Association training and will check her budget to determine if this is feasible. Ms. Wisdom explained that the Planning Association trainings are important because of the growth of the County. Commissioner Bothell asked if the FEMA training includes planning. Ms. Diltz explained that the FEMA training is for flood plain management.

Ms. Diltz reported that the grant application for the update of the Land Use Department code book has been given to Ms. Wisdom for the Department of Local Affairs. The deadline for the application is April 1, 2018.

Ms. Diltz reported speaking to County Attorney Bill Dunn regarding three blight issues in the County (the South Fork Ambulance District, a property in Jasper, and a property in Center). No letters have been sent. Ms. Diltz explained that Mr. Dunn spoke to Tyler Off, South Fork Ambulance District, personally, and Mr. Dunn believes he can rectify the situation.

Ms. Diltz reported that Mr. Dunn found a statement that if a certified letter is sent to Mr. Bevins, owner of the Jasper property, the letter must include a date when Mr. Bevins must appear before the BOCC. A letter including a date will be sent. Ms. Diltz also reported that she has spoken to Mr. Bevins and he has indicated that he intends to build a residence on the property. No action will be taken until spring. Chairman Shriver suggested scheduling a meeting with Mr. Bevins, either by telephone or in person, for March or April 2018, in order to begin the process.

Ms. Diltz reported that no letter has been sent to Jesus Meraz, regarding his property in Center. She suggested sending him a letter asking him to appear before the BOCC in March or April, and cleaning up his property by June 1, 2018. Commissioner Bothell asked if this could be done more quickly. Commissioner Glover said there needs to be consistency in how these issues are handled, and expressed his frustration about the fact that this has been a year-long process.

Ms. Diltz presented the resolution on the Larry Scott exempt division of land, which was approved on December 27, 2018. The resolution was signed. Book 589 Page 564

At 10:05 a.m., the mid-month vouchers were signed.

At 10:06 a.m., the meeting was turned over to County Administrator Roni Wisdom, for the reorganization of the Board of County Commissioners.

Ms. Wisdom entertained motions for nominations for Chairman of the Board of County Commissioners. Commissioner Bothell moved to nominate Commissioner Glover Chairman of the Board. Commissioner Shriver seconded the motion. Commissioner Shriver moved to cease nominations. Commissioner Bothell seconded the motion. The motion to nominate Commissioner Glover to Chairman of the Board was passed. The meeting was turned over to Chairman Glover.

Chairman Glover asked for nominations for Vice Chairman of the Board of County Commissioners. Commissioner Shriver nominated herself, stating that as Vice Chairman she could provide consistency and guidance for Chairman Glover in light of the current shortage of staff. Commissioner Bothell asked if it is the responsibility of the Chairman of the Board to direct office staff. Commissioner Shriver said it is not; she noted that she wants to provide guidance in working with County staff. She added that the responsibility of the Chairman is not only to run meetings and not to direct staff, but she said there needs to be a relationship with staff. Chairman Glover stated that he would like to see a more direct approach to County business, and suggested that each Commissioner support the others' projects. He said that teamwork is more important to him than being Chairman of the Board, in order to do what is best for the County. He stated that there needs to be a unified approach and there has not been. Commissioner Shriver stated that she agreed and asked Commissioner Bothell for comments. Commissioner Bothell said she had no comments. Chairman Glover asked Commissioner Bothell about her stance on this position and noted that he would be asking many questions this year. Commissioner Bothell said that change is good and moved to nominate herself as Vice Chairman of the Board. Ms. Wisdom noted that there are two nominations on the floor. Chairman Glover moved to close the nominations for Vice Chairman of the Board. Commissioner Bothell seconded the motion and the motion carried. Chairman Glover moved to nominate Commissioner Bothell Vice Chairman of the Board. Commissioner Shriver seconded the motion and the motion carried.

At 10:17 a.m., Ms. Wisdom presented the 2018 Treasurer's Resolution. She explained that this resolution outlines where County funds are held and how they are invested. County funds are held in the following institutions:

- Community Banks, a Division of NBH Banks
- Sunflower Bank
- Del Norte Bank
- Rio Grande Savings and Loan

- San Luis Valley Federal Bank
- First Southwest Bank

Ms. Wisdom explained that it is the County Treasurer's responsibility to safely invest County funds and to keep them liquid, if they are needed. The County has a relationship to buy and sell securities with the following broker/dealers:

- Edward Jones (Jeff Keck)
- Colorado Financial Partners/LPL Financial (Bruce Amman)
- Colorado Statewide Investment Program
- Peaks Investment Management (Troy Hunsucker)

Commissioner Shriver noted that this is an annual resolution. Commissioner Shriver moved to approve the Treasurer's resolution, pursuant to C.R.S. 30-10-708. Commissioner Bothell seconded the motion and the motion carried. Book 589 Page 655

At 10:21 a.m., Ms. Wisdom presented the 2018 County Holiday Schedule resolution. She asked if, for 2018 only, Christmas Eve should be a full- or a half-day holiday. Commissioner Bothell moved to approve the holiday schedule with a full-day holiday for Christmas Eve 2018. Chairman Glover seconded the motion. The motion carried, with Commissioner Shriver voting against the motion because she felt the need for consistency and that this is a new benefit. She asked how the full day could be taken away in future years without creating more staff turmoil, because employees will expect a full day. The holiday schedule was signed. Book 589 Page 558

The 2018 holiday schedule includes:

- Monday, January 1, 2018, New Year's Day
- Monday, January 15, 2018, Martin Luther King Jr. Day
- Monday February 9, 2018, Presidents' Day
- Friday, March 30, 2018, Good Friday—half day
- Monday May 28, 2018, Memorial Day
- Wednesday, July 4, 2018, Independence Day
- Monday, September 3, 2018, Labor Day
- Monday, October 8, 2018, Columbus Day
- Monday November 12, 2018, Veterans Day
- Thursday, November 22, 2018, Thanksgiving
- Friday, November 23, 2018, Day after Thanksgiving
- Monday, December 24, 2018, Christmas Eve—full day
- Tuesday, December 25, 2018, Christmas Day

Ms. Wisdom presented the 2018 schedule of BOCC meeting dates. While this schedule was discussed in December 2017, it must be approved in January 2018. Commissioner Bothell moved to approve the schedule of BOCC meeting dates. Commissioner Shriver seconded the motion and the motion carried. The meeting dates are:

- January 17, and 31, 2018
- February 14 and 28, 2018
- March 14 and 28, 2018

- April 11 and 25, 2018
- May 16 and 30, 2018
- June 13 and 27, 2018
- July 11 and 25, 2018
- August 15 and 29, 2018
- September 12 and 26, 2018
- October 17 and 31, 2018
- November 14 and 29, 2018
- December 5, 19, and 28, 2018

The Commissioners may also attend the Colorado County, Inc.'s conventions during the following dates: June 4 through 6, 2018, and November 26 through 28, 2018. Book 589 Page 559

Ms. Wisdom presented the resolution to reaffirm the posting location(s) of the Board's public meetings requiring prior public notice and the official custodian of the minutes of the Board's public meetings. The posting locations of the Board's public meetings will be the signboard located in the hall directly east of the entrance to the Commissioners' chambers, 925 6th Street, Del Norte, Colorado, and the Rio Grande County website, though posting on the website is not required. The County Clerk and Recorder will be the official custodian of the minutes of the Board's public meetings. Commissioner Bothell moved to approve the posting locations and the custodian of the minutes. Commissioner Shriver seconded the motion and the motion carried. Book 589 Page 556

Ms. Wisdom presented the 2018 committee assignments for the County Commissioners. Commissioner Bothell moved to approve the committee assignments. Commissioner Shriver seconded the motion and the motion carried. Book 589 Page 561

The committee assignments are:

Suzanne Bothell

- SLV All Hazards Committee and all committees that are part of AHAC
- SLV E-911 Telephone Authority Board
- SLV RETAC
- SLV Hazmat Team
- SLV UAS Committee
- Rio Grande County Prevention Partnership
- South Central Seniors
- Options for Long Term Care
- SB94 – CYDC
- LEPC

Gene Glover

- Rio Grande County Weed and Pest District
- San Luis Valley Regional Landfill Authority Board
- Rio Grande County Tourism Board
- Monte Vista Chamber Ag Committee
- Rio Grande County Library District
- San Luis Valley Veterans Coalition
- San Luis Valley Television Board

## CDOT Transportation Planning Region

### Karla Shriver

Astronaut Rominger Airport Advisory Board  
SLV Housing Coalition  
Tri County Seniors  
San Luis Valley Council of Governments  
San Luis Valley Development Resources Group  
San Luis Valley Revolving Loan Board  
RWEACT  
SLV Great Outdoors  
County Health Pool Designation

### All Commissioners

Rio Grande County Museum  
SLV Board of County Commissioners  
Rio Grande County Courthouse Security Board  
Rio Grande County Public Health Advisory Board  
Colorado Counties, Inc. - standing committees

### Other Appointments

SLV Community Action Agency – Jody Kern, Director, Department of Social Services  
Health and Human Services, Colorado Counties, Inc. – Jody Kern  
SLV Habitat Conservation Plan – Dixie Diltz, Land Use Administrator  
Upper Rio Grande Economic Development Corporation – Roni Wisdom, Administrator  
Rio Grande Water Canal Association – Patrick Sullivan, Road and Bridge

Ms. Wisdom reported that Ramona Archuleta, Department of Social Services, has been appointed to the San Luis Valley Community Action Agency and to the San Luis Valley Workforce Center. Ms. Archuleta will be in classes for three to four months and will not be able to participate on these committees. Ms. Archuleta is also retiring soon. The consensus of the Board was to discuss this with Jody Kern, Department of Social Services.

At 10:32 a.m., County Attorney Bill Dunn was present. Commissioner Shriver reported that she met with Mr. Dunn on Monday, January 15, 2018, on the site of the McDonald Ditch river project on County Road 5 North. Per the January 11, 2018, special BOCC meeting, Mr. Dunn drafted a letter to Steve Massey, River Valley Group, LLC, offering \$600.00 (\$300.00 for each quit claim deed) for real property, plus \$500.00 as reasonable compensation for expenses Mr. Massey may have incurred in obtaining and recording quit claim deeds from Kevin and Neil Pacheco to the tract of land adjacent to the old Seven Mile Plaza bridge and the former McDonald Ditch diversion. Commissioner Shriver noted that the letter required several changes, and asked if the deadline for response should be February 2 or February 9, 2018. Mr. Dunn indicated that the letter could be mailed today, so a deadline of February 2, 2018, would be acceptable. Commissioner Bothell asked if this was a proper amount of time. Mr. Dunn said that it is not, noting that the letter is an offer of compromise. He said that Mr. Massey would have to meet with the board of the River Valley Group in order to accept the offer. The changes to the letter were reviewed and Mr. Dunn said he would mail it as certified mail today.

At 10:46 a.m., Commissioner Shriver reported that she emailed the final draft of the Rio Grande County Commissioners Governance and Goal Setting document. She asked if the Board wants to set the leads for internal projects, noting that this can be done verbally. Chairman Glover

clarified that the lead person would report on updates. Commissioner Shriver said the lead person would be the point person for projects. The Board discussed its various projects and the lead Commissioners for each one. Commissioner Shriver moved to approve the Rio Grande County Commissioners Governance and Goal Setting. Commissioner Bothell seconded the motion and the motion carried.

At 10:57 a.m., Ms. Wisdom presented four new County policies for approval: Rio Grande County Administration Vehicle Use Policy, Rio Grande County Snow and Ice Removal Policy, Rio Grande County Political Activity Policy, and Rio Grande County Whistleblower Protection Policy. Ms. Wisdom explained that these policies need to be included in the County Employee Manual. Commissioner Bothell asked who the compliance officer is, with regard to the Whistleblower policy. She asked to whom the whistleblower would report an issue. Ms. Wisdom said that the compliance officer is designated by the BOCC, and asked if this designation would be a year-to-year designation. Commissioner Bothell asked that the term "compliance officer" be removed, and replaced with a list of available people in order to provide the whistleblower with a higher level of comfort when reporting. Commissioner Shriver moved to approve the four policies, with the removal of the term "compliance officer" from the Whistleblower Policy. Commissioner Bothell seconded the motion and the motion carried.

Ms. Wisdom reported receiving four applications from people interested in serving on the Rio Grande Basin Water Roundtable. The applications were from Bethany Howell, Brenda Anderson (who was present at the meeting), Virginia Christensen, and Steve Keller. Ms. Wisdom asked the Board to appoint a representative to the Roundtable.

Mr. and Ms. Anderson joined the meeting. Ms. Anderson stated that she is interested in the water situation in the Valley. She has lived here for 20 years, and said she knows how important water is. Chairman Glover said he supported the appointment of Ms. Anderson. Commissioner Bothell said she supported either Ms. Anderson or Ms. Christensen. Commissioner Shriver stated that she has worked with all four applicants and all are knowledgeable. She stated she felt that the County representative to the Roundtable should own a water right. She also noted that she is a legislative appointee to the Roundtable. Commissioner Shriver said that Ms. Christensen has attended Roundtable meetings and participates. She said no matter who is chosen, that all four applicants should know they are welcome to attend these meetings and that there are other positions open: Other seats on the Roundtable include environmental, municipal, and district seats, conservation districts seats for Rio Grande and Conejos Counties, educational and recreational seats, and at-large seats. Commissioner Shriver noted that Ms. Anderson has a ranching background. Commissioner Shriver moved to appoint Brenda Anderson to the Rio Grande Basin Water Roundtable as the representative from Rio Grande County. Commissioner Bothell seconded the motion and the motion carried.

At 11: 10 a.m., Ms. Wisdom presented the Veterans Service Report. Commissioner Shriver moved to approve the report. Commissioner Bothell seconded the motion and the motion carried. The report was signed.

Ms. Wisdom presented an application from Kallee Mondragon to the San Luis Valley Fair Board. Commissioner Shriver moved to appoint Ms. Mondragon to the San Luis Valley Fair Board. Commissioner Bothell seconded the motion and the motion carried.

Ms. Wisdom presented a request from the Monte Vista Cooperative to use the McMullen Building for its Safety Days program, April 26, 2018. She noted that the County usually waives the rental fee for this program, and also stated that a damage deposit has been requested in the

past, but has never been received even when the rental fee has been waived. Ms. Wisdom suggested that a damage deposit should be requested and held, and returned after the event. Chairman Glover and Commissioner Bothell agreed that this is a good policy. Ms. Wisdom asked who should inspect the building before and after the event. Commissioner Shriver noted that the City of Monte Vista has done the inspections in the past, and asked if in this case, Patrick Sullivan, Road and Bridge Department should be asked to perform the inspection. Ms. Wisdom said she would speak to Mr. Sullivan.

At 11:15 a.m., County Assessor J.J. Mondragon was present. She requested approval of the contract with Valuwest to conduct appraisals of commercial property. The terms of the contract are the same as last year. Commissioner Bothell asked if Valuwest will handle any appraisals that are questioned. Ms. Mondragon said that abatements are done in arrears, but Valuwest will help the Assessor's Office. Commissioner Shriver explained that after a cost analysis, Valuwest is less expensive than hiring a full-time employee. Commissioner Shriver moved to approve the Valuwest contract. Commissioner Bothell seconded the motion and the motion carried.

Ms. Mondragon reported that Rio Grande and San Juan Counties are the only counties to remain on the Pueblo computer system. Problems recently encountered by the Assessor's Office were fixed by the Assessor's Office. Ms. Mondragon obtained a bid from Tyler Technologies in the amount of \$145,000.00: \$89,000.00 to convert to its system, plus \$45,000.00 per year until the system is paid for. The bid includes the Assessor's website. Ms. Mondragon stated that 2019 is a reappraisal year. If the conversion is started by March 2018, it can be completed by the end of 2018. Ms. Mondragon has planned a trip with her staff to a county that switched to this program to obtain more information. She noted that she has not switched computer systems before, because she likes the current website. However, the conversion to Tyler Technologies is a less expensive plan than the Pueblo computer system.

Dan Hicks, Town of South Fork, was present, and stated that he uses the Assessor's GIS system every day and noted that it is important to have the County-level information available for use by the Town of South Fork. He suggested that the Town of South Fork might help fund the new system. Ms. Mondragon reported that the Town of Del Norte is contributing, as well. Commissioner Shriver noted that the Assessor's Office and the Land Use Department use the GIS system. Ms. Mondragon stated that it will be good to include the entities. Mr. Hicks said that parcel numbers should be used. Ms. Mondragon said she would update the Board after the visit to Costilla County and after she receives more bids. She noted that the contract with the Pueblo computer system requires 60 days' notice of a change.

At 11:30 a.m., Dan Hicks, Town of South Fork, and Kazie Hayes, Rio Grande County Tourism Board were present. Mr. Hicks asked that the following letter from the Mayor of South Fork be read into the record:

January 17, 2018

Board of Rio Grande County Commissioners  
925 6th Street, Room 207  
Del Norte, CO 81132

RE: The deficiency in lodging tax funding received by the Town of South Fork

Dear Commissioners:

The Town of South Fork, through its representatives, Dan Hicks Town Administrator and me as Mayor, have met with you on three separate occasions to communicate issues regarding the administration of the County lodging tax funds.

The Town of South Fork actively advertises and markets to tourists to visit and stay in the 81154 area. The Town relies on receiving funds from the County lodging tax fund for this advertising and since 2013 the town of South Fork has received less and less each year from the fund. It has been demonstrated that the majority of the County lodging tax funds are produced by hotels, lodges, RV Parks, and vacation rentals located in the South Fork area. It has also been shown to the Commissioners that per the Colorado State Statute 30-11-107.5, which governs the lodging tax, funds are to be spent for the purposes of advertising tourism in the area from which the funds were generated.

The Town of South Fork has shown that County designated representatives – that is, the Rio Grande Tourism Board, is not managing the lodging fund effectively nor in a manner required by the State Statute. Furthermore the Tourism Board has not been distributing all of the funds received which has resulted in a surplus balance greater than the amount of two year's budgeted disbursements. The management by the Tourism Board has resulted in the town of South Fork not receiving its rightful share of funds to advertise and market tourism for 81154.

At the meeting of 1/11/2018, it appeared that the Commissioners wished to resolve the issues through meeting in committee fashion with the members of Tourism Board to obtain a solution. We do not agree that this approach will result in a timely resolution and therefore choose not to participate.

Our recommendation is for the Commissioners to follow the suggestion made at one of our meetings, which was to pass the funds received from the lodging tax directly to the three Towns based on the source of funds. Specifically funds received from 81154 would be passed on to the Town of South Fork and likewise for Del Norte and Monte Vista. Moreover, the fund surplus should be distributed according to the source of those funds. Under this solution, the town of South Fork would certainly be willing to present and demonstrate to the Commissioners on a regular basis how the funds received are used to effectively advertise and market tourism in 81154. This arrangement would greatly simplify the overall process and also eliminate the need for a Tourism Board.

The town of South Fork Board of Trustees considers the insufficient funding received from the lodging tax fund as a very serious problem that at this point can be solely resolved by the County Commissioners. In that regard, last night the Town Board met in a Special Session and approved Resolution 18-06 to formalize the Town Board's position and respectfully requests that the County Commissioners promptly resolve this issue once and for all. Thank you for your time and attention.

Sincerely,  
Rodney Reed Mayor

Mr. Hicks explained that the Town of South Fork Board of Trustees met in special session on January 16, 2017. There were 30 attendees, some of whom collect lodging taxes. Mr. Hicks stated that the response to the resolution was 90 percent positive. He said the question-and-answer and discussion period lasted for one and a half hours. Mr. Hicks read the Resolution 18-06 into the record:

TOWN OF SOUTH FORK  
RESOLUTION 18-06

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF SOUTH FORK,  
REQUESTING REFORMATION OF THE DISTRIBUTION OF TOURISM FUNDS WHICH THE  
RIO GRANDE COUNTY COMMISSIONERS RECEIVE  
FROM THE TOURISM TAX COLLECTION PURSUANT TO CRS 30-11-107.5

WHEREAS, The Town of South Fork's primary revenue source is from Sales and Tourism Tax, which is heavily dependent on Tourists coming to the area and spending one or multiple nights of lodging; and

WHEREAS, The Town of South Fork has an active marketing and advertising program to attract Tourists to visit and stay in the unincorporated area and municipality known as the 81154 area zip code; and

WHEREAS, All visitors to 81154 who stay in commercial hotels, lodges, recreation vehicle parks, and vacation rental residences for less than 30 days pay a 1.9 % lodging tax under Colorado State Statute 30-11-107.5; and

WHEREAS, In accordance with State Statute 30-11-107.5 (4) (a), all revenue from this lodging tax (except that administrative portion payable to the Colorado Department of Revenue in accordance with CRS 30-11-107.5 (4) (b)), collected in Rio Grande County is consolidated in a Tourism Fund managed by the Rio Grande County Commissioners who have delegated management of the fund to the Rio Grande Tourism Board, which is appointed by, reports to the Rio Grande County Commissioners, and is organized under a set of Bylaws established in 2013; and

WHEREAS, State Statute 30-11-107.5 (4) (c) specifies that all funds collected from the lodging tax be used to advertise and market tourism for the benefit of the unincorporated area and municipality from which the lodging tax originated; and

WHEREAS, The Town of South relies primarily on funding from the Rio Grande Tourism Board to fund its tourism marketing and advertising activities to attract tourism to 81154, has an established Visitors Center, and is the primary marketing entity within the 81154 area to market and advertise tourism for the 81154 area; and

WHEREAS, The Town of South Fork received only an approximate 10% (\$16,400) of the total amount (\$162,087) of lodging tax collected from lodges within Rio Grande County in 2017 from the Rio Grande Tourism Board at the same time that funding from the Rio Grande Tourism Board to the Town of South Fork has been consistently reduced each year since 2013, while it is estimated that 70% to 75% of the \$162,087 of lodging tax funds received by Rio Grande County in 2017 originated from the 81154 area; and

WHEREAS, Based on The Town of South Fork's percentage of the funds received versus the source location of the funds since 2013, it appears to the Town Board of Trustees of The Town of South Fork that the Rio Grande Tourism Board has not followed the mandate of State Statute 30-11-107.5 requirement that the funds be spent to advertise and market tourism for the areas from which the lodging tax originated; and

WHEREAS, It further appears that the Tourism Board has a surplus fund balance of over \$200,000 which has not been timely distributed to the Town of South Fork in a manner specified by the State Statute, which fund surplus has grown to over 2 times such Board's annual budget of \$115,000 and has remained at such level of over \$200,000 for multiple recent years; and

WHEREAS, The Town of South Fork is aware that the Rio Grande Tourism Board spends funds from the lodging tax received from the 81154 area on marketing activities such as advertising and website designated "Rio Grande Country," in which Board members attend industry product shows, billboards, and funding events or businesses not related to the tourism industry; and

WHEREAS, The Town of South Fork believes that spending funds in this manner does not increase tourism or lodging in the 81154 area and results in a misuse of funds; and

WHEREAS, Currently there are 6 Tourism Board members while the Bylaws call for 9 (3 each from South Fork, Def Norte, and Monte Vista) while the referenced State Statute requires that the members of Tourism Board shall be appointed by The County Commissioners, that members be from the tourism industry from within the unincorporated area and municipality from which the lodging tax is collected-even though the Town of South Fork has no representatives on the Tourism Board; and

WHEREAS, It appears to the Board of Trustees that the Rio Grande Tourism Board follows lax financial and record keeping processes, and from the record of meeting minutes and financial reports, there is very little financial accountability and oversight; and

WHEREAS, The Town of South Fork Mayor and the Town Administrator have met on three occasions (November 30, 2017, December 20, 2017, and January 11, 2018) with the Rio Grande County Commissioners to make known the issues defined in this resolution as well as other related issues, while the South Fork representatives have also provided recommended solutions in the form of Tourism Board selection process, revised Tourism Board Bylaws, and revised Tourism Fund Budget; and

WHEREAS, After the three meetings it is apparent to the South Fork Board of Trustees' representatives that the Rio Grande County Commissioners have not taken the necessary actions within the appropriate timeframes to address these issues.

NOW THEREFORE, Be it Resolved by the Board of Trustees of the Town of South Fork, Colorado that the Rio Grande County Commissioners are hereby requested to immediately resolve the issues identified in this resolution and other issues brought forward by taking the following immediate action:

- a. Distribute future Rio Grande Tourism Funds pro rata to each of the three incorporated areas of South Fork, Del Norte, and Monte Vista based on the zip code source of the funds — 81154, 81132, and 81144 respectively.
- b. For the surplus fund balance; retain \$50,000 to pay any outstanding Tourism Board commitments and distribute the amount of surplus fund balance left after retainer to each of the three incorporated areas of South Fork, Del Norte, and Monte Vista based on a pro rata percentage of the source of funds received in 2017 — 81154, 81132, 81144 respectively.
- c. Hereafter continue to dedicate tourism funds received to the Town of South Fork based upon the above-defined mandate of CRS30-11-107.5 and as suggested in the November 2017 meeting between the two entities.

d. Dissolve the Tourism Board and effect the distribution of funds through the offices of the Rio Grande County Administrator or County Treasurer.

Resolution 18-06 passed and adopted this 16th Day of January, 2018.

TOWN OF SOUTH FORK  
Rodney Reed, Mayor

ATTEST  
Dan Hicks, Interim Town Clerk

INTRODUCED AS A RESOLUTION AT A SPECIAL SESSION OF THE BOARD OF TRUSTEES FOR THE TOWN OF SOUTH FORK, COLORADO, ON THE 16TH DAY OF JANUARY, 2018 AND DETERMINED BY ROLL CALL VOTE AS FOLLOWS:

|                       |                |                  |     |
|-----------------------|----------------|------------------|-----|
| Mayor Reed            | Yes            | Trustee Steffens | Yes |
| Mayor Pro-Tem Spencer | Yes            | Trustee Slade    | Yes |
| Trustee Phillips      | Excused Absent | Trustee Stephens | Yes |
| Trustee Helmstetler   | Yes            |                  |     |

Resolution 18-06 passes   X  /fails \_\_\_\_\_

Commissioner Bothell asked who the representatives to the Tourism Board are from South Fork. Chairman Glover said that Josephine Pierce represents South Fork. Commissioner Bothell asked if there should be three representatives from each town. Chairman Glover said there should be three, and noted that Ms. Pierce represents South Fork because of her position with the River Bend Lodge in South Fork. Commissioner Shriver recommended that the Board take the information from the Town of South Fork under advisement and conduct some research. Chairman Glover said there is a great deal to take into consideration. Commissioner Shriver added that the information should be researched with DOLA, as well. Chairman Glover agreed that the State should be involved and said that the information is now in the record.

Kazie Hayes suggested scheduling a meeting with the Tourism Board and noted that the Tourism Board has not had a chance to respond to the Town of South Fork's concerns. She stated that some facts are not true and can be proven. She said the Tourism Board would like to meet with the BOCC. Mr. Hicks stated that this problem has existed for many years and came to a head five years ago with regard to the surplus fund. Ms. Hayes said she talked with the BOCC five years ago; she now realizes that she did not know how the Tourism Board works. She said that if the Town of South Fork had talked with the Tourism Board at the time, the Town of South Fork could have been educated. Mr. Hicks responded that the Town of South Fork is very well educated and said that this is where the Town stands.

Chairman Glover stated that the BOCC needs to do its homework and make some telephone calls. Commissioner Shriver asked for approval to provide copies of the resolution and letter from the mayor of South Fork to the Tourism Board. Mr. Hicks said the information is public information. Commissioner Shriver suggested having Ms. Pierce distribute the information. Chairman Glover noted that it is difficult to find people to sit on the Tourism Board. Commissioner Bothell asked if the municipalities should provide applicants. Commissioner Shriver said a work session should be scheduled after the Tourism Board bylaws are reviewed. Chairman Glover agreed. Ms. Wisdom suggested scheduling the work session on January 31, 2018, and Commissioner Shriver suggested that representatives from Monte Vista, Del Norte, and South Fork be invited. Ms. Wisdom recommended that the BOCC meet first, and then schedule another meeting with the municipalities. Chairman Glover agreed. Ms. Wisdom said

the Tourism Board bylaws are posted on its website. Commissioner Bothell said that there have been marketing studies, and noted that people do not agree on these studies.

At 11:55 a.m., Ms. Wisdom presented a liquor license renewal application from the Rio Grande Club and Resort. She reported that County Clerk and Recorder Cindy Hill has no problems with the application and that the fees have been paid. Chairman Glover asked if the Sheriff's Office needs to approve the application. Ms. Wisdom said this is not necessary. Commissioner Shriver noted that the Sheriff has access to the BOCC agenda and said she assumes that any issues would be reported. Ms. Wisdom noted that the fishing club is included in the liquor license application. Commissioner Shriver moved to approve the renewal of the liquor license for the Rio Grande Club and Resort. Commissioner Bothell seconded the motion and the motion carried.

Ms. Wisdom reported that the Monte Vista Ambulance has requested a change in who conducts the annual inspections of its ambulances. She explained that Eric Schmidt from Colorado Springs currently inspects the ambulances, at a cost of \$250.00 per vehicle. Ms. Wisdom said that Monte Vista has requested that John Montano, Regional Emergency Medical and Trauma Advisory Council, conduct the inspections because he can do them at no charge. Ms. Wisdom also noted that Mr. Schmidt is an uninterested third party. Commissioner Bothell asked if the ambulance services from Del Norte and South Fork should be notified if Mr. Montano is chosen as the inspector. Ms. Wisdom said that they would be notified. Chairman Glover suggested that the Del Norte ambulance service be contacted to see if there are any objections. Commissioner Bothell moved to approve Mr. Montano as the ambulance inspector unless someone objects to the change. Commissioner Shriver seconded the motion and the motion carried.

At 12:05 p.m., the meeting was recessed.

At 1:05 p.m., the meeting reconvened.

Commissioner Shriver moved to approve the Department of Social Services vouchers. Commissioner Bothell seconded the motion and the motion carried.

The four new County policies were signed.

Ms. Wisdom presented for approval a small tract application related to the Summitville land exchange. She explained that a deed for a one-third interest needs to be received. She also said that estates own the other shares; one-half of one-third of the deeds are with County Attorney Bill Dunn. Approval on the application is needed so the Forest Service can move forward. Commissioner Bothell moved to approve the small tract application. Commissioner Shriver seconded the motion and the motion carried.

Commissioner Shriver asked if the County's harassment policy could be added to the next meeting agenda.

Ms. Wisdom reported that Chez Yund has leased property at the airport. She explained that he has a construction lease for the first year and then a 25-year lease. She requested a signature on this lease. The lease was signed.

Commissioner Shriver reported that a draft memo to County employees regarding personnel policies was distributed. She said that because of issues in Monte Vista, local governments will be under scrutiny during their audits. Commissioner Shriver felt there was no issue at the

County, but this was a good time to remind employees about County policies. Commissioner Bothell asked if the memo would be distributed to all County employees or to department heads. Commissioner Shriver said the memo should be distributed from the BOCC to department heads and that department heads can handle the memo with their staffs.

Commissioner Shriver reported that an email was sent to the Sheriff's Office regarding the work on County Road 13 and speeding on that road, along with supporting information from the traffic counter.

Commissioner Bothell reported that Kenny Behill called her. Farming Technology's property was broken into on New Year's Eve, and all the stolen property was returned by the first of January 3, 2018. Mr. Behill was very impressed with the Sheriff's Office, and especially impressed with Tyler Dean and Adam Fresquez. Cary Hoffman also sent his appreciation for a job well done. Commissioner Shriver indicated she had heard good things, as well, about the case from community members.

At 1:25 p.m., Ms. Wisdom reported that representatives from companies that responded to the request for proposal for the Underfunded Courthouse Grant will conduct a walk-through of the courthouse on Tuesday, January 23, 2018.

Ms. Wisdom asked when work sessions should be scheduled with the Tourism Board and the Del Norte school. Chairman Glover suggested that the Del Norte school work session be scheduled for January 31, 2018. He said this will help the school obtain grants, such as Secure Routes to School grants. He suggest discussing the paving of French Street, and San Francisco Street near the Mormon Church. Commissioner Bothell asked if the building reports on the school buildings had been found. Chairman Glover said he would ask Superintendent Chris Burr, and noted that the Board needs to make a decision on buildings in which the County might be interested.

Ms. Wisdom suggested scheduling the work session with the Del Norte school for 3:00 p.m., on January 31, 2018. She suggested changing the Board-only work session regarding the Tourism Board to January 23, 2018, at 1:00, contingent on receiving assistance from DOLA.

Jody Kern, Department of Social Services was present. Commissioner Bothell reported speaking to a County resident who is interested in the sewing project and the equipment. She said it would be good if this project was conducted in the County. Ms. Kern said that this would be the decision of the Board. Commissioner Bothell said that the interested party believes she can organize a group to manage the project. Commissioner Shriver suggested giving the interested party a date by which the decision should be made. Ms. Kern added that the equipment should not be moved and stored again, while the decision is pending. Commissioner Bothell suggest that the sewing project feasibility study be scanned for easy accessibility. Commissioner Shriver said that Trinidad State Junior College is considering job skills programs. Chairman Glover stated that this project needs to move forward. Commissioner Bothell asked if it is a problem if someone purchases the equipment for \$3,000.00. Chairman Glover said it would not be a problem. Ms. Kern suggested giving the interested party 30 days to decide; after that, the equipment can be sold. Commissioner Shriver suggested a deadline of February 28, 2018, and Ms. Kern suggested giving that date to Trinidad State, as well.

At 1:40 p.m., Ms. Kern asked if the Board wants to replace Ramona Archuleta on the San Luis Valley Community Action Agency and the San Luis Valley Workforce Center. Commissioner

Shriver suggested that this be delegated to Ms. Kern, and noted that the vacancies should be filled. Commissioner Shriver stated that backups are needed for various positions.

Ms. Kern reported that the County policies and procedures were reviewed by Mountain States in 2016. No new policies were adopted and no changes were made. Ms. Kern said that department heads and elected officials need to be educated about the County policies and procedures, and discussed some examples where policies are not followed or are not followed consistently. Commissioner Shriver noted that the binding on the policy book needs to be more conducive to changes being added or removed. Commissioner Shriver also said she is taking the lead on the revisions of the County policies and procedures and stated that this will take time and will be a team effort. Ms. Wisdom reported that she is working on policies that need to be incorporated into the book. Ms. Kern urged the Board to include attorney Ryan Dunn on any legal issues. Commissioner Bothell stated that there needs to be a way to manage the dates of changes made to the book, and suggested that each policy begin on a separate page. Ms. Kern suggested that the policy manual be posted on the County website, noting that no one reads the hard copy. Commissioner Bothell asked if the manual should be posted on the public site or on the employees-only site. The consensus of the Board was that it should be posted on the public site. Commissioner Shriver suggested that any legal issues be reviewed by both Ryan Dunn and County Attorney Bill Dunn.

Ms. Wisdom requested a list of issues that Ms. Kern has had to address. She also noted that the Administration Office needs copies of the Sheriff's Office policies and procedures. Ms. Kern noted that policies need to be consistent between departments, and said that purchasing is an issue where consistency is needed.

At 2:05 p.m., Commissioner Shriver moved to go into executive session for personnel matters. Commissioner Bothell seconded the motion and the motion carried.

At 2:45 p.m., Commissioner Shriver moved to come out of executive session. Commissioner Bothell seconded the motion and the motion carried. The board reviewed two requests for step increases for separate employees and approved both based on department head recommendations.

Commissioner Bothell moved to appoint Commissioner Shriver as the Rio Grande County representative to the County Health Pool, with Roni Wisdom and Kristy Dennis to be designated as correspondents. Chairman Glover seconded the motion and the motion carried.

At 3:00 p.m., Commissioner Bothell moved to adjourn the meeting. Commissioner Shriver seconded the motion and the motion carried. The meeting was adjourned.

Attest:

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Gene Glover, Chairman  
Chairman of the Board

Mona Syring  
Clerk of the Board

COUNTY COMMISSIONERS' PROCEEDINGS

State of Colorado            )  
  ss  
County of Rio Grande        )

The Board of Rio Grande County Commissioners met in regular session on Wednesday, January 31, 2018. Members present were Chairman Gene Glover, Commissioner Suzanne Bothell, Commissioner Karla Shriver, County Administrator Roni Wisdom, and Clerk of the Board Mona Syring.

At 9:00 a.m., Chairman Glover called the Board meeting to order and gave the opening prayer. The Pledge of Allegiance was said.

Commissioner Bothell moved to approve the agenda with the following changes: DSS and accounts payable vouchers were removed from the consent agenda; the tax abatement hearing with Sterling Property Tax Specialists, Inc. was cancelled, and the procedure for purchasing County vehicles was added. Commissioner Shriver seconded the motion and the motion carried.

Chairman Glover asked if there were any public comments and there were none.

Commissioner Shriver moved to approve the minutes from the January 17, 2018, meeting with changes. Commissioner Bothell seconded the motion and the motion carried.

There was no consent agenda.

At 9:07 a.m., County Treasurer Peggy Kern and Ian Romero and Sharon Spencer, Community Banks, were present to obtain signatures on the County's bank account signature cards. Ms. Kern explained that the two accounts held at Community Banks are the lodging fund and the conservation trust account. She also explained that Chairman Glover's signature was required on the signature card, along with County Clerk and Recorder Cindy Hill's updated information and the signatures of the Deputy Treasurer. Mr. Romero reported that there is a third account that is old and inactive, with a balance of \$1.00. This account was used in the past for electronic transfers of funds by former County Administrator Suzanne Benton. Commissioner Shriver moved to update the Community Banks signature cards. Commissioner Bothell seconded the motion and the motion carried. Chairman Glover and Ms. Hill signed the signature cards.

Ms. Kern stated that signature cards would be needed for accounts held at First Southwest Bank. Commissioner Shriver moved to amend her previous motion to include First Southwest Bank. Commissioner Bothell seconded the motion and the motion carried. Ms. Kern presented the First Southwest Bank signature card, which Chairman Glover signed.

At 9:16 a.m., the meeting was adjourned to the Board of the Department of Social Services.

At 9:34 a.m., the meeting reconvened. Emily Brown, Department of Public Health, was present to update the Board. Ms. Brown's first question was to ask who is paying for the Pueblo Chieftain newspaper. Ms. Kern explained that the Department of Social Services cancelled its subscription, but the newspaper continues to be delivered.

Ms. Brown reported that the Department of Public Health is working with Sargent and Monte Vista on AIM-XL, which is a comprehensive health and wellness planning process. She also reported that the Department will be soliciting feedback this spring on the regional Community Health Assessment, focusing on improving the staff and the school. Ms. Brown is serving on the committees for both Sargent and Monte Vista. She stated that the Town of Del Norte will apply for the assessment next year.

Commissioner Shriver stated that it is time consuming to conduct separate health assessments because it affects capacity and resource management. She asked if the current assessment could be part of an assessment observation. Ms. Brown said this is a good idea. Commissioner Bothell asked if the same information is collected repeatedly, and Ms. Brown said it is, although the information comes from different perspectives. Ms. Brown said that she would discuss the possibility of a better assessment structure.

Ms. Brown distributed the San Luis Valley Influenza Update, dated January 26, 2018. There have been 56 influenza-related hospitalizations reported in the San Luis Valley, with 47 of these being influenza A cases (28 cases have not been subtyped). There have been 17 cases of H3, one case of H1N1, one case of H1N2v, and nine cases of influenza B (seven cases have not been subtyped, two are Yamagata lineage). Ms. Brown said this has been a bad season, and it peaked before Christmas. She the Department can track where the flu is in the Valley. Ms. Brown reported that the Valley had a novel strain of flu, which has been evaluated by the State. There was only one case, and increased testing has been conducted after its discovery.

Commissioner Bothell asked about the primary concerns of the Department of Public Health. Ms. Brown explained that the flu falls in the category of disease prevention, which is on the State list of Public Health objectives. She stated that the Department of Public Health tracks diseases that might be crossing County and State lines. This process is funded by the County.

Ms. Brown reported that she will be meeting with the hospital on February 2, 2018, regarding the Del Norte Health Fair, which will be held on Saturday, March 24, 2018. She will obtain other health fair dates at this meeting.

Ms. Brown reported that the University of Colorado/Anschutz project, IT MATTRS, which is being conducted in the Valley, is to help provide medical-assisted treatment for opioid addiction. The program is getting more medical providers to obtain training in this area; it also provides community education about the issue. Ms. Brown reported that 12 or 13 providers from Valley-Wide Health Systems are going through the training to provide methadone and Suboxone to patients. Ms. Brown explained that there is a stigma attached to methadone and it is difficult for patients to get the daily treatment. Suboxone is easier to use to treat the addiction.

Ms. Brown reported that there will be a meeting on Monday, February 5, 2018, to release the final IT MATTRS materials. Ms. Brown noted that the opioid-addicted population can include anyone. Ms. Wisdom asked if the doctors were trained. Ms. Brown explained that there is specific training for the use of these medications, and each doctor has a limit on the number of patients he or she can treat. Ms. Brown stated that there is a great deal of paper work associated with these treatments. She said that counseling and support also need to be provided to patients, because patients may have other issues beyond the addiction. Ms. Brown reported that Arlene Harms, Rio Grande Hospital, is working to determine how this program might work in other clinics. Ms. Wisdom reported that the United States Department of Agriculture is scheduled to be in the area soon to discuss opioids. Ms. Brown said that Nancy Molina, Communities that Care, will attend that meeting.

Ms. Brown reported that Alamosa County received a Law Enforcement Assisted Diversion grant, which will provide treatment for people, rather than sending them to jail. Ms. Brown stated that Alamosa County wants to expand this program, but noted that boards of county commissioners have not been approached yet. Commissioner Shriver said she has only seen an article in the newspaper.

Ms. Brown reported that medication disposal sites are being set up in South Fork and at the Rio Grande Clinic. With regard to needle disposal, more information is being sought. Ms. Brown will talk to CTSI regarding liability issues in terms of needle disposal. She said that the first step in setting up this program, which will include insulin needles, will be to draft a contract to manage costs. Drop-off sites will need to be established. Ms. Brown stated that the next option would be to provide a locked box. She said that there are no open needle drop-off sites in the Valley. She also stated that the Department could be overloaded with tracking and costs. Commissioner Bothell stated that she has heard that the Colorado State Patrol has a portable incinerator. Ms. Brown said that CSP no longer has this incinerator. Ms. Wisdom asked if the used needles can be incinerated in a crematorium for animals. Ms. Brown said that this is not an option because transporting medical waste is a problem. Commissioner Bothell asked if there was still an incinerator at the old hospital in Monte Vista (currently City Hall). Ms. Brown said she would check.

Ms. Brown explained that costs of this program are an issue, noting that the hospital is charged by weight. The cost per pick up might be \$50.00; the Department has budgeted \$5,000.00 to \$8,000.00 for this program. However, Ms. Brown said that she does not know how many needles would be dropped off. Ms. Brown is working on the costs.

Ms. Brown presented the Colorado State Innovation Model grant memorandum of understanding for approval. The MOU provides \$26,240.00 per year for Kimberly Bryant to manage the grant, and \$93,014.00 to San Luis Valley Behavioral Health. Ms. Brown explained that this is a regional grant run through the Department. Commissioner Shriver moved to approve the SIM grant MOU. Commissioner Bothell seconded the motion and the motion carried.

Ms. Brown presented Communities that Care contracts for Antonio Martinez and Kimberly Vialpando, who will assist Nancy Molina, at a cost of \$15.00 per hour, for 10 hours per week. Mr. Martinez and Ms. Vialpando are City of Monte Vista Recreation Department employees. Commissioner Bothell moved to approve the contracts. Commissioner Shriver seconded the motion and the motion carried.

Ms. Brown stated that she would like to hire someone to perform media work and to write grants for Communities that Care. She asked how the County's arrangement with Kristine Borchers was set up. Ms. Wisdom stated that Ms. Borchers was paid by the article.

Ms. Brown reported that license renewals were sent out the first of the year from Environmental Health. She said the Department is receiving more requests for permits for events in order to make sure that food vendors are safe. Additional staff may be needed during the summer.

Ms. Brown presented the San Luis Valley Public Health Partnership intergovernmental agreement. She explained that this is a five-year partnership to apply for grants and supply staff. There are no changes in this agreement. Commissioner Bothell moved to approve the agreement. Commissioner Shriver seconded the motion and the motion carried.

Ms. Brown reported that a funding think-tank will be held on February 7, 2018, hosted by the Colorado Department of Health and Environment. The discussion will include how to fund public health.

Ms. Brown reported that there will be a Board of Health meeting on March 9, 2018. The meeting will include an on-site wastewater treatment system regulation hearing. Commissioner Shriver suggested also discussing joining opioid lawsuits.

At 10:10 a.m., Ms. Wisdom presented end-of-the-month accounts payable vouchers and January 2018 payroll. She explained that the email sent to the Board did not include the period 13 vouchers; these are included in the vouchers packet. Ms. Wisdom stated that the check to RL Banks will not be sent out until questions were answered regarding the due diligence. Commissioner Shriver moved to approve the end-of-the-month vouchers and January payroll. Commissioner Bothell seconded the motion and the motion carried.

### January 2018 Mid-Month Vouchers

| VENDOR                                 | SERVICE  | AMOUNT       |
|--|--|--------------|
| BLR/Business & Legal Resources, LLC    | Fair Labor Standards Handbook                                | \$536.99     |
| Britt L Jardon                         | International Sportsman Expo - Meal/ Booth/ Mileage/ Lodging | \$1,247.04   |
| Brown's Septic Svc Inc.                | Rental Portable Restroom                                     | \$82.00      |
| Burriss and Sons Bucking Bulls, LLC    | Bull Riding School/South Fork Rodeo                          | \$1,900.00   |
| Business Solutions Leasing, Inc.       | Business Solutions Leasing                                   | \$86.10      |
| CARSE                                  | 2018 CARSE Membership Dues                                   | \$90.00      |
| Chavez Plumbing & Heating, LLC         | Labor Cleaned Sparkle  | \$156.00     |
| Colorado Airport Operators Association | Membership Fee   | \$50.00      |
| Colorado Counties                      | 2018 Capp Contribution                                       | \$2,835.68   |
| Colorado Counties                      | 2018 Capp Contribution                                       | \$107,359.84 |
| Colorado Counties Inc.                 | 2018 Dues  | \$13,500.00  |
| Colorado Counties Inc.                 | 2018 Public Land Dues  | \$958.00     |
| Conduent Business Solutions, LLC       | Support Software Maint                                       | \$25.00      |
| County Worker's                        | 2018 CWCP Contributions                                      | \$146.00     |
| County Worker's                        | 2018 CWCP Contribution                                       | \$92,185.00  |
| David Yoder                            | Remodeling of Administrator Office                           | \$3,600.00   |
| Del Norte Auto Supply                  | Inv Cont-058011/Acct 7048                                    | \$1,232.13   |
| District Attorney Office               | 1st Portion of 2018 Budget                                   | \$19,666.67  |
| Dwight Freeman                         | Meeting and Miles  | \$63.50      |
| Edifice Creative, LLC                  | Monthly Tourism Engine Use                                   | \$40.33      |
| Elevation Outdoors, LLC                | 1/2 Page Ad in Elevation Outdoors                            | \$770.00     |
| Endpoint DiREct, Inc.                  | Postage-Tax Notices  | \$3,800.00   |
| ESRI, Inc.                             | Arc GIS Desktop Annual Land Use                              | \$400.00     |
| Fuentes Auto Glass                     | 4 Windshields Installed                                      | \$950.00     |
| Grover Hathorn                         | Miles and Meeting  | \$63.50      |
| Ken's Service Center                   | Inv Cont-49129/Acc RGSO                                      | \$2,719.39   |
| Master Print & Web Design, Inc.        | Search Engine Optimization                                   | \$100.00     |
| MDS Waste & Recycle, Inc.              | January 2018   | \$143.00     |
| Miles Partnership, LLP                 | Colorado Tourism Office State Vacation Guide                 | \$7,472.00   |
| Mobile Record Shredders, LLC           | Inv Date 12282017 Mobile Shredder                            | \$24.00      |
| Monte Glass Shop                       | Windshield Labor Rate  | \$444.11     |

|                                |  |                     |
|--------------------------------|--|---------------------|
| Monte Vista Cooperative        | Propane Rental Tank  | \$165.88            |
| Pitney Bowes, Inc.             | Account #47385703  | \$5,000.00          |
| Rio Grande Canal Water         | 2018 Annual Assessment   | \$3,600.00          |
| S & S Distribution, Inc.       | Water  | \$40.00             |
| San Luis Valley TV Inc.        | 1st Quarter of 2018  | \$1,450.00          |
| South Fork Water And           | 54.00 X 4  | \$216.00            |
| Thyssenkrupp Elevator          | Elevator Contract  | \$821.44            |
| Torres Plumbing & Heating, LLC | Leak in Apod &Temp Install Parts From Bull Pen for Apod                        | \$427.50            |
| Total Office Solutions         | Capital Expenditures   | \$926.69            |
| Total Office Solutions         | Capital Expenditures   | \$386.97            |
| Tracker Software Corp. Inc.    | Pubworks Support & Service for Year 2018                                       | \$1,798.00          |
| Upper Rio Grande EDC           | URF EDC Economic Development Program   | \$15,000.00         |
| Valley Courier                 | Ad for Jail  | \$310.25            |
| Valley Lock and Security, Inc. | Quarterly Monitoring 2017  | \$105.00            |
| Valley Publishing              | Seeks Engineering Services   | \$12.00             |
| Valuwest, Inc.                 | Commercial Reappraisal Pmt   | \$3,000.00          |
| Waste Management-              | Waste Management   | \$220.82            |
| Wesley O'Rourke                | Miles and Meeting  | \$63.50             |
| WSB Computer Services          | Gsuite Basic Yearly  | \$3,700.00          |
| Lockton Companies, LLC         | Airport Liability Insurance/Nicholas Davies, Cpcu, Caip/Old Republic Aerospace | \$1,490.00          |
| <b>TOTAL</b>                   |  | <b>\$301,380.33</b> |

### January 2018 End-of-Month Vouchers

| VENDOR                          | SERVICE                                     | AMOUNT      |
|---------------------------------|---|-------------|
| A&M Windows and Doors, LLC      | Aluminum Flashing at Museum                 | \$1,400.00  |
| Alamosa Co Nursing Svc          | Environmental Health Services 2018          | \$6,234.00  |
| Alamosa Co Nursing Svc          | Tst Placement and Read - TB Case - Am1/9/18 | \$15.00     |
| Alamosa Co Nursing Svc          | SLV BOCC Dues                               | \$400.00    |
| Alamosa County                  | January Rent/ Copies                        | \$326.62    |
| Alta Fuels, LLC                 | Acct# 1935                                  | \$14,233.40 |
| Alta Fuels, LLC                 | Acct# 1935                                  | \$2,315.73  |
| Bryan Christensen               | Mileage and Board Stipend                   | \$60.35     |
| Business Solutions Leasing, Inc | Lease Agreement 101-1260978-000             | \$86.10     |
| CenturyLink                     | Acct# 72809885                              | \$0.12      |
| CenturyLink                     | 7198524781                                  | \$414.79    |
| CenturyLink                     | 7196573454                                  | \$59.32     |
| CenturyLink                     | 7198735588                                  | \$52.56     |
| Chris Ortiz                     | Mileage 613                                 | \$275.85    |
| Ciello Powered by SLVREC        | Acct#7000758500                             | \$97.75     |
| Ciello Powered by SLVREC        | Acct# 7000751300                            | \$580.94    |
| Ciello Powered by SLVREC        | Acct# 7000751200                            | \$526.17    |
| Ciello Powered by SLVREC        | Acct#7000708800                             | \$59.95     |

|  |   |              |
|--|---|--------------|
| Co Children's Immunization Coalition   | Registration for Training for Paul      | \$160.00     |
| Colo County Treasurer's                | Annual Dues                             | \$400.00     |
| Colo Public Trustee Assoc              | Annual Dues                             | \$200.00     |
| Colorado Crushing, Inc                 | Base and Asphalt                        | \$192,500.00 |
| Conduent Business Solutions, LLC       | Monthly Comp Services                   | \$2,624.96   |
| Conduent Business Solutions, LLC       | Track Search                            | \$25.00      |
| Cynthia Ford                           | Mileage and Supplies                    | \$368.47     |
| Cynthia Ford                           | Coordinator Salary                      | \$1,650.00   |
|  | Mileage and General Operating Supplies  |              |
| Cynthia Ford                           | Workplan                                | \$475.55     |
| Cynthia Ford                           | Coordinator Salary                      | \$960.00     |
| David Yoder                            | Remodeling of Administrator Office      | \$1,189.50   |
| David Yoder                            | Shelving in File Room                   | \$600.00     |
|  | 59 X 41 1/2 Double Crank Out Low Argon  |              |
| David Yoder                            | Window and Labor                        | \$925.00     |
| Del Norte Auto Supply                  | A34 - Rear Main Seal                    | \$37.31      |
| Dianne Koshak                          | Mileage                                 | \$87.30      |
| DiRECT TV                              | Acct# 045235405                         | \$170.98     |
| Dixie Diltz                            | Miles to Meeting                        | \$22.50      |
| Doug Cooper                            | Miles and Board Stipend                 | \$52.07      |
|  | Cust# 925/Replacement Board and Battery |              |
| Eaton Sales & Services, LLC            | for Tank Overfill Alarm Control Box     | \$151.68     |
| Emily Brown                            | Mileage                                 | \$182.69     |
| First Bankcard                         | International Sportsmen/Denver          | \$189.40     |
|  | Acct#4804079969931595/2016 Shsg Proj1   |              |
| First Bankcard                         | Line3/M&A Line2                         | \$9,455.23   |
| Gobins, Inc                            | Acct# 21609                             | \$33.59      |
| Gobins, Inc                            | Maintenance for Copier                  | \$459.38     |
| Gobins, Inc                            | Cust# 1359-01/Acct# 13756               | \$116.02     |
| Gobins, Inc                            | Acct# 21611                             | \$33.08      |
| Gobins, Inc                            | Cust# 13756                             | \$182.93     |
| Great America Financial                | Agreement# 02510709470000               | \$349.13     |
| Great America Financial                | Lease Agreement#0150875950000           | \$452.00     |
| Great America Financial                | Agreement# 0160939369000                | \$136.17     |
| Haynie's Inc.                          | Reparis/Tools/Shop/ Sign                | \$904.24     |
| Ida Salazar                            | Mileage                                 | \$288.00     |
| Industrial & Farm Supply               | Dust Plug/Dust Cap                      | \$22.94      |
| International Assoc. of Assessing Off. | Membership                              | \$125.00     |
| Jack Rudder                            | Dues                                    | \$55.00      |
| Jack Rudder                            | Motel for Training                      | \$240.00     |
| James Clare                            | Mileage and Board Stipend               | \$52.25      |
| Jean Borrego                           | Travel to Meetings                      | \$222.30     |
| Jean Borrego                           | Coordinator Salary                      | \$5,000.00   |
| Jean Borrego                           | Verizon                                 | \$128.50     |
| Ken's Service Center                   | Vehicle Repair/Maintenance              | \$91.64      |
| Lenco West, Inc                        | O Ring, Grinding Wheel, Hydraulics      | \$59.54      |
| Leroy A Romero                         | Monthly Cleaning                        | \$150.00     |

|                               |  |                     |
|-------------------------------|--|---------------------|
| Mark Mueller                  | Mileage and Board Stipend  | \$56.30             |
| Marshall&Swift/Boeckh, LLC    | Software & Books   | \$744.20            |
| Matco Tools                   | Circuit Tester   | \$59.40             |
| Meadow Gold Dairies, Inc      | Inv Cont 810000210   | \$384.54            |
| Mike Schaefer                 | Mileage and Board Stipend  | \$56.30             |
| Monte Vista Cooperative       | Inv Cont - 72890 74181/Acct# 4531231   | \$269.37            |
| Nancy Molina                  | Mileage and Per Diem   | \$73.09             |
| Parts Plus of New Mexico, Inc | Acct# 13016/Hub Pilot  | \$132.93            |
| Paul Wertz                    | Mileage  | \$53.55             |
| Peggy J Kern                  | Mileage  | \$9.00              |
| Pro Com                       | Pre-Employment   | \$37.00             |
| Pro Com                       | Annual Fee   | \$44.00             |
| R.L. Banks & Associates, Inc  | Denver and Rio Grande Study  | \$8,336.52          |
| Rock Water Management, LLC    | January Rent   | \$450.00            |
| Rogers Family Mortuary, Inc   | Transport  | \$700.00            |
| S & S Distribution, Inc       | Water Delivery   | \$31.00             |
| S & S Distribution, Inc       | Water  | \$33.40             |
| Shamrock Foods Company        | Inv Cont - 10769222/Acct# 86268  | \$1,687.42          |
| Shoreland                     | Travel Software - Travax/Year Renewal for 2018   | \$975.00            |
| SLV Auto Repair, LLC          | A-34 Transmission  | \$3,620.75          |
| SLV Hazardous Substance       | 2018 Award (Request for \$1900)  | \$1,185.00          |
| SLV REC                       | Sf-4699010705/Dn-759843705   | \$185.00            |
| SLV REC                       | Acct# 4705001905   | \$97.00             |
| Staples Business              | Office Supplies  | \$260.77            |
| Tom Haefeli                   | Mileage and Board Stipend  | \$66.20             |
| Top Value                     | MSHA Training  | \$49.70             |
| Total Office Solutions        | Inv Cont - 0297168   | \$203.86            |
| Total Office Solutions        | Account 13756  | \$183.58            |
| Town and Country              | 2018 Dodge Caravan 152358  | \$23,578.99         |
| Valuwest,Inc                  | Commercial Reappraisal Pmt   | \$3,000.00          |
| Wagner Equipment              | Inv Cont- P03R0144751, Po3C056626, Po3C0456699, Po3C0456700, S03W0836664, S03W0836849, P00c2031307, P00c2031308, Po3C0456790 | \$6,572.36          |
| Wex Bank                      | Acct# 040600819102-5   | \$370.93            |
| William F. Dunn               | Legal Fees   | \$700.34            |
| WSB Computer Services         | Maintenance Agreement  | \$2,500.00          |
| WSB Computer Services         | Apc Backup Battery   | \$114.60            |
| <b>TOTAL</b>                  |  | <b>\$305,490.10</b> |

### January 2018 Payroll

|                  |              |
|------------------|--------------|
| County General:  | \$206,372.11 |
| Road and Bridge: | \$ 79,317.83 |
| Social Services: | \$119,959.72 |
| Airport:         | \$ 1,061.99  |
| Weed District:   | \$ 3,677.38  |
| Public Health:   | \$ 19,806.77 |

**TOTAL:                   \$430,195.80**

Ms. Wisdom reported that federal wires will go out on February 1, 2018. County Treasurer Peggy Kern stated that sales tax will be distributed on February 1, 2018, as well.

Ms. Wisdom showed the Board a new County map provided by Pete Magee.

Ms. Wisdom presented a letter from the County to Congress regarding electronic logging devices. Commissioner Shriver moved to sign the letter because the County's economic base is dependent on trucking. Commissioner Bothell seconded the motion and the motion carried. The letter was signed.

Ms. Wisdom presented the Archuleta County/Rio Grande County prisoner housing agreement. The cost to house Archuleta County prisoners in the Rio Grande County jail is \$54.00 per day per prisoner. Commissioner Bothell moved to sign the agreement. Commissioner Shriver seconded the motion, stating that she is not opposed to the agreement. She asked if the cost per day per prisoner covers expenses. Commissioner Bothell stated that the Department of Corrections pays the same amount. Commissioner Shriver asked if the cost should be \$118.00 per prisoner per day, as that is a current bill being proposed at the State legislature. Commissioner Bothell stated that she researched the costs and determined that \$54.00 is the appropriate amount. Ms. Wisdom suggested that more discussion is needed, noting that the lease payment on the jail should be included as part of the costs. Commissioner Shriver stated that all costs should be covered. She asked how long a prisoner from Archuleta County could be held in Rio Grande County. Ms. Wisdom said a prisoner could be held for a year. Commissioner Shriver recommended that an in-depth evaluation be conducted by the Sheriff's Office.

At 10:32 a.m., County Clerk and Recorder Cindy Hill, County Treasurer Peggy Kern, and County Assessor J.J. Mondragon were present to discuss a salary increase for elected officials. Commissioner Bothell explained that a cost of living raise will be given to elected officials every two years; there are two raises in a four-year term. But the raises are not actually given until the official is re-elected. Commissioner Shriver stated that the argument is that the County budget precludes the raises from moving forward. She said that in the past she felt the other elected officials deserved a raise, but all elected officials' raises are tied together. The BOCC could not be separated from other elected officials. The last time a raise was offered, the Board at the time felt it was self-serving to increase the Commissioners' salaries. Commissioner Shriver acknowledged that the other elected officials are falling behind in what they make.

Ms. Hill asked if this is a new bill or if this is an explanation of the last bill. Commissioner Bothell explained that a bill could be run for specific counties. Commissioner Shriver added that the legislature needs to know as soon as possible, so that the County could be considered. She explained that Rio Grande County is class 4, and this year it can choose to raise salaries 10, 20, or 30 percent. Ms. Hill clarified that this is not a new law, but is part of the previous bill. Commissioner Shriver stated that counties that did not participate in the increases in 2016, now have the opportunity to participate. She said that Costilla, Conejos, Saguache, Mineral, and Chaffee Counties are now looking at participating in this 2018 bill. She added that Alamosa County may apply for an additional 30 percent increase.

A memo from Eric Bergman, CCI Policy Director, explained the salary adjustments and cost of living adjustments. The memo states that the issue is complicated because of a State statute preventing an elected official from receiving raises while in office.

### Salary Adjustments

County commissioners...sworn in in January 2017 will receive a raise ranging from 0 percent to 30 percent, depending on what subcategory the county was put in through last year's HB16-1367. Counties in subcategory D will receive no raise next year; counties in subcategory C will receive 10 percent raises; counties in subcategory B will receive 20 percent increases; and counties in subcategory A (the statutory default established in SB 288) will receive 30 percent increases. Commissioners who are currently in office but are not up for election this November will not receive a raise next January. They must wait until their next term for their salary increase to kick in, pursuant to the language in the state constitution.

### Cost of Living Adjustments

In order to establish regular, incremental salary adjustments going forward, SB 288 also contained a provision to make periodic salary adjustments for county elected officials based on the consumer price index (CPI) for Denver-Boulder-Greeley. These CPI adjustments re determined by Legislative Council staff and will be made beginning in late 2017 (and every two years thereafter), meaning that county commissioners elected this fall will not see a CPI adjustment until January 2021 (assuming they are reelected). Commissioners (and the other county elected officials) elected in 2018 will receive both a salary adjustment (of 0 percent to 30 percent) and a CPI adjustment when they are sworn in January of 2019, but will not receive any additional CPI adjustments unless they are reelected in 2022 (again, owing to the constitutional prohibition on getting a raise while in office).

Ms. Kern stated that it is good that this issue is being addressed. She said that County employees should not have to spend their last working years with no salary increase. She also said that salaries should be controlled locally, but that it is important that the legislature set State-wide salaries. Ms. Kern said she wished that elected officials had the same opportunities for salary increases as County employees have. She said her take-home pay has been less over the last 10 years due to increased withholding and health insurance costs. She also said that she wants to make sure that future elected officials have it better.

Ms. Kern said that it would better to have the legislature set base salaries and then leave control to the individual counties. However, since this is not an option, she said it is important that the percentage increase for elected officials' salaries that is chosen is sustainable for the next few years. Ms. Hill added that there is a great deal of misunderstanding about how the increases will be given. She stated that the increases do not go into effect until after the election. She said that the County Clerk's Association worked hard to obtain a salary increase for elected officials. Ms. Kern stated that people do not like elected officials. Yet, elected officials have huge responsibilities and are compensated at lower levels.

Ms. Hill stated that a 10 percent increase was agreed on in 2016, then the BOCC decided it would not accept a salary increase. Other elected officials had to read about this decision in the BOCC minutes. She noted that the increase would have allowed Commissioners Bothell and Glover to receive the increase. Commissioner Shriver explained that the decision was made at the time the annual budget was being drafted and the numbers did not look good. Ms. Mondragon said that elected officials should have been told about the decision, rather than reading the decision in the BOCC minutes. Ms. Kern noted that the increase would not have gone into effect until now. Commissioner Shriver acknowledged that the decision could have been handled better and the issue can be rectified with the decision made today.

Ms. Hill said she is glad to have the salary, but noted that her take-home pay is less because of health insurance costs. Ms. Kern said that the question with this bill is the cost of living increase and the overall increase. She stated again that the State should set base salaries and then the salaries should be managed by the counties. Commissioner Shriver suggested that Ms. Kern testify before the legislature.

Commissioner Bothell stated that she did not want the perception that elected officials are getting more. Ms. Kern said that it is not right that a new elected official will receive 10 to 30 percent more in salary on his or her first day, than the person who left the position. Commissioner Shriver stated that the new model is confusing.

Ms. Hill recommended that the 10 percent increase is the most conservative and would be the best solution. Chairman Glover said that there has been no increase since 2010, and asked how far behind the elected officials' salaries are. He said the County needs to get to a place where it is best for its future. Ms. Hill clarified that the law went into effect for those elected in 2008, but that was only for one commissioner. The rest of the elected officials got their raises in 2010. Ms. Kern recommended that the County not "play catch-up" for new people. Commissioner Bothell asked how long it would be before the raises could be given. Ms. Kern stated that the amount of the increase is less important than the fact that there is an increase. She noted that Rio Grande County will never be the same as larger counties. Ms. Hill said it would be a major change to change the way elected officials' salaries are managed to conform to Ms. Kern's recommendation.

Ms. Hill asked the Board to clarify the question being asked. Commissioner Shriver stated that the question is whether or not Rio Grande County wants to participate in this bill and at what level the elected officials' salaries should be increased. She reported that Saguache County is moving to the second highest salary increase. Ms. Hill said the County needs to be realistic about its resources. Commissioner Bothell reported that a level B increase would cost \$105,997.00 overall; the highest level increase would cost \$147,069.00. She noted that there is currently a cost of living increase every time an elected official is elected. She explained that the numbers are based on the Consumer Price Index for Denver, Boulder, and Greeley. Commissioner Shriver said there was not much time to make the original decision and that it was confusing. Ms. Hill stated that the original bill allowed counties to go back to the legislature to change their original decisions.

Commissioner Shriver asked if the elected officials and the Board want to participate in the bill. Ms. Wisdom stated that elected officials are the County's leaders and the County needs to be able to attract the best candidates. She said that low salaries will not attract candidates with appropriate skills. She said that the salary increase would cost the County more money, but recommended that the Board seriously consider the question. She noted that increases have been given to other employees, and that this is an opportunity for elected officials' salaries to reach the level where they should be. Ms. Wisdom recommended a level B increase.

Commissioner Bothell stated that the minimum wage requirements means that all employees receive an increase. She said there is a disparity in pay for top employees. Ms. Wisdom cautioned about the fact that there will be "blow back" regarding the increases during the election. Ms. Hill stated that the other side of the question is that people see the salaries of the elected officials and decide to run for office based on elected officials' salaries. She noted that the minimum requirements for serving in office do not make sense, based on the responsibilities associated with each job. Ms. Kern stated that the elected officials in Rio Grande County are

working, rather than being “ornaments,” as they are in some other counties. Ms. Mondragon stated that people are not being nice about current tax assessments.

Ms. Hill stated that she would like to have a raise, and asked if the County could sustain it. Ms. Kern recommended erring on the conservative side, and Ms. Hill agreed. Commissioner Bothell stated that the level B raise would cost \$105,000.00 and recommended that this be the requested increase. Commissioner Shriver asked if the consensus is to put in for the bill. Commissioner Bothell asked at what level the increase should be. The consensus of those present was to put in for the bill. Ms. Mondragon said she was happy with the BOCC, and asked if the County could handle the level B increase. Ms. Wisdom explained that the County would have to eliminate some other expenses in order to afford the increase. Commissioner Bothell stated that the level C increase would cost \$77,900.00 overall. The consensus of the elected officials was to seek approval of the level C salary increase (10 percent) in the 2018 salary bill.

Commissioner Bothell expressed concern about the elected officials’ deputies’ salaries being close to the in-command salaries. Ms. Kern stated that this can be managed by using the wage and pay scale. Commissioner Bothell expressed concern that the opportunity to increase elected officials’ salaries will not happen again. Ms. Mondragon stated that the level C increase is best; she said she wants to keep her employees and resources.

Commissioner Shriver moved that the County submit its name for inclusion in adjusted bill SB-18-288, and participate at level C. Commissioner Bothell seconded the motion and the motion carried. Commissioner Shriver abstained from voting because it is a conflict of interest. Commissioner Bothell and Chairman Glover voted “aye,” and the motion carried.

At 11:25 a.m., County Assessor J.J. Mondragon was present to update the Board. She reported that there would be no tax abatement hearing with Sterling Property Tax Specialists, Inc., which represents Bank Midwest NA. An agreement with Sterling was reached based on the advice of Valuewest. The County and Sterling agreed to the valuation from 2013-2014, in the amount of \$5,922.60 plus interest (the County asked that the interest be waived but the request was denied). Ms. Mondragon explained that there was no question about the settlement, because the 2017-18 values are lower. Commissioner Shriver moved to approve the settlement. Commissioner Bothell seconded the motion and the motion carried.

Commissioner Bothell told Ms. Mondragon that pictometry is not worth it. Ms. Mondragon said the Assessor’s Office does not have the funds for this.

At 11:30 a.m. Ms. Wisdom presented a resolution supporting the reauthorization of the Colorado 2018 lottery, which funds GOCO. Commissioner Shriver moved to approve the resolution. Commissioner Bothell seconded the motion and the motion carried. Book 589 Page 1353

Ms. Wisdom reported that Deputy Brandon Heredia could be available to conduct VIN inspections on his days off, if he is interested. She said that the fee schedule and rate for this work will be discussed with County Clerk and Recorder Cindy Hill, and will be done in the next week or so. Commissioner Shriver reported that Ms. Wisdom is now responsible for the administration of courthouse security (the Sheriff does not supervise courthouse security staff). Commissioner Bothell noted that Deputy Heredia may not be able to conduct VIN inspections in uniform or while he is at work. Ms. Wisdom said that he would be hired as a 1099 employee and paid with a separate check. Commissioner Shriver recommended that Ms. Wisdom work with Ms. Hill on these details.

Ms. Wisdom reported that a water pipe broke at the Rio Grande Museum on Thursday, January 25, 2018. CTSI has been notified and the insurance adjuster has visited. Ms. Wisdom reported that the carpet needs to be cleaned and dehumidified. She stated that everyone did a great job moving the flooded items. The Road and Bridge Department took items to its shop to dry. The insurance adjuster recommended that the items be sorted in terms of which can be repaired and which are ruined beyond saving. Photos need to be taken and the value of items needs to be established. Commissioner Bothell asked how quickly this has to be done, and Ms. Wisdom said it should be complete in the next two weeks. Ms. Wisdom asked if someone could be hired to do the evaluations. She asked if a work session about this is needed. Commissioner Shriver noted that the items in the Museum are County property and recommended that the BOCC help where possible. Several names were suggested to provide assistance in conducting the evaluations. Ms. Wisdom stated that a point person is needed for this project because she cannot take it on herself. Chairman Glover suggested contacting the people to help and setting up a schedule. Ms. Wisdom reported that she has the name of a restorer and that Museum Director Louise Colville probably has others.

Chairman Glover reported that another problem discovered because of the flooding is ants. Commissioner Shriver suggested discussing this issue in depth later in the meeting. Ms. Wisdom stated that the process needs to begin now. Shelving possibilities were discussed, as was possible tile damage. Chairman Glover said damage could be evaluated after the tile is warm and dry. The Board discussed replacing the tile, if necessary.

Ms. Wisdom reported that the harassment policy has not been worked on. The consensus of the Board was to table the policy for the time being. Ms. Wisdom reported that the procedure to purchase County vehicles has been developed so that all future purchases are handled appropriately and consistently.

Ms. Wisdom reported receiving a 404 application from the Army Corps of Engineers to construct the riverfront park in Del Norte. Concerns need to be submitted by February 9, 2018. Commissioner Shriver noted that the County purchased rock for the river bed in 2016.

Ms. Wisdom presented a letter from Action 22, which is attempting to start again. There is a trip scheduled for February 1 through 2, 2018, to the legislature to conduct discussions with elected and appointed officials. Ms. Wisdom noted that the County has joined Action 22 in the past. The dues are \$750.00 per year. Commissioner Shriver stated that the County joined Certified Development Finance Association rather than Action 22 for 2018.

Ms. Wisdom reported that the San Luis Valley Hazardous Substance Board billed the County in the amount of \$1,900.00 for hazmat services. The 2018 County budget allotted \$1,185.00 for these services. Commissioner Bothell stated that the Board is a cooperative Valley effort to help clean up hazardous spills. She asked if the Board should approve paying the difference in the invoice amount and the budgeted amount. Commissioner Bothell moved to approve paying the \$1,900.00 invoice. Commissioner Shriver seconded the motion and the motion carried.

Commissioner Shriver reported that according the information from the San Luis Valley Commissioners Association, \$18 million is spent on law enforcement in the Valley. She suggested that subcommittees be set up to discuss jails, recruitment and retention, drug thefts, working with the District Attorney, etc. She stated that the Board might want to talk with Sheriff Brian Norton. Ms. Wisdom asked how many inmates who keep coming back to jail are homeless. She asked how homelessness affects inmates. She stated that a Chicago hospital is paying rent for its "frequent flyers," and asked if there was a way to find homes and resources

for homeless inmates. Commissioner Shriver suggested talking with La Puente. Chairman Glover noted that the big problem is in Denver, and said that there needs to be a program in which everyone can participate. He said the subcommittee idea is a good one. Commissioner Shriver suggested including Commissioner Bothell and Sheriff Norton, because they missed the discussion at the SLV Commissioners Association meeting.

At 12:01 p.m., Commissioner Bothell moved to adjourn for lunch. Commissioner Shriver seconded the motion and the motion carried. The meeting was adjourned.

At 1:34 p.m., the meeting reconvened. Dixie Diltz, Land Use Department, and Sam Wickey were present to discuss an amendment in zoning. Ms. Diltz explained that the application requests a change in the zoning of five acres of property at 8962 South County Road 3 East, Monte Vista, from rural residential to agricultural estate. She said there will also be a conditional use request to operate a workshop. The zoning change application was published in the Monte Vista Journal on December 13, 2017. Neighbors were notified on December 4, 2017. No comments were received. Ms. Diltz reported that this property is surrounded by agricultural ranch and agricultural estate property. She stated that the five acres in question could, by definition in the Rio Grande code book, be zoned as either rural residential or agricultural estate. Ms. Diltz reported that the Planning and Zoning Commission approved the change in zoning in order to unify the area. Commissioner Shriver moved to approve the change in zoning on five acres from rural residential to agricultural estate. Commissioner Bothell seconded the motion and the motion carried. Book 589 Page 912

Ms. Diltz presented the conditional use application from Mr. Wickey to construct a workshop to build countertops and shower floors. The area that the conditional use will occupy is 300 feet by 150 feet. Ms. Diltz reported that the Planning and Zoning Commission approved the application with the contingency that a legal survey be conducted.

Ms. Diltz reported that the application was published in the newspaper on December 13, 2017, and neighbors were notified on December 4, 2017. No comments were received. Ms. Diltz stated that the Planning and Zoning Commission reviewed the production operation and how waste will be removed. She stated that an increase in traffic will be minimal and there will be no trucks. The materials are delivered by UPS, and the final product can be transported in a pickup. Commissioner Bothell moved to approve the conditional use permit. Commissioner Shriver seconded the motion and the motion carried.

Mr. Wickey reported that countertops will be made from cultured granite and cultured marble. Ms. Diltz said that Mr. Wickey should provide the land improvement survey as soon as possible, so that it can be recorded in the Clerk and Recorder's Office. She also noted that the workshop will not be able to be sold separately.

At 1:45 p.m., Dixie Diltz, Land Use Department, and Wayne and Sharon Nash were present to discuss an exempt division of land. Ms. Diltz reported that the Nashes want to divide 2.027 acres from 200 acres. The property is located at 8934 West County Road 7 North, in Del Norte. The Nashes have lived on this property since 1979. Ms. Diltz reported that neighbors were notified on December 13, 2017. She said that publication in the newspaper was not required. On January 4, 2018, Keith Shuett reviewed the application in the Land Use Office. He had no comments for or against the application. Ms. Diltz said that there were no other comments.

Ms. Diltz reported that the Planning and Zoning Commission approved the application with the condition that a legal survey be conducted and that the survey dedicates the easement on the

driveway for other residents. Ms. Diltz has discussed this with the surveyor, and will make certain that the easement is shown on the survey. Commissioner Shriver asked if this would be a one-time division of land. Ms. Diltz said it would be, noting that the divided property could be rejoined with the larger property at a later date if the owners wish. Ms. Diltz asked that the survey be submitted as soon as possible in order to get it recorded. Commissioner Shriver moved to approve the exempt division of land with the contingencies. Commissioner Bothell seconded the motion and the motion carried. [Book Page](#)

At 1:55 p.m., Commissioner Bothell reported that a bus route is being planned that will run from Alamosa to Pueblo. The Bustang Bus Service has requested suggestions for the best stops along the route. She also asked if an intergovernmental agreement is required. She said there will be meetings about the bus service on February 8, 13, and 23, 2018, and noted that a stop in Monte Vista would be nice. The Board agreed to meet on February 23, 2018, at 1:30 p.m., in the Commissioners' chambers; Commissioner Bothell will respond.

At 2:05 p.m., the discussion about the Museum continued. Commissioner Shriver and Commissioner Bothell agreed that Ms. Colville be asked about who could help with evaluations and valuations of items. Ms. Wisdom stressed that this process must start immediately. She also asked how much Ms. Colville could participate after her surgery. Commissioner Shriver said she would call Ms. Colville.

Commissioner Shriver said that a plumber is needed because the Maintenance Department said that the main water line broke. She reported that Patrick Sullivan, Road and Bridge Department, believed that the pipe broke because it flexed when the Town of Del Norte turned off the water. Chairman Glover asked why the water line was run above the electrical board. He said this should be inspected before the wall is closed. He asked if the computer was ruined. Ms. Wisdom said that the computer's outlet was bad, according to WSB Computer Services. She said new surge protectors are needed. Chairman Glover suggested that the electrical line be rerouted and the outlets in the front of the Museum be redone. He said that extension cords should not be used. Commissioner Shriver agreed that the electrical system at the Museum is not good and noted that the outlets are spread out; more are needed down the hall.

Commissioner Bothell suggested replacing copper pipes with Pex pipe because it flexes better and lasts longer. Chairman Glover said that a plumber needs to be hired, and Ms. Wisdom asked if bids would be required. Chairman Glover and Commissioner Shriver agreed that bids would be needed. Chairman Glover suggested having the plumbers (Aardvark, Jaho, Vendola, and Hussman) meet at the Museum. He asked if the pipe was leaking on the back wall.

Office Assistant Bobbie Hatton joined the meeting to report that the Museum Assistant was stopped by someone who heard the alarm at the Museum and reported it to the Sheriff after it did not stop. There was no response from the Sheriff. Because the internet was down due to the flood, Valley Lock and Security was also not notified until today. The day after the flood, a repair person went to the Museum to install a window and heard the alarm. Ms. Wisdom asked how the information about the flood was sent to Ms. Colville's telephone, and noted that the system needs to be reviewed. Commissioner Bothell asked if the Museum has a land line. Ms. Wisdom said that a protocol for who should be called in an emergency should be established.

Commissioner Shriver reported that the Board continues to discuss the possibility of hiring a handyman for various repairs. She suggested that a request for proposal might be needed.

The Board placed a call to Hart of the Valley, owned by Lewis and Melissa Hart. Commissioner Shriver asked Ms. Hart about Mr. Hart's contract with the Monte Vista Co-op, and also asked if Mr. Hart is interested in this type of work. Ms. Hart reported that as Mr. Hart worked for the Co-op, the scope of work increased and became too much because it overtook his other jobs. Commissioner Shriver said that the County has needs for occasional carpentry and plumbing jobs. Commissioner Bothell added that painting is sometimes needed. Ms. Wisdom said that faucets need to be replaced at the jail occasionally. Commissioner Shriver estimated that work would be needed one to two days per month, and Ms. Wisdom added that the arrangement would be an on-call arrangement. Ms. Hart asked what the salary would be, and Chairman Glover stated that no salary has been discussed yet. Chairman Glover said it might be on a per job basis, with no contract. Commissioner Shriver suggested an hourly rate plus mileage. Ms. Hart stated that Mr. Hart charges \$80.00 per hour, from the time he leaves his home, arrives at the job, and returns home. Commissioner Shriver clarified that there is no trip charge. Ms. Hart said the charges are combined, and noted that Mr. Hart has the tools to complete any job. Ms. Hart asked who would purchase supplies in the case of an emergency. Chairman Glover said he is not opposed to Mr. Hart purchasing materials and invoicing the County for them. Ms. Hart asked if the County has accounts with various suppliers. Chairman Glover said it would be easier for Mr. Hart to buy supplies, and Ms. Hart said that Mr. Hart can state that the purchase is tax exempt. Ms. Wisdom explained that the County pays its invoices twice per month. Commissioner Shriver suggested setting up a structure so that calls to Mr. Hart are made by one person.

Ms. Hart stressed that Mr. Hart cannot work for the County five days per week. Commissioner Shriver asked if the Board can draft a contract with Mr. Hart or if other bids should be sought. Chairman Glover suggested drafting a contract with a flat fee rate. Ms. Hart said she would talk with Mr. Hart and speak with the Board on Monday, February 5, 2018. Commissioner Shriver asked if Hart of the Valley carries liability insurance and Ms. Hart said it does. Ms. Hart will speak to the insurance company. Commissioner Shriver will draft the contract.

At 3:00 p.m., Patrick Sullivan, Road and Bridge Department, Mark Ulrich, Kevin Larimore, Bob Munsey, Tony Dinger, Bernadette Martinez, Annette Archuleta, Lawrence Gallegos, and Ramona Dordon, Town of Del Norte, and Chris Burr and Angie Velasquez, Del Norte School, were present to discuss the new school. Chairman Glover stated that the paving of French Street is a concern.

Mr. Burr reported that NV5 Construction Company is planning the new school, which will be built on the current football field and the area behind it. There will be two entrances, the main one being on French Street and the secondary one being on Frisco Creek Drive. Needs for turn lanes and the Del Norte Fire Department are being determined. There is no official design at this time. Mr. Burr said the design will be complete in mid-March. Commissioner Shriver asked if the traffic count around the school will change. Mr. Burr said that traffic will move from the center of town to French Street, and noted that there is not much traffic on Oak Street or 11th Street, now. There may be a slight increase.

Mr. Ulrich asked if it is a concern that the fire department will be so close to the school. Mr. Burr said that he will speak to the fire department, which will use French Street to access Highway 160 to get out of town.

Commissioner Bothell asked if there is a significant cost to create entrances off the roads. She also asked if these costs were included in the grant. Mr. Burr said the entrance is not a significant cost and it is included in the grant. The French Street entrance will be a higher cost.

Mr. Sullivan stated that the main improvements to streets will be completed by the Town of Del Norte, and asked what is in the grant process to change the scope of the street. Mr. Burr explained that funds for the beautification of the school and the road are included in the grant. Chairman Glover asked if the school would apply for a Secure Routes to School grant. Mr. Burr said the school will apply in the next grant cycle. The maximum amount this grant will award is \$350,000.00. Mr. Burr said an estimate for costs of the sidewalks will be needed. He said that the entrance will be directly across from the football field.

Commissioner Shriver asked if all the school property will be within the city limits. She also asked if any land would have to be annexed. Mr. Burr said that the entire property would be annexed by the Town of Del Norte. Commissioner Bothell asked if Frisco Creek Drive would be paved and if this cost is included in the grant. Mr. Burr said that Frisco Creek Drive is not planned to be paved, even with the secondary entrance being placed on that street. However, Mr. Burr said he would like to see this street paved. Mr. Sullivan stated that Frisco Creek Drive is within the jurisdiction of the town. Ms. Martinez asked how many entrances there would be, and Mr. Burr reiterated that one entrance would be on French Street and one would be on Frisco Creek Drive. Ms. Martinez stated that French Street will need to be widened with the turn lane. Mr. Larimore added that a traffic study, including foot traffic, will help determine what is needed. Mr. Burr noted that students are bussed to High Valley Community Center.

Mr. Dinger asked where the transportation building would be located. Mr. Burr said it would stay in its current location. Ms. Martinez asked if the bus loop would be gated when not in use. Mr. Burr said there would be signs stating "For Bus Traffic Only." He added that there is no advantage for parents to use that area. Commissioner Bothell asked if the school area would be fenced, and Mr. Burr said only the back of the school would be fenced.

Commissioner Shriver asked how the County can assist in the process of building the school. Mr. Burr said the school's footprint will stay the same as what is shown on the map he distributed, although there will be some changes. He said that the biggest concern is what will happen to French Street, noting that the load the street will bear during construction will not help the street. He said there needs to be a plan for what the school and the County can do together, and he said that the Del Norte Fire Department needs to be included, as well. Mr. Burr reported that the fire department is obtaining some grants, and asked if some of these funds can be used to pave French Street. He also asked if a sidewalk could be built to Highway 160 and to 6<sup>th</sup> Street. Mr. Burr said he would do all he can to obtain additional funds. He stated he wants to work together to improve French Street and possibly pave Frisco Creek Drive.

Mr. Burr showed a map of the property, which includes a community park (the school maintains the grass in the park) and a walking track, which is not well maintained. Mr. Burr said the walking track will be extended. He noted there might be an opportunity to apply for a GOCO grant for fencing and beautification of the drainage area. He said it might be possible to pave Frisco Creek Drive to the site of the bonfire.

Concern was expressed that the traffic and the number of student will increase on French Street and there are no sidewalks. Mr. Burr agreed and said that many students are bussed to school now, including students who live in town.

Ms. Martinez asked if there was a large enough easement to accommodate turn lanes and sidewalks. Mr. Burr said the easements are owned by the school and there should be enough room for sidewalks. Commissioner Shriver asked if students bike to school, and Mr. Burr said

that not many do. Commissioner Shriver stated that there might be more bicycles on Frisco Creek Drive.

Mr. Sullivan reported that a traffic study was done on County Road 13 above French Street. He said that the town needs to evaluate if a turn lane is needed. Mr. Burr said that traffic would be highest at 8:00 a.m., and at 4:00 P.m. The school has been planned so that the most traffic will be in the 7<sup>th</sup> through 12<sup>th</sup> grade area. The intention is to keep the Frisco Creek Drive entrance gated so that people are forced to use the French Street entrance. Mr. Burr stated that there are options for secondary parking, based on the way people park for big events.

Ms. Archuleta asked when the Secure Routes to School grant cycle is. Mr. Burr explained that it is in May, adding that the GOCO and Tiger grant cycles are in May as well. He said there are several grants to pursue. Commissioner Shriver suggested that SLVGO be considered as a partner. Mr. Burr said that the County or Town needs to produce the grants and that the school will be attached.

Mr. Larimore stated that the estimated cost for curbs, gutters, and sidewalks would be \$750,000.00. Mr. Burr said that \$1.5 million will allow for a storm drain. Mr. Burr stated that the school has no impact on the storm drain.

Mr. Burr asked for additional conversation regarding paving French Street. Mr. Sullivan noted that the street is not included in the County's maintenance agreement; a joint venture could be considered. Mr. Larimore said that the sewer drain needs to be replaced from Yucca Court to Highway 160. Mr. Sullivan suggested completing this project now since the area will be torn up during construction.

Mr. Burr stated that the BEST grant is good. He explained that the size of the school and the number of students it can accommodate were agreed on, and said that every dollar of the grant will be used somewhere. If the funds are not spent on the school, they will be spent on the students. He said the school needs to partner with the County and the Town to help with other projects. Commissioner Shriver suggested scheduling a conversation between the County and the contractors.

Chairman Glover said the project needs to go forward, and added that he would like to see sidewalks built from Highway 160 to the school. Mr. Larimore said that a traffic study will be a good first step. Chairman Glover said it will be important to keep all parties informed.

Mr. Burr outlined the following schedule:

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|--|--------------|
| The final design meeting with the community: | Mid-March    |
| The final price of the school:               | End of April |
| Dirt work, concrete pad:                     | Late June    |
| Roof construction:                           | Winter       |

Mr. Burr reported that the design of the school will change, particularly with regard to the gym.

With regard to entities acquiring the old school buildings, Mr. Burr reported the following:

- Headstart will probably take the Mesa building and refurbish it, but there has not been a commitment, yet.

- The Del Norte Fire Department has made a firm commitment to take the Transportation Building.
- The County looked at the Middle School and the Underwood building
- Entities from the Front Range may be interested in repurposing the old middle and high schools and the Underwood building.
- The Forest Service is interested in the high school.

Mr. Burr said that it was decided not to use the stone from the Underwood building, which will extend the time in which acquisition decisions can be made. He stressed that he does not want to spend funds on demolishing the building. Mr. Larimore asked what the plans are for the burned house owned by the school district. Mr. Burr said the costs for demolishing these buildings are included in the grant.

Ms. Martinez asked if there are plans to subdivide any property. Mr. Burr explained that it would depend on what entity wants what building, and what will be best for the community. Mr. Burr reported that there is a gas problem at the Underwood building. The Underwood building's gas was supplied by the Mesa building and had to be cut off. Mr. Burr said that the Underwood building needs to be completely re-plumbed.

Mr. Dinger asked what the capacity will be in the new school. Mr. Burr said the school can accommodate 489 students. Mr. Dinger asked if there is room for growth. Mr. Burr explained that the school can accommodate 750 students before the building is outgrown. He said there are many ways to schedule space.

Chairman Glover asked the group to stay in touch and to continue to communicate. Mr. Burr said that if there are any concerns, people can call him. Commissioner Bothell asked for building reports on the Underwood and middle school buildings. Mr. Burr said he would provide the reports. Chairman Glover said that the Board needs more information before making a decision about acquiring a building. Mr. Burr stated that if grant funds are not used for the demolition of buildings, they can be used for constructing the new school.

Commissioner Shriver asked if Ms. Martinez and other town officials if they could look at the drain near the Department of Social Services building that causes ice buildup in the winter.

At 4:10 p.m., the meeting was adjourned.

Attest:

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Gene Glover, Chairman  
Chairman of the Board

Mona Syring  
Clerk of the Board