

Dunn said that Mineral County may share some of the costs. The consensus of the Board was that Mr. Dunn should draft the petition for the 72-hour hold for mental evaluation.

Commissioner Bricker noted that the State hospital has space, but that space has been limited; she asked what the status of the facility was. Chairman Davie noted that the inmate had been on suicide watch. Mr. Dunn noted that the inmate could not be housed in the jail's general population and needs to be in a mental facility. Mr. Dunn said that he needed reports from the Sheriff to draft the petition.

At 9:55 a.m., claims were presented. Commissioner Bricker moved to approve the claims, with clarification about Rio Grande Watershed Emergency Action Team grants. Commissioner Shriver seconded the motion and the motion carried.

NOVEMBER 2015 CLAIMS

COUNTY GENERAL

Century Link	Telephone	\$416.77
Century Link	Telephone	\$9.24
Century Link	Telephone	\$127.94
Century Link	Telephone	\$577.89
Century Link	Telephone	\$743.97
Chematox Laboratory	Sheriff	\$245.00
CO State Forest Service	Sheriff	\$3,321.15
Del Norte Auto Supply	Measuring Tape	\$18.59
Dirt Historic	Business Recruitment Study	\$1,100.00
District Attorney Office	11th Portion Budget	\$14,583.33
Glenn's Auto Repair	Sheriff	\$90.53
Paul Gearhart	Sheriff	\$40.00
Pro Com	Drug Test	\$148.00
RG & Associates	Comp Plan 3rd Payment	\$1,414.50
Sirchie Products	Sheriff	\$178.62
Staples Business	Office Supplies	\$461.80
Sunflour c/o Rhoda Koeh	Employee Lunch	\$1,848.00
Total Office Solutions	Office Supplies	\$13.03
Town of Del Norte	Museum, Annex, Courthouse	\$1,066.74
Upper Rio Grande Animal	Contribution	\$2,500.00
Valley Courier	Ads	\$598.50
Valley Gun Service	Sheriff	\$35.00
Valley Publishing	Rec District Legal Notice	\$48.00
Verizon Wireless	Telephone	\$103.17
Verizon Wireless	Telephone	\$1,260.39
Wex Bank	Fuel	\$182.03
WSB Computer Services	Patch Cable	\$24.00
Xcel Energy	Electricity/Gas	\$2,431.58
TOTAL		\$33,587.77

Aardvark Plumbing & Heating	Shop Heater	\$2,000.00
Angelia Campbell	Sheriff	\$724.90
APH Creative Design	Silver Thread Byway App	\$1,200.00
Business Solutions Lease	Copier Lease	\$54.73
Carla Clutter	Canvass Board	\$113.50
Century Link	Telephone	\$39.17
Century Link	Telephone	\$96.66
City of Creede	Matching Funds	\$6,600.00
CO State Forest Service	Firewise Funding	\$685.00
CO Bureau of Investigation	Sheriff	\$1,290.50
Coast to Coast Solution	Sheriff	\$572.43
Cody Lynn Edwards	Interactive App	\$3,750.00
CO State Forest Service	Spruce Log Study	\$4,100.00
Colorado Chapter ICC	Training	\$325.00
Colorado Division	Class Registration	\$230.00
County Sheriffs of Colorado	Sheriff	\$25.00
Creede Magazine	Reproduction Rights	\$1,000.00
Creede /Mineral County	Bachelor Loop Historic Guide	\$5,940.00
Del Norte Auto Supply	Sheriff	\$82.38
Direct TV	Sheriff	\$152.48
First Bankcard	Credit Card	\$6,279.37
Galls, Inc.	Sheriff	\$460.00

Gobins	Copier Lease, Maintenance	\$214.12
Great America Financial	Copier Lease	\$452.00
Hart Intercivic	Ballot Printing	\$15,584.94
Haynie's Inc.	Sheriff	\$5.77
Hope Peckumn	Resolution Board	\$230.00
Interpretive Design	Silver Thread Byway Sign Repair	\$2,400.00
Jack's Market	Sheriff	\$329.35
James B. Webb	Consulting-Biomass Feasibility Study	\$553.00
Jeanette Howey	Resolution Board	\$266.00
Jeffrey J. Babcock	Homeland Security	\$5,548.67
Kara Brittain	Trip Advisor Listing-Silver Thread Advertising	\$11,488.80
Kenneth & Alice Black	Sheriff	\$1,757.08
Kristine Borchers	Consulting-REWACT	\$8,140.00
Lake City Arts	String Academy	\$500.00
Lake City Dirt Inc.	OEM Grant	\$44,016.00
Lake City/Hinsdale County	Silver Thread Byway Sign Repair	\$1,700.00
Margrit Thorne	Canvass Board	\$115.30
Meadow Gold Dairies, Inc.	Sheriff	\$370.98
Mobile Record Shredders	Shredding	\$65.00
Mona Syring	Clerk of the Board	\$489.20
Motorola Inc.	Portable Radio 2014 Grant	\$17,667.00
O&V Printing	Letterhead, Business Cards	\$752.91
Peggy J. Kern	Mileage, Office Supplies	\$47.61
Rio Grande County	DOLA Payment Reimbursement	\$579.70
Rocky Mountain Plumbing	Sprinkler Repair	\$113.34
Rose Vanderpool	Mileage	\$68.85
Sarah H. Rierson	Resolution Board	\$264.20
Shamrock Foods Company	Sheriff	\$4,495.90
Silver Thread	Silver Thread Booklet Printing	\$2,275.00
Simple Distributors LLC	Copy Paper	\$145.00
South Central Colorado Seniors	3rd, 4th Payments	\$10,000.00
State of Colorado	November Renewals, Mailing	\$316.00
Suzanne Bothell	Canvass Board	\$112.60
Terisa Atkins	Resolution Board	\$260.60
Timothy Carden	Mileage	\$64.80
Torres Plumbing & Heating	Sheriff	\$415.11
Total Office Solutions	Office Supplies	\$2,743.83
Town of South Fork	Silver Thread Sign	\$1,700.00
United Reprographic	Copier Maintenance	\$92.85
Valley Courier	Job Ads	\$317.25
Valley Electric	Sheriff	\$451.38
Valley Publishing	Printing, Job Ads, Notices	\$865.00
Waxie Sanitary Supply	Cleaning Supplies	\$774.22
Wex Bank	Fuel	\$3,752.42
William F. Dunn	Legal Fees, Mileage, Per Diem, Dues	\$2,202.26
WSB Computer Services	Toner	\$358.00
Xerox Business Services	Service	\$2,549.00
TOTAL		\$183,332.16
American Fidelity	November Payroll	\$175.36
American Public Life	November Payroll	\$67.00
BC Services, Inc.	November Payroll	\$179.03
California State	November Payroll	\$500.00
Community Bank	November Payroll	63,983.69
Family Support Registry	November Payroll	\$50.00
Family Support Registry	November Payroll	\$355.00
Family Support Registry	November Payroll	\$405.00
Metro Collection Service	November Payroll	\$547.10
Rio Grande County Treasurer	November Payroll	\$50,924.01
Security Benefit	November Payroll	\$3,075.00

TOTAL **\$120,261.19**

ROAD & BRIDGE

Century Link	Telephone	\$57.21
Pro Com	Drug Test	\$21.50
Solar Traffic System	Flashing Stop Signs	\$4,114.00
Verizon Wireless	Telephone	\$143.74
TOTAL		\$4,336.45

Airgas USA, LLC	Chemicals	\$388.81
Alta Fuels	Fuel	\$17,152.04
Center Parts Store	Parts	\$452.52
Century Link	Damage Claim	\$871.05
Century Link	Telephone	\$57.50
Century Link	Telephone	\$415.25
Century Link	Telephone	\$51.42
Colo. Dept. of Agriculture	Scale	\$280.00
D-A Lubricant Company	Supplies	\$7,311.50
Daurio Auto Repair	Repairs	\$3,645.00
Delta Rigging & Tools	Supplies	\$444.00
Donald L. Barton	Supplies	\$33.56
GCR Tire Center	Service	\$25,512.33
Great America Financial	Copy Machine Maintenance	\$136.17
Gunbarrel Service Station	Service	\$70.03
Haynie's Inc.	Parts	\$1,914.47
Industrial & Farm Supply	Parts	\$25.00
J.J. Rental Centers	Starter	\$58.37
Korf Continental	Pickup	\$35,062.00
Lawson Product Inc.	Parts	\$265.92
Lenco West	Parts	\$29.59
Leroy Romero	Cleaning-Hold	\$125.00
Monte Vista Cooperative	Parts	\$165.76
Parts Plus	Parts	\$490.03
Petty Cash, R&B Dept.	Postage, Registration	\$62.12
Rio Grande County Weed District	Spray Equipment	\$17,477.72
Rocky Mountain Plumbing	Parts	\$8.08
Safety-Kleen	Supplies	\$199.00
Top Value	Supplies	\$87.56
Town and Country	Parts	\$52.32
Valcomm	Repeater	\$2,300.00
Valley Lumber and Supply	Supplies	\$192.30
Wagner Equipment	Parts	\$3,579.90
Waxie Sanitary Supply	Supplies	\$90.65
Wex Bank	Fuel	\$967.05
Zep Manufacturing Company	Supplies	\$1,379.80
TOTAL		\$121,353.82

American Fidelity	November Payroll	\$253.70
American Public Live	November Payroll	\$65.40
Community Bank	November Payroll	\$25,098.28
Rio Grande County Treasurer	November Payroll	\$18,418.33
Security Benefit	November Payroll	\$30.00
TOTAL		\$43,865.71

DSS

American Fidelity	November Payroll	\$267.64
American Public Life	November Payroll	\$126.30
Community Bank	November Payroll	\$35,633.87
Rio Grande County Treasurer	November Payroll	\$26,434.99
Security Benefit	November Payroll	\$155.00
TOTAL		\$62,617.80

PEST CONTROL

Jade Communications	Internet	\$61.31
SLV REC	Electricity	\$80.00
TOTAL		\$141.31

Century Link	Telephone	\$91.73
First Bankcard	Credit Card	\$228.14
Verizon Wireless	Telephone	\$32.05
TOTAL		\$351.92
Community Bank	November Payroll	\$888.26
Rio Grande County Treasurer	November Payroll	\$1,400.33
TOTAL		\$2,288.59
AIRPORT		
Century Link	Telephone, Broadband	\$132.42
Colorado Dept. of Revenue	Sales Tax	\$207.00
TOTAL		\$339.42
Century Link	Telephone	\$58.35
SLV REC	Electricity	\$524.00
TOTAL		\$582.35
CONSERVATION TRUST		
Alcon Construction	Summitville Kiosk	\$21,398.92
TOTAL		\$21,398.92
High Valley Community Center	Playset	\$2,499.00
TOTAL		\$2,499.00
TOURISM		
Devi Jardon	Secretarial	\$1,500.00
Harris Publishing Inc.	Online Banner	\$250.00
Mark P. Applewhite	Storage	\$100.00
Master Print & Web Design	Web Hosting	\$160.00
Pen Craft Design Company	Assistant	\$400.00
TOTAL		\$2,410.00
PUBLIC HEALTH		
Century Link	Telephone	\$176.19
Century Link	Telephone	\$81.10
Century Link	Telephone	\$2.07
Chaffee County Public Health	Nursing Service	\$8,670.00
Costilla County Public Health	Subcontract	\$858.78
Del Norte School District	Nursing Position	\$774.44
Early Childhood Council	Healthy Community Services	\$2,265.00
Lake County Health Dept.	Services	\$725.00
O&V Printing	Business Cards	\$62.00
Saguache County Public Health	Subcontract	\$1,863.44
Sanofi Pasteur, Inc.	Medications	\$717.85
Staples Business	Office Supplies	\$294.34
Verizon Wireless	Telephone	\$52.60
William Herrmann	Vaccine Reimbursement	\$543.73
TOTAL		\$17,086.54
Century Link	Telephone	\$23.66
Early Childhood Council	Healthy Community Services	\$2,265.00
First Bankcard	Credit Card	\$1,163.11
Sanofi Pasteur, Inc.	Medication	\$72.15
TOTAL		\$3,523.92
Community Bank	November Payroll	\$4,324.01
Rio Grande County Treasurer	November Payroll	\$5,398.94
TOTAL		\$9,722.95

Lori McGraw, Financial Officer, was present. She noted that RWEACT is over budget. She said that \$50,000.00 was included in the 2015 budget, but more money came in from a grant. Commissioner Shriver suggested that Ms. McGraw speak to Kristine Borchers, RWEACT director, for clarification. Ms. McGraw said that she uses the codes that Ms. Borchers gives her, and explained that RWEACT is not over budget on the amount approved on the grant, but that the Department of Local Affairs budget is not correct. She said the amount the County budgeted

was too low. Commissioner Shriver noted that RWEACT vendors were told to turn in their invoices by November, but that it is a slow process.

Commissioner Shriver asked for clarification on vouchers from the Public Health Department where changes had been made, but totals did not change. Ms. Osborn explained that these were notes indicating where Public Health is over budget.

At 10:00 a.m., Mark Loy reported that Mr. Dunn would draft the 72-hour hold petition and present it in District Court. At the same time, Mr. Loy would take the issue to County Court. Mr. Loy explained that a charge of arson affects what facility would house an inmate. The State hospital in Pueblo will take arsonists. Mr. Loy explained that facilities' insurance liability is affected if they take arsonists. Mr. Loy said the inmate is in Penrose Hospital. Mr. Loy said he would file an incompetency motion before Judge Zollars in County Court. Commissioner Shriver asked Mr. Dunn to notify Mineral County about the situation. Mr. Dunn said he would send Mineral County a copy of the petition.

At 10:10 a.m., Sheriff Brian Norton was present. He reported calling Behavioral Health about the injured inmate and expressed frustration with the constrictions on where the inmate could be sent. He reported that Behavioral Health could make calls to get the inmate committed, and he said that Penrose Hospital would be called. Sheriff Norton reported that District Attorney David Mahonee asked for statements reporting the inmate's behavior. Sheriff Norton reported that housing the inmate in the jail's general population did not work. The inmate was moved several times and continued to cause problems. The inmate was finally moved to isolation, but Sheriff Norton expressed concern about how long a person could be held in isolation before it became cruel and unusual punishment.

Sheriff Norton reported that Behavioral Health had offered to train his staff, but questioned how that would work when dealing with an insane inmate. He said reports are sent to Behavioral Health and it conducts brief interviews without reporting any problems. Sheriff Norton noted that the inmate in question has tried to escape, and without the help of Behavioral Health, this creates a danger for employees. Sheriff Norton also reported that this inmate has refused to take his medications and that this creates a liability for the Sheriff's office.

Commissioner Shriver told Sheriff Norton that Deputy District Attorney Loy was presenting the case to County Court and County Attorney Dun was presenting the case in District Court. Sheriff Norton expressed concern about the inmate being put on a waiting list and that his office might be directed to use Rio Grande Hospital for the 72-hour hold. He also expressed concern about paying for a guard while the inmate is in the hospital in Colorado Springs. He said he would probably have to set up a security contract. He said he would send the paperwork to the hospital, and reiterated his concern that even though a judge might order a 72-hour hold, the inmate might be placed on a waiting list. He stated that this is a State-wide issue for sheriffs regarding liability and costs.

At 10:32 a.m., Ms. Osborn requested a signature on a letter of support for River Valley Inn, the proposed new nursing home to be located in Del Norte. Chairman Davie signed the letter. Ms. Osborn will send the letter to the Department of Health.

Ms. Osborn requested approval of the appointment of Grover Hathorn to serve on the Planning Commission Zoning Board. Commissioner Bricker moved to approve the appointment. Commissioner Shriver seconded the motion and the motion carried. The resolution was signed.
Book 578 Page 776

Ms. Osborn presented a letter from Steve Nicolais requesting appointment to the Rio Grande County Museum Board of Directors. Commissioner Shriver moved to approve the appointment. Commissioner Bricker seconded the motion and the motion carried.

Ms. Osborn presented the Sheriff's Meal Log for November 2015.

Inmate Meals:	3,219
Cook Meals:	32
Jailer Meals:	480
Office Meals:	115
TOTAL:	3,845
Food Cost:	\$5,007.03
Cost Per Meal:	\$ 1.30

Average Cost for Six Months: \$1.26

Ms. Osborn reminded the Board about the Underfunded Courthouse Grant presentation, December 4, 2015. She said she would observe the Saguache County presentation at 9:00 a.m., that day, as well.

Ms. Osborn reported that she would order Commissioner Shriver a County credit card.

The Board discussed the CCI meeting. Ms. Osborn said that the county administrator session was very informative. She said future meetings would be set up with other administrators to share information. Commissioner Bricker said the session on social services workforce training was very good, as was the trafficking session. Commissioner Shriver said the session on broadband was good. Ms. Osborn said she learned in the transportation meeting that other mountain counties are proposing increased sales taxes.

Ms. Osborn asked the Board to discuss the proposed medical marijuana grow operation at Casa Luminaria. Chairman Davie said he thought it was a can of worms. Commissioner Shriver said that the Board would have to be transparent in dealing with the proposal. Commissioner Bricker expressed concern about the proposed operation being located in town and agreed that it would be a can of worms. She also noted that such a facility will not be as large a revenue source for the County as the owner thinks. She said that there are two police officers in Del Norte and they are struggling. Commissioner Shriver said that it was up to the proposing group to come before the Board again, and then the community should be involved in the discussion.

Commissioner Shriver asked about Rio Grande County Courthouse security in light of the shooting in San Bernardino, California. She suggested having a security drill to refresh employees and to train new employees. Ms. Osborn said that there is a security plan for the courthouse and she is updating the formal plan will be presented in January 2016. She said judges, the sheriff, and the emergency manager will review the plan, and then a drill can be scheduled. Commissioner Shriver suggested discussing the issue at the next managers' meeting, and that Jerry Dennis, Emergency Manager, should attend. Ms. Bothell expressed concern about the security of the Clerk's office. Commissioner Shriver noted that there are panic buttons in all County buildings. Commissioner Bricker said that different drills were necessary: lockdown, evacuation, being two.

At 10:50 a.m., Commissioner Shriver presented a note from Ms. Vanderpool asking how Ms. Vanderpool would be compensated if she had to testify at a trial regarding Proximity Malt. Commissioner Shriver said she would ask Mr. Dunn about witness fees.

At 10:55 a.m., the meeting was adjourned to a work session regarding the 2016 budget.

At 11:05 a.m., an update was received notifying the Board that Behavioral Health was filing a petition for the inmate's mental health evaluation and that Mr. Dunn did not need to file an independent petition.

Attest:

Doug Davie, Chairman

Mona Syring, Clerk and Recorder

COUNTY COMMISSIONERS' PROCEEDINGS

State of Colorado)
 ss
County of Rio Grande)

The Board of Rio Grande County Commissioners met in a special session on Monday, December 7, 2015. Those present were Vice Chairman Pam Bricker, Commissioner Karla Shriver, County Clerk & Recorder Cindy Hill, County Treasurer Peggy Kern and joining by phone was County Assessor J. J. Mondragon. County Coroner Rusty Strohmayer later joined the meeting.

At 8:40 a.m., Vice Chairman Bricker called the meeting to order. Commissioner Shriver moved to adjourn to executive session to discuss personnel issues. Vice Chairman Bricker seconded the motion and the motion carried. Pursuant to C.R.S. 24-6-402(4)(f) the Board adjourned to executive session for personnel matters.

At 9:35 a.m., the executive session was adjourned, and the regular meeting was adjourned.

Attest:

Doug Davie, Chairman

Mona Syring, Clerk and Recorder

COUNTY COMMISSIONERS' PROCEEDINGS

State of Colorado)
 ss
County of Rio Grande)

The Board of Rio Grande County Commissioners met in regular session on Wednesday, December 9, 2015. Members present were Chairman Doug Davie, Commissioner Karla Shriver, Commissioner Pam Bricker, County Administrator Carol Osborn, and Clerk of the Board Mona Syring.

At 9:05 a.m., Chairman Davie called the meeting to order. Commissioner Shriver led the opening prayer. The Pledge of Allegiance was said. Commissioner Bricker moved to approve the agenda with the addition of a discussion about an incident at the jail and a meeting with Behavioral Health. Commissioner Shriver seconded the motion and the motion carried. Commissioner Shriver moved to approve the minutes from the December 3, 2015, meeting with changes. Commissioner Bricker seconded the motion and the motion carried.

Chairman Davie asked if there were public comments and there were none.

At 9:17 a.m., Patrick Sullivan, Road and Bridge Supervisor, was present to update the Board.

Preliminary work, including staking, has started on County Road 15. The road will be graded this week. Mr. Sullivan said this is a difficult time to start this work, but he hopes to start around the first of the year. The construction work on Frisco Creek Drive has been completed. Small projects have been completed on Department buildings.

Mr. Sullivan reported that the framework on the ice skating rink in Monte Vista has been completed. He said the layout for the rink was incorrect, but was fixed. The cost of building the rink framework was \$2,051.00: approximately \$1,200.00 in labor costs, \$800.00 in equipment costs, plus pipe that was donated by the Department.

Mr. Sullivan reported that snow was plowed in the South Fork area after two small storms. Roads are being graded, particularly at intersections. Materials are being stockpiled at the South Fork pit. Southway has started crushing material (approximately 13,000 tons). Mr. Sullivan expects to receive a bill from Southway by the end of the year. Mr. Sullivan said that most of the Department's year-end purchases are complete.

Mr. Sullivan reported proposed work for the Department:

- Crack sealing on County Road 2 East
- Stock piling material in preparation for the work on County Road 15; construction may start
- Two new sander bodies will be put into operation
- The Autocar snow plow will be put into service
- Southway will complete this year's crushing
- The Department will take delivery of a new pickup

Mr. Sullivan reported that crews are working in the gravel pit near the hot plant. In 2016 the Department may set up a conveyor system to move the material from the bottom of the pit. Mr. Sullivan said the Department has a 112 permit that allows for unlimited mining. However, there is a new inspector, who is reviewing the pit report. The inspector's concern is that there is no topsoil reserve to reclaim the pit. Mr. Sullivan has invited the inspector to visit the operation. The pit is listed as range land and there is not much topsoil available. Mr. Sullivan said all pits can import material and all pits are in compliance.

Mr. Sullivan reported that the pit in South Fork has a 110 permit. The pit covers 88 acres and is leased by the State. He said the 110 permit needs to be expanded to a 112 permit. A company from the Cortez area has asked for a sample from this pit and it is possible that the company will start a new pit. Commissioner Shriver asked if this new pit could be added to the existing permit. Mr. Sullivan said he thinks the company wants to put in a hot plant, which may upset neighbors

in the area. Mr. Sullivan said a new permit costs \$1,900.00, and asked the Board to be prepared in case this issue is presented in the future.

Mr. Sullivan reported that an employee hit his head and has recovered from a concussion. The employee is back at work, and a claim has been filed.

Mr. Sullivan reported that a grader hit a power pole, and the pole had to be replaced by the Department. Mr. Sullivan is expecting a damage claim from Xcel Energy in the amount of approximately \$5,000.00

Mr. Sullivan is filing a claim for tools what were stolen.

Mr. Sullivan expressed concern regarding how much additional work is to be completed and by whom at the ice skating rink. He asked if requests for work had to go through the Board or directly to him. Mr. Sullivan said he has received requests for lights and for a cherry picker to put the lights up. Commissioner Shriver said that those jobs should be completed by the City of Monte Vista. She said the County did what it promised to do and that the skate rink committee might have to use some of its reserve funds for additional work. Mr. Sullivan said that he also received a request to use a fire truck to fill the rink and that he refused this request because there is a hydrant near the rink that can be used. Mr. Sullivan said he understands that the City of Monte Vista considers its work on the rink to be finished. He asked who bears the liability if someone is hurt at the rink because all the work has not been completed. He noted that the McMullen Building is a County building on City property. He also asked who is providing electricity, noting that the ceiling fans were running when he last visited the site. The County is providing the electricity, but not for running ceiling fans. Mr. Sullivan asked if he could lock the breaker box, and the Board agreed. Commissioner Bricker said that the Road and Bridge Department is not responsible for putting up lights at the skate rink. Ms. Osborn said that this project happened very quickly, and Mr. Sullivan agreed, noting that he had to schedule the rink work around the Department's other projects.

Mr. Sullivan reported that the pig wash had a broken pipe that will be blown out and fixed.

At 10:00 a.m., the meeting was adjourned to a public hearing regarding the 2016 budget. Financial Officer Lori McGraw was present to finalize the budget.

Ms. McGraw reported that the Sheriff's budget was rerun to eliminate the cost of purchasing of a new pickup. This changed the fund balance to \$584,920.00. The Sheriff's budget is a total of \$812,060.00. Chairman Davie asked if there were more funds for maintenance, and Ms. McGraw said there were not at this time. Ms. Osborn reported that the Sheriff has 11 trucks with less than 100,000 miles on them. Ms. McGraw said that some trucks have high mileage. Commissioner Bricker suggested that the higher-mileage trucks be used for shorter routes. Commissioner Shriver noted that with proper maintenance, trucks can run with high mileage. Ms. McGraw asked how many deputies are on the road at the same time. Commissioner Shriver said there were more deputies on the road during the day. Ms. Osborn said that information is needed to monitor the status of the trucks.

Commissioner Shriver asked if the 2016 budget includes a 10 percent pay raise for Commissioners and elected officials. Ms. McGraw said salaries could change in 2017. Commissioner Shriver noted that pay raises can be changed and the issue needs to be discussed. No other Valley counties are raising the salaries of commissioners and elected officials. Ms. Osborn suggested that the Commissioners use the reimbursement system more. Commissioner Bricker said that while a 10 percent increase in salary would help County employees, the Commissioners did not need a raise at this time.

Ms. McGraw said that a Hazard Mitigation Grant in the amount of \$26,000.00 (counted as in-kind) had to be included in the budget.

Ms. McGraw reported that the 2016 budget includes mill levies in the amount of \$2,712,829.00 (a total of 15.567 mills), which is the same as in 2015. Local revenues for 2016 will be \$3,476,226.00, an 8 percent increase over 2015. State revenues for 2016 will be \$973,218.00, an 11 percent decrease from 2015. Two grants (OEM and DOLA) end on December 31, 2015. Federal revenues for 2016 will be \$931,000.00

The County Commissioners' 2016 budget will be \$220,000, which is the same as 2015. The 2016 Administrative budget will be \$279,000, a 12 percent decrease from 2015. In 2015, extra funds were budgeted to allow for the transition from Suzanne Benton's position to two positions: Administrator and Finance Officer. Salaries include three full-time employees, and may include a part-time employee in the future.

The Weed District budget is not included in the County budget. Ms. Osborn noted that this needs clarification. Ms. Osborn also noted that the Board conducts the evaluation of the Weed District Supervisor. Weed District 2016 expenditures will be \$183,500.00. Revenues for 2016 will be \$110,335.00 plus property taxes in the amount of \$183,500.

At 10:30 a.m., the public hearing was adjourned and the regular meeting of the Board was reconvened.

Commissioner Shriver moved to approve the resolution to adopt the 2016 budgeted expenditures in the amount of \$20,243,313.00. Commissioner Bricker seconded the motion and the motion carried. Please see the 2016 Budget Message, prepared by Financial Office Lori McGraw attached. Book 578 Page 1058

Commissioner Shriver moved to approve the resolution to appropriate funds for the 2016 budget, after amending the amount to delete \$37,676.00 (a pickup for the Sheriff). Commissioner Bricker seconded the motion and the motion carried. Book 578 Page 1056

Commissioner Bricker moved to approve the resolution to set mill levies in the amount of \$2,712,829.00. Commissioner Shriver seconded the motion and the motion carried. Book 578 Page 1054

Commissioner Shriver moved to approve the resolution to adopt the 2016 Weed District budget, contingent on line items allowing the District to solicit weed spraying contracts. Commissioner Bricker seconded the motion and the motion carried. Book 578 Page 1050

Commissioner Bricker moved to approve the 2016 appropriation of funds for the Weed District in the amount of \$183,500.00. Commissioner Shriver seconded the motion and the motion carried. Book 578 Page 1049

Commissioner Bricker moved to approve the resolution to set the 2016 mill levies for the Weed District in the amount of \$73,165.00. Commissioner Shriver seconded the motion and the motion carried. Book 578 Page 1052

At 10:35 a.m., Dixie Diltz and Rose Vanderpool, Land Use Department, Fred Gibson, and Derick Munson were present. Mr. Gibson requested an exempt division of land, dividing 9.9 acres from a 152-acre parcel on Raton Creek. Ms. Diltz reported that there has been no feedback from letters sent to residents in the area. Mr. Gibson said he intends to sell the remaining property and wants to keep the 9.9 acres for his personal use in the future. Commissioner Bricker asked if the property would be subdivided and Mr. Gibson said it would not. Mr. Gibson said the property has been surveyed and the survey has been submitted to the Land Use Department. Commissioner Bricker asked if there is water at the cabin on the 9.9 acres. Mr. Gibson said there is a well. Commissioner Bricker moved to approve the exempt division of land. Commissioner Shriver seconded the motion and the motion carried.

At 10:45 a.m., Annette and Vick Lusero were present to request an exempt division of land. Refugio Cancino, a neighbor, was also present. Ms. Diltz explained that the Luseros want to divide 26.5 acres from a 229.23 acre parcel at 1006 N. County Road 1 East in Monte Vista. The remaining 202.73 acres is in a Ducks Unlimited conservation easement. Ms. Diltz said the Luseros will retain the residence and out-buildings. In response to letters sent to neighboring residents, the Commonwealth Irrigation Company had no objection to the division of land, but asked for assurance that access to its head gates would not be lost. Mr. Lusero explained that the company uses Henderson Road to access the head gates, so access would not be a problem. Mr. Lusero reviewed the map of the area with the Board. Commissioner Shriver moved to approve the exempt division of land with the contingency that existing ingress and egress for the Commonwealth Irrigation Company will not change. Commissioner Bricker seconded the motion and the motion carried. Mr. Cancino verbally indicated that he had no issues with the division of land. Book 578 Page 1239

Ms. Vanderpool gave the Board copies of the 2016 Rio Grande County master plan for review before the meeting on December 15, 2015.

At 10:50 a.m., Commissioner Shriver reminded the Board about the ten-county coalition that was formed regarding the Rio Grande cutthroat trout. The coalition successfully kept the cutthroat trout from being placed on the Endangered Species List. She explained that the newest concern is for the Rio Grande chub and the Rio Grande sucker. All of the Commissioners attended a presentation at the December San Luis Valley Commissioners Meeting. She said that maintaining this coalition is important for the Valley. The consensus of

the Board was to agree and to contribute \$1,500.00 to help cover travel and legal expenses for Cindy Dozier, coalition representative, and Michael O’Laughlin, attorney for the group, who will attend a meeting in New Mexico in the near future. Commissioner Shriver also asked the Board to contribute \$1,000.00 for each of the next three years. Rio Grande County has already contributed \$4,000.00, so the total contribution will be \$8,500.00. This will be very inexpensive compared to the costs associated with the County protecting itself alone on this issue. Commissioner Shriver asked that an addendum to the existing Memorandum of Understanding be drafted to include this information. Commissioner Bricker said this would be insurance for the County. Commissioner Shriver moved to have Rio Grande County participate in the coalition under an amended MOU and to contribute \$1,500.00. Commissioner Bricker seconded the motion and the motion carried.

Commissioner Shriver reported attending the Rio Grande Hospital needs assessment meeting. Kristina Daniel, Chief Operating Officer of San Luis Valley Behavioral Health, was also at the meeting and requested a meeting with the Board as soon as possible to discuss a situation at the jail. Ms. Daniel told Commissioner Shriver that the Sheriff is not returning her calls. It was agreed that a meeting would be scheduled either after the Managers Meeting on December 16, 2015, or December 21, 2015, or December 30, 2015, or after the first of the year.

At 11:00 a.m., Randy Brown and Jessica Brown were present to observe.

Jerry Dennis, Emergency Manager was present to update the Board. In October 2015, Mr. Dennis attended an emergency manager meeting in Lake City. The meeting included representatives from Hinsdale, Mineral, Archuleta, Conejos, Rio Grande, and Saguache counties. This group will meet every other month. A DTR drill was conducted, and WEBEOC posting was completed. Mr. Dennis attended a winter planning exercise with the Colorado National Guard. Mr. Dennis attended a Rio Grande Watershed Emergency Action Team meeting. He reported that Kristine Borchers will serve as the interim director after the departure of Tom Spezze. Mr. Dennis is sitting on the State credentialing committee and is an evaluator for a pandemic exercise, which was conducted by the Health Care Coalition.

Mr. Dennis gave the Board a field report from Oklahoma University on the Doppler radar system on Lobo Mountain. Mr. Dennis explained that this is a temporary system and may be redeployed next year. He said funds are limited, and a decision will be needed if it is to be made permanent.

Mr. Dennis said he is receiving information regarding the Gold King Mine spill as it affects the Animas River.

Mr. Dennis has posted a Request for Proposal on the County and other websites, and newspapers so that he is compliant with grant requirements. All bidders were made aware of the RFP. Seven bids were received, and one letter of non-participation was received, due to the low grant award amount. The grant agreement will need a new budget item number.

Commissioner Shriver suggested that Mr. Dennis coordinate emergency efforts to include Summitville. Mr. Dennis said that the reservoir could fail and he has discussed this with Rodney King. The emergency issue would be how to notify people downstream that they are about to have a “bad day.”

Commissioner Shriver asked how communications are working between Mr. Dennis and Emily Brown, Emergency Information Officer. Mr. Dennis said communications are working well.

Commissioner Bricker asked about how terrorist emergencies might be handled. Mr. Dennis said that the Sheriff is updating an emergency plan. Mr. Dennis also said that while it is good to be prepared, if too many drills are conducted, it can lead to complacency. Commissioner Bricker said that drills have been rare, and said that it would be good to have one. Mr. Dennis said that there are several layers (command, communication, and trust) to these drills and the goal is to train people and to build confidence. Mr. Dennis said that people in rural areas wear many hats and thus have overlapping roles to fill in an emergency; it is important to keep them trained. Commissioner Bricker said that active shooter drills are frightening, but are important to implement. Mr. Dennis said many people in the Valley carry guns, but it is important for people to be aware.

At 11:25 a.m., Bill Dunn, County Attorney, was present to update the Board.

Mr. Dunn said he has not yet revised the land use ordinance regarding growing hemp in the County, but has been researching the topic and had a copy of the State statutes as they relate to industrial hemp. He also said that he has not received any further calls regarding the Proximity Malt LLC request for documents. Commissioner Shriver said she believed the request

came from a competitor, rather than the River Bend Group. Mr. Dunn noted that the requesting attorney's area code is the same as the area code for Proximity Malt.

Commissioner Shriver reported that possible rezoning of the airport was discussed at a recent work session, and that the airport board is drafting procedures and covenants.

Mr. Dunn noted that Jim Leist is on the drone advisory committee. Commissioner Bricker said that she is also on this board, and told Mr. Dunn that she and Mr. Leist have only one vote between them. This vote will represent the direction the Board wants to take. Commissioner Shriver noted that it is curious that the advisory board has Valley-wide representation, yet is named from Alamosa County; the issue affects the whole Valley. Commissioner Bricker noted that drones do not present a privacy issue, and that they could be used for economic development. Commissioner Shriver noted that recreational drones are the ones that will cause problems, even if the commercial drones are not approved. Mr. Dunn said that a specific detection system will be required on all airplanes by 2020, and suggested that drones might include the same sort of system.

At 11:45 a.m., Commissioner Bricker confirmed the date and time of the library board's budget meeting (December 14, 2015, 6:00 p.m.).

Ms. Osborn reminded the Board about the breakfast meeting with the Town of Del Norte, December 14, 2015, 7:00 a.m., at Boogies.

Ms. Osborn requested signatures on the 2016 budget resolutions. The resolutions were signed.

Ms. Osborn requested approval of the proclamation for the Liberty Day Institute, December 15, 2015. Commissioner Shriver moved to approve the proclamation. Commissioner Bricker seconded the motion and the motion carried. The proclamation was signed.

Ms. Osborn presented the November 2015 Veterans Affairs Report. Commissioner Bricker moved to approve the report. Commissioner Shriver seconded the motion and the motion carried.

Ms. Osborn reported submitting a claim in the amount of \$750.00 for approval December 15, 2015, for Action 22 dues. Commissioner Bricker said she would like to continue as part of Action 22. Commissioner Shriver questioned the validity of the organization. Commissioner Bricker asked what the Board wants to see from Action 22. She said a committee has been formed to hire a new director/CEO. She also said that Action 22 is important in providing a strong voice and advocacy for rural areas of the State. She said she feels the group is making an effort and that the interim executive director has tended to hold things up. Chairman Davie said that water issues can be contentious, and should be an issue for Action 22.

Ms. Osborn presented the Designation of CCI 2016 Steering Committee Proxy. Jody Kern, DSS, was designated as proxy, with Ms. Osborn as the back-up vote for the Commissioners. Chairman Davie signed the proxy.

Ms. Osborn requested taking December 28 and 29, 2015 off. The Board agreed.

Ms. Osborn reminded the Board that the next regular Board meeting would be Monday, December 21, 2015, 9:00 a.m.

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

2016 BUDGET MESSAGE
for
RIO GRANDE COUNTY

Enclosed please find the Rio Grande County Budget for Fiscal Year 2016.
Funds within this budget include the following:

Road and Bridge
Department of Social Services
Capital Expenditures
Airport
Conservation Trust
Tourism
Public Health

Included at the back of this document is The Rio Grande County Weed Control District Budget for Fiscal Year 2016.

The FY2016 Rio Grande County Budget is \$20,243,313. The Rio Grande County Weed Control District Budget for FY2016 is \$183,500. The grand total of the County and Weed Control District is \$20,426,813, this is an increase over the FY2015 budget by \$18,346 for the County Budget and an increase of \$29,532 for the Weed Control District's Budget.

This Budget, as presented was completed using the modified accrual basis of accounting, it is in compliance with Colorado Revised Statutes § 29-1-101 through 115. The budgeted revenue amounts for the Weed Control District are under the amount of increase allowed under the TABOR amendment and the 5.5% Statutory Property Tax Revenue Limit. Rio Grande County did successfully pass the removal of the TABOR amendment and the 5.5% Statutory Property Tax Revenue Limit in November 1999.

This document serves as the County's financial road map for financing the plans of each department within the County. The 2016 budget process began with CCI's Dennis Hunt giving a presentation at the August Manager's meeting to all Department Heads, Elected Officials and County Commissioners. He explained the updated budget request forms that were distributed, calendar of deadlines and procedures which would be utilized during the 2016 budgeting process. Following a budget hearing with each Department Head/Elected Official, the Board of County Commissioners reviewed, revised, approved or disapproved each line-item request, in order to adopt a balanced budget for the operations of Rio Grande County. The requests included revenue and expenditures for all departments, boards, commissions, funds, spending agencies of the county government, as well as other agencies which are funded in whole or in part by county appropriations.(CRS 30-11-107 (2)(a)).

Unfortunately, in order to reduce deficit spending to the levels which are included in this budget, several requests were unable to be funded. These changes were necessary in order to preserve the less than optimal unallocated fund balances and will be reviewed for funding during the FY2017 budgeting process.

Fund reserves utilized to balance the FY2016 budget were reduced by 33% from \$1,863,876 in FY2015 to \$1,236,817 in FY2016. Expenditures were reduced, as well as grants ending allowing for this reduction, which helped expenses be more in line with current revenue flow projections. It is unsustainable for this organization to continue depleting its unappropriated fund balance, in order to balance the annual budget.

The County's 2016 mill levy will remain at 15.567 mills, which is the maximum mills Rio Grande County can levy without going to a vote of the people. The total property tax revenue projections indicate a slight increase in 2016 of \$18,122 (.67%) over the 2015 property tax revenue of \$2,694,707.

Following the 2013 sales tax decline caused by the West Fork Complex Fire, revenue from sales tax experienced a minor increase in 2014, but remained below annual revenues for the six years prior to the fire. 2015 sales tax revenues have continued in a slight upward trend (5% currently) and are projected to be more in align with sales tax revenues received from 2007-2012.

The Federal Government continues to postpone authorization of the annual Payment in Lieu of Taxes (PILT) program until mid-year. PILT funds reimburse counties for lost tax revenue for federally owned lands. In 2015 Rio Grande County received \$776,749 in PILT revenue. The FY2016 budget has \$707,000 budgeted for PILT revenue, if received, the funds will be distributed between the General Fund and the Airport Fund. If authorizations to appropriate PILT funds does not take place by the Federal Government, drastic reductions in expenditures within the General Fund will be required to immediately take place in order to offset the amount of lost revenue.

County government is operated by Colorado State Statutes, most services provided are mandated by these Statutes. The Affordable Care Act is one of many new regulations which the County must remain in compliance. The County is required to offer a health plan that meets ACA coverage requirements, but are restricted from passing on to the employee more than 9.5% of their annual salary for single coverage health premium costs. In 2015 the Board of County Commissioners chose to pay the bulk of the premium increase and continued that trend in 2016, keeping the percentages paid by the employee and employer at the same levels as 2015. This will result in twice the additional cost being apportioned to the County (\$54,871) as being passed on to county employees (\$28,145). The annual health insurance cost paid by Rio Grande County will increase to \$855,458 in 2016.

2016 Health Insurance Costs

Level of Coverage	2016 Monthly Premium	Paid By Employer	Paid By Employee
Employee	\$795.	\$620. (78%)	\$175. (22%)
Employee +1	\$1,493.	\$837. (56%)	\$656. (44%)
Family	\$1,836.	\$919. (50%)	\$918. (50%)

The County currently has entered into the following Lease Agreements:

- Five lease agreements with Business Solutions Leasing for five copy/fax machines.
- Lease/ Purchase agreement with San Luis Valley Federal Bank for the addition and remodeling of the jail facility for \$191,328.05 per year Principal & Interest ending Oct. 2025.
- Lease/ Purchase agreement for the Energy Efficiency Program upgrades with Sun Trust Equipment and Finance for \$41,540.00 per year Principal & Interest ending Jan. 2023.
- Lease Agreement with Siemen's Industry for performance Assurance Agreement for Energy Efficiency Program \$7,634.00 for three years.
- Lease/Purchase agreement with Caterpillar Financial Services for 3 graders - \$81,060.for the next five years.

Highlights of the 2016 Budget Include:

- A one-time \$400.00 bonus for each full time employee which will be paid out in January 2016, all part-time employees will receive a \$200.00 bonus.
- Health insurance premiums were increased by 6.8% - \$83,015.00 for the upcoming year. The county has increased their annual contribution for premiums by \$54,871 bringing the annual premiums paid by the county to \$855,458.
- Funding was approved to purchase scanning software for all county departments and upgrade the financial software system currently utilized by the Administration Offices.
- Increase continued in the Road & Bridge budget from \$343,000 in 2014 to \$650,000 in the 2014 and 2015 budget, order to complete additional paving maintenance and new construction utilizing the current decrease in petroleum prices.
- The requests for one new sheriff vehicle and one new building department vehicle have been postponed for further review during the 2017 budget.
- Request to replace the existing security fence at the jail facility has been funded. As well, funding was approved to purchase seven bullet proof vests for the Sheriff s Department.
- Contingent funding was approved for the Weed Control District to purchase a vehicle, ATV with trailer and a tow behind mower. Following review and approval by the Board of County Commissioners of additional spraying contracts in order to offset the cost of these expenses, the board will vote to fund these items.
- Public Health Department has increased their budget due to receipt of funding by the Tobacco, Ebola Immunization, RACK and HPV Grants. In addition they have added a quarter time shared nurse with the Del Norte School District.

Highlights of Completed Projects during 2015:

- Completion of Colorado Department of Transportation Division of Aeronautics Grant project which funded installation of a fuel distribution system, upgrades to the apron, as well as a new tie-down area at the Astronaut Rominger Airport.
- Paving two miles of new roadways, in addition to asphalt maintenance was completed by the Road and Bridge Department. Purchase of a Caterpillar Asphalt Compactor and lease of three graders.
- Hiring of economic development firm, Asplin and Associates, in order to continue work with municipalities, the Upper Rio Grande EDC and SLV Development Resources Group, in an effort to improve the economic base and therefore increase sales tax revenue throughout Rio Grande County.
- The Land Use Department is finalizing the 2016 Comprehensive Plan which includes the County, as well as Monte Vista, South Fork and Del Norte.
- The Maintenance Department began upgrades to their shop by installing a new heating unit as well as foam insulation in order to better utilize the space. With these upgrades the shop will now become a working area for the department, rather than just a storage area.
- Completion of the Summitville shelter and kiosk project.
- Closing of the 2013 Homeland Security, DOLA and OEM Recovery Grants.
- Rio Grande County continues to be the fiscal agent for several grants in 2015 they included, three San Luis Valley Homeland Security Grants, three Recovery Grants (Rio

Grande, Mineral, Hinsdale, and Archuleta Counties), the Mitigation Plan Grant, two Underfunded Courthouse Grants, the Courthouse Security Grant, the Emergency Preparedness Grant, the DOLA Compressive Plan Grant and the San Luis Valley Revolving Loan Fund Grant.

The Rio Grande County Board of County Commissioners are mandated by statute to be custodians of the financial assets of Rio Grande County. They are elected by the voters to uphold this duty; as are all other elected officials. In the difficult economic environment that we are currently experiencing, the County Commissioners have a difficult responsibility in order to meet the needs of the constituents, as well as providing necessary funding in order for elected officials to fulfill their statutory responsibilities.

Budget prepared by:
Lori C. McGraw Rio Grande County
Chief Financial/Budget Officer
Date: December 9, 2015

Attest:

Doug Davie, Chairman

Mona Syring, Clerk and Recorder

COUNTY COMMISSIONERS' PROCEEDINGS

State of Colorado)
 ss
County of Rio Grande)

The Board of Rio Grande County Commissioners met in regular session on Monday, December 21, 2015. Members present were Chairman Doug Davie, Commissioner Karla Shriver, Commissioner Pam Bricker, County Administrator Carol Osborn, and Clerk of the Board Mona Syring.

At 9:00 a.m., Chairman Davie called the meeting to order and led the opening prayer. The Pledge of Allegiance was said. Commissioner Shriver moved to approve the agenda with the additions of an update from the Department of Social Services, a discussion about performance evaluations, and a discussion of 2016 goals. Commissioner Bricker seconded the motion and the motion carried. Commissioner Shriver moved to table the minutes from the December 9, 2015, meeting so the 2016 budget message can be included. Commissioner Bricker seconded the motion and the motion carried.

Chairman Davie asked if there were public comments and there were none.

At 9:17 a.m., performance evaluations were discussed. Commissioner Shriver noted that evaluations are typically done at the beginning of the year. Ms. Osborn asked if all department heads received evaluations now or at the anniversaries of their employment dates. Commissioner Bricker said that in the past department heads were evaluated at the beginning of the year. Chairman Davie said that Ms. Osborn will evaluate the department heads and these evaluations will be reviewed by the Board. Chairman Davie said that any evaluation should be reviewed by the Board. Commissioner Bricker stated that the Board is a government entity and there are strict rules about how personnel issues are dealt with. She also noted that personnel issues are not public information. Commissioner Bricker said that Ms. Osborn will do department heads' evaluations before the Board reviews them, then Ms. Osborn will be evaluated by the Board. Chairman Davie said that Ms. Osborn will not do elected officials' evaluations. Ms. Osborn said that she will evaluate all department heads except for the director of the Department of Social Services. Chairman Davie said that the Board will evaluate Ms. Osborn and she will evaluate the department heads. He asked for a copy of the evaluation form. It was agreed that each Commissioner would fill out the evaluation form and that Chairman Davie would compile the results.

Ms. Osborn reported that she attended the Weed District meeting and that it was interesting.

Chairman Davie asked if the January 6, 2016, meeting would be the Board's organizational meeting. Ms. Osborn said that it would be. Chairman Davie asked if the Board could meet at 10:00 on January 6, and the Board agreed.

At 9:30 a.m., Commissioner Shriver reported that she had received materials regarding Off Highway Vehicle information and will distribute it to the Board. Chairman Davie asked if the Board had any comments. Commissioner Bricker noted that OHVs crossing bridges was an issue. Chairman Davie noted that OHVs included motorcycles under 500 cc. Commissioner Shriver noted that snow machines were not considered OHVs by the State. Commissioner Bricker reiterated that clarification is needed about how State highway bridges could be crossed by OHVs when the access to OHV easements are not perpendicular to one another. Commissioner Shriver said there needs to be discussion about this. Commissioner Bricker noted that this will have to be approved by the State and that there would be liability if the County approves OHVs driving on bridges. The Board does not have the authority to approve State bridge crossings.

At 9:32 a.m., Jim Leist, UAV Advisory Committee, was present to update the Board. Mr. Leist, Commissioner Bricker, and Commissioner Shriver attended the San Luis Valley Unmanned Aerial Vehicle meeting on December 7, 2015. Bylaws were passed at this meeting. Mr. Leist expressed concern about the blank spaces left in these bylaws. He discussed the issue with County Attorney Bill Dunn, and Mr. Dunn said that bylaws were not typically created with blank spaces and that they are usually boilerplate documents.

Mr. Leist also expressed concern about the fact that even though there are two County representatives on the UAV Advisory Board, they share only one vote. Mr. Leist and Commissioner Bricker are Rio Grande County's official representatives for the advisory board. He noted that the representatives from Alamosa County were Darius Allen and Francis Song; Conejos County has one representative. Commissioner Bricker said that Costilla County was not informed about the meeting. Mr. Leist said that an email reminder had been sent.

Mr. Leist noted that there are many issues involved with bringing UAV business into the Valley: record keeping, certifications, making sure that pilots in command are licensed, etc. He said that the counties do not have funds for building the appropriate infrastructure. He also said that Rocky Mountain UAS has stated that it will pay for the use of Valley airspace, but Section 49 in the United States code book states that no payment can be made from a commercial entity to a government organization. The only exception to this is when military personnel fly on commercial flights.

Commissioner Shriver said that a conversation about procedures is needed. Commissioner Bricker agreed. Commissioner Shriver asked if copies of minutes from previous meetings were available. Mr. Leist stated that nothing has been sent out after meetings held over the last one or two years, before Certificates of Authorization were approved. Commissioner Bricker said she thought someone had taken minutes at previous meetings, and Ms. Osborn noted that minutes were available, but that some meetings were held without anyone taking minutes. Ms. Osborn also said that copies of handouts should be on record from previous meetings. Mr. Leist said that there has been no dissemination of minutes, and the meetings have not included a motion for minutes to be approved.

Mr. Leist said he has many questions and met with Mr. Song, chair of the UAV Advisory Committee, after the December 7, 2015, meeting. Mr. Leist's questions include:

- Does Alamosa County have a letter from the FAA finding that it can charge for the services of the Public Aircraft Operations? Mr. Leist cited 49 U.S.C Section 40125(A)(1) where reimbursement for operation a PAO is prohibited.
- Will they let us have copies of their policy and procedures manual and their emergency response plan so we can understand the program better?
- Will chase operations be flown under Part 91?
- Does Alamosa County have any minimum qualification requirements? Newly minted private pilot's building time for little or no pay?
- Why are test site operators required to have a privacy policy?
- What are the privacy requirements for test sites? Mr. Leist cited the privacy requirements published November 14, 2013 in the Federal Register:
 - Test site operators must comply with federal, state and other laws protecting an individuals' right to privacy.
 - Test site operators must have publicly available privacy policies and a written plan for data use and retention.
 - Test site operators must conduct an annual review of privacy practices that allows for public comment.
- What constitutes a commercial purpose that removes someone from PAO status?

Mr. Leist reported that Mr. Song said that Rocky Mountain UAS has refused to divulge details about the program until Alamosa County signs a contract with it. No one knows what this contract contains, yet no questions or concerns will be address until the contract is signed, which might be in 2017. Mr. Leist expressed concern that Mr. Song has no time to administer the program because of his other responsibilities. Mr. Leist said that clear answers are needed before the UAS project can be tackled.

Commissioners Bricker and Shriver suggested that smaller committees should be formed to address these issues and to help Mr. Song. Commissioner Bricker said that this has been a rushed process.

Mr. Leist said that no test flights have been conducted yet, and it would be illegal if they are done at this time. He also said that the meeting was too fast and there were not enough people in attendance with aviation backgrounds.

Chairman Davie asked what could be done. Mr. Leist said that the answer is to continue looking for answers to the questions. Commissioner Bricker said the program might be valuable, but more information is needed and noted that she would like to know more about the people involved. Mr. Leist said that economic development needs to be done right and legally. The next advisory board meeting will be January 21, 2016, but Mr. Leist cannot be there. Commissioner Bricker will be able to attend. Commissioner Shriver suggested that if other concerns come up, that Mr. Leist give them to Commissioner Bricker before the meeting. Mr. Leist said that he will keep the Board apprised. He noted that the FAA's main focus is safety; depending on the 2016 election, the FAA may begin promoting aviation again. He also said it is important to know how the National Transportation Safety Board fits into the program.

At 10:05 a.m., Emily Brown, Director of the Department of Public Health, was present to update the Board.

Ms. Brown reported that the Rio Grande Hospital needs assessment is nearly complete. She said it was good to have Behavioral Health involved. Commissioner Shriver said that expanding the CHAMP program was good. Ms. Brown said that it would first expand to Sargent, then to Monte Vista.

Ms. Brown requested ratification of the 2016 Immunization Core Services contract in the amount of \$17,546.00. Commissioner Shriver moved to ratify the contract for 2016. Commissioner Bricker seconded the motion and the motion carried.

Ms. Brown reported that there are cases of pertussis in the Valley. There has been one positive test and interviews indicate there are other cases. These cases are mostly children; no babies have been diagnosed. Public Health is working to provide information to health care providers. Commissioner Shriver noted that she heard a report on television news that Colorado failed on emergency response drills for communicable diseases.

Ms. Brown reported that rabies reporting information was presented to the Sheriff's department on December 17, 2015. The Department will also be working with school nurses and Headstarts on lead and hematocrit screenings. The Department will also work with school nurses and Headstarts to help them better utilize the Colorado Immunization Information System reporting.

Healthcare for Children with Special Needs clinics want to expand. The clinic in Alamosa always has a waiting list and there is a stipend for a Public Health nurse. A doctor from Denver wants to run a clinic in the Valley and the funding needs to be worked out.

Ms. Brown reported that Public Health is considering requesting the approval of an employee lactation accommodation policy. It is a State law that employers must provide a private, lockable area with an electrical outlet for mothers to pump breast milk during the work day. Commissioner Shriver suggested that the current employment policies be checked to see if this policy was included. Ms. Brown stressed that the policy should be consistent from employer to employer and said that Public Health will help employers draft their policies, with the County's support.

Ms. Brown reported that the generator is being checked regularly. She also reported that the Department will purchase a third DTR radio, which can be loaned to other departments as needed. Funds from Colorado Department of Public Health and Environment will be used for this purchase.

Upcoming meetings and trainings include:

- Ebola planning and annual meeting with directors, January 4, 2016
- Rio Grande Prevention Partners, January 5, 2016, Del Norte
- Regional Tobacco/Prevention Coalition meeting, January 6, 2016
- State review of Joint Risk Assessment tool for healthcare coalitions, January 7 and 14, 2016
- Executive IOG meeting, January 13, 2016
- Citizen Corps/Medical Reserve Corps, January 12, 2016
- Discussion with Rocky Mountain Prevention Research Center about partnering on needs assessment processes, January 20, 2016
- SLV West Health Care Coalition, January 21, 2016
- Public Health office day, January 22, 2016 (document shredding and cleaning)
- Regional Care Collaborative Organizations/Integrative Coordinated Health Partners resource sharing meeting, January 26, 2016
- Community collaboration meeting with RCCOs, January 26, 2016
- Community drug conference hosted by Neonatal Task Force, end of January 2016

At 10:30 a.m., County Treasurer Peggy Kern, County Assessor J.J. Mondragon, and County Administrator Carol Osborn were present to request approval of the 2016 mill levy certification. Ms. Osborn reported that the certification was completed by the due date.

Total School District Funds:	\$5,848,028.00
Total County Funds:	\$2,712,829.00
Total City and Town Funds:	\$ 557,372.00
Total Local Improvement and Service District Funds:	\$1,541,104.00

There is no Title 32 in Rio Grande County. There is no mill levy on the ambulance service.

Commissioner Bricker moved to approve the 2016 mill levy certification. Commissioner Shriver seconded the motion and the motion carried. The certification was signed. Commissioner Shriver informed all present that proposed water Subdistrict #2 will go before the court on February 23, 2016, and may or may not start collecting fees at that time, which would impact the Treasurer's office.

At 10:40 a.m., County Attorney Bill Dunn was present to update the board. Mr. Dunn reported talking to Dixie Diltz, Land Use Supervisor, regarding the request for building plans related to Proximity Malt LLC. He also talked with Proximity Malt's attorney and is waiting for a memorandum stating that building plans are excluded from the document request per the Freedom of Information Act.

Mr. Dunn reported that he reviewed the land use code as it relates to growing hemp in the County. He noted that agriculture is approved under the code and suggested including the definition of hemp in the code. Commissioner Shriver asked if the County ordinance prohibiting growing marijuana also prohibits growing industrial hemp. She asked Mr. Dunn if the ordinance needs to be revised to include the State statute regarding industrial hemp. Commissioner Shriver also asked what the procedure would be to revise the ordinance. Mr. Dunn said that a resolution would be made to amend the land use code. If the County ordinance needs to be revised, the existing ordinance would need to be rescinded and a new ordinance would be adopted. Mr. Dunn said he would review the wording of the County ordinance.

Chairman Davie asked Mr. Dunn what could be done about Carolyn Kloberdanz, who is again living improperly on her property. Mr. Dunn said that an injunction is needed from District Court. Commissioner Shriver said that an injunction needs to be filed. The consensus of the Board was to agree.

At 10:50 a.m., an elected official was present to request a special bonus for an employee. Commissioner Shriver asked for confirmation that funds had been budgeted for this type of bonus. Commissioner Shriver moved to approve the bonus. Commissioner Bricker seconded the motion and the motion carried.

It was noted that Cindy Hill is interested in becoming a board member of the Rio Grande County Museum. Ms. Hill will need to submit a letter of interest to the Board.

At 11:02 a.m., the Board adjourned to the Board of the Department of Social Services.

At 11:30 a.m., the Board of County Commissioners reconvened.

Ms. Osborn distributed the employee evaluation form. Chairman Davie said each Commissioner would fill out the form with regard to Ms. Osborn's performance evaluation, and he would compile the results. The consensus of the Board was to agree.

Ms. Osborn requested ratification of the approval of Robert Wold as consultant for the Hazard Mitigation Plan in the amount of \$75,000.00. Commissioner Bricker moved to approve the ratification. Commissioner Shriver seconded the motion and the motion carried.

Ms. Osborn presented two petitions for abatement of taxes for the Boys and Girls Club of the San Luis Valley: refunds in the amounts of \$2,865.78 and \$3,821.12. Ms. Osborn explained that because the club had been leasing a school property in 2013, it should not have paid taxes. Chairman Davie said he was not in favor of approving the refunds. Commissioner Shriver said that there were several land trades going on at that time. It was noted that the Boys and Girls Club is a nonprofit organization. Commissioner Shriver moved to approve the tax abatements. Commissioner Bricker seconded the motion and the motion carried. The tax abatements were signed.

Ms. Osborn reported that the Weed District is not engaging in a Forest Service co-op agreement. It is writing a grant in the amount of \$5,700.00 to offset the costs of the Road and Bridge Department spraying weeds. The spraying depends on who owns the right of way.

Ms. Osborn requested approval of the appointment of four members to the Rio Grande county Pest Control District Advisory Committee:

- Bryan Christensen, three-year term, January 2016 through December 2019
- Mark Mueller, three-year term, January 2016 through December 2019
- Jim Clare, three-year term, January 2016 through December 2019
- Keith Rogers, three-year term, January 2016 through December 2019

Commissioner Bricker moved to approve the appointments. Commissioner Shriver seconded the motion and the motion carried.

Ms. Osborn requested approval to obtain a County credit card for Dixie Diltz, Land Use Supervisor. The consensus of the Board was to approve the credit card with the same credit limit as on other County credit cards (\$2,000.00 or \$3,000.00).

Ms. Osborn presented two letters from the Office of the State Court Administrator approving the Underfunded Courthouse grants for 2016: \$4,220.00 and \$40,000.00.

Ms. Osborn presented the Tobin and Associates penetration reports for November and December 2015. There were no findings. Ms. Osborn requested approval to hire Tobin and Associates to do the same tests in 2016 at a cost of \$5,000.00. Chairman Davie said that this is a good deal. Commissioner Shriver asked if this amount was budgeted for 2016. Ms. Osborn said that it is and noted that this service provides a good check-and-balance for computer security. Commissioner Shriver moved to approve the contract for another year contingent on the concurrence of the County Treasurer. Commissioner Bricker seconded the motion and the motion carried.

Ms. Osborn presented a letter to County employees from the Board, explaining 2016 salaries and health benefits. The letter includes a table showing the trend of step increases. Commissioner Bricker asked for more clarification to explain the salaries and benefits. Commissioner Shriver asked if the percentage increase for the cost of health insurance could be verified and included in the letter. Ms. Osborn explained that in 2010 and 2011 no raises, including step increases, were given and the County absorbed all health insurance costs. In 2016, the employees will pay a percentage of their health insurance costs as in past years. Commissioner Bricker noted that the County is locked into its current health insurance coverage. Ms. Osborn said that other agencies have had a 20 percent increase in costs. She also said that County employees are not healthy, and this adds to the costs of health insurance.

Ms. Osborn presented a resolution on the exempt division of land requested at the December 9, 2015, meeting by Vick and Annette Lusero. This was voted on at the December 9, 2015, meeting. The resolution was signed. Book 578 Page 1239

It was noted that the people living on the Holfeltz property have a building permit that is good for a year. This permit is for drilling a well and installing a septic system. How sewage is currently being managed is a question.

It was noted that Carolyn Kloberdanz does not have a building permit because the shed she is living in is too small to require a permit. She needs a septic plan.

It was confirmed that a letter of support would be written for Lil Tykes Academy.

Ms. Osborn presented a memorandum of agreement between ten counties in and around the Valley to participate in conservation measures to support the long-term viability of the Rio Grande cutthroat trout and other species. Commissioner Shriver moved to approve the MOU because it is an important issue for the County and its constituents, and it is a cost-effective way to protect the County's interests. Commissioner Bricker seconded the motion and the motion carried.

The invoice for the interpretive signs at the Summitville shelter has not yet been received.

Ms. Osborn reported that the kitchen at the jail has no heat. Torres Plumbing has been called and parts were to be delivered on December 21, 2015. It is possible that a new heating system will be needed.

Ms. Osborn reported that she called Saguache County and it is not interested in sharing fuel costs at the airport. She said that fuel will be delivered by the end of the year.

Commissioner Shriver asked about the closing of the office the previous week. Ms. Osborn said that the office was covered by the Building and Land Use Departments. However, the phones were not transferred.

At 12:15 p.m., Kristy Dennis was present to discuss concerns about preparing bonus checks. She explained that the computer system used to prepare payroll checks does not easily allow paper checks to be written. In order to create paper checks, the chances for error are increased. Commissioner Bricker suggested changing the amount of the direct deposit checks to include the bonus amount. Ms. Dennis said that a letter explaining the bonuses could be included with the pay stub. Commissioner Bricker asked if the stub would show the difference in the amount so that the bonus would be readily visible. Ms. Dennis said that it would. Ms. Osborn asked how this might affect the amount of taxes deducted from the checks, and Ms. Dennis said that it might affect some employees. Commissioner Shriver asked if the payroll program has the ability to create bonuses and Ms. Dennis said that it does not. The consensus of the Board was to include the employee bonuses in the payroll checks with a way to identify the bonus portion of the checks.

Ms. Dennis noted that per diem payments go through accounts payable, rather than through payroll.

At 12:30 p.m., Clerk and Recorder Cindy Hill presented a copy of the County ordinance prohibiting growing marijuana in the County. She also reported receiving an open records request regarding bonding of the all elected officials9:30. This is currently handled through CTSI. Commissioner Shriver said that this change might have occurred due to a change in State statute. She suggested that Ms. Osborn discuss this with CTSI.

The Board reviewed the marijuana ordinance and found that nothing about industrial hemp was included. No action is needed.

Ms. Osborn reminded the Board about upcoming meetings:

- San Luis Valley Behavioral Health/Sheriff/County Commissioners, January 13, 2016, 11:00 a.m.
- Towns of Del Norte/South Fork Managers and City of Monte Vista Town Manager regarding recreation department and ATVs, January 13, 2016, 1:30 p.m.

At 12:40 p.m., the meeting was adjourned.

Attest:

Doug Davie, Chairman

Mona Syring, Clerk and Recorder

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, December 30, 2015. Members present were Chairman Doug Davie, Commissioner Karla Shriver, County Administrator Carol Osborn, and Clerk of the Board Mona Syring.

At 9:05 a.m., Chairman Davie called the meeting to order. Commissioner Shriver led the opening prayer. The Pledge of Allegiance was said. Commissioner Shriver moved to approve the agenda as presented. Chairman Davie seconded the motion and the motion carried. Commissioner Shriver moved to approve the minutes from the December 21, 2015, meeting with changes. Chairman Davie seconded the motion and the motion carried. Commissioner Shriver moved to approve the minutes from the December 9, 2015 meeting with corrections, with the understanding that the 2016 budget statement would be included. Chairman Davie seconded the motion and the motion carried.

Chairman Davie asked if there were public comments and there were none.

Chairman Davie asked if the 2016 Sheriff's budget had been prepared. Ms. Osborn said Finance Officer McGraw had put it in the mailbox for Undersheriff Raps and Sheriff Norton.

Ms. Osborn reported that the heating unit in the jail kitchen, which is attached to the stove hood, is in need of major repairs. Ms. Osborn suggested contacting another plumber because Torres Plumbing and Heating is expensive and charges for travel from La Jara. Commissioner Shriver noted that most companies charge for travel. Ms. Osborn said this heating unit is not part of the energy audit, and asked if another company could be contacted to provide a second opinion about repairs to the unit. Chairman Davie pointed out that this will take time and the unit needs to be fixed. Ms. Osborn said that the unit will have to be replaced, but the cost for this is not known at this time. If the replacement will cost more than \$5,000.00, bids will be needed. The consensus of the Board was to contact Torres Plumbing and Heating to repair the unit, unless the cost will be more than \$5,000.00.

At 9:25 a.m., payroll was presented. Commissioner Shriver moved to approve the December 2015 payroll. Chairman Davie seconded the motion and the motion carried.

December 2015 Payroll

County General:	\$184,165.99
Road and Bridge:	\$ 65,134.40
DSS:	\$100,251.02
Pest Control:	\$ 3,093.81
Public Health:	\$ 12,675.95
TOTAL:	\$375,321.17

It was noted that there was overtime at the jail. Commissioner Shriver commended the Road and Bridge Department for snowplowing December 24, 25, and 26, 2015. The Department was also plowing in South Fork earlier in the month during the Thanksgiving holiday as well. Commissioner Shriver said that working on holiday time was greatly appreciated. Chairman Davie noted that this is why Road and Bridge staff gets time off when other employees do not.

Chairman Davie noted that the Commissioner's room is cold and asked that the maintenance department be called.

At 9:30 a.m., the amended mill levy certification was presented. Commissioner Shriver moved to approve the amended certification. Chairman Davie seconded the motion and the motion carried. It was noted that in the previous certification the Center Sanitation District funds were incorrect. Ms. Osborn reported that she received the incorrect amount verbally, but has not yet received the paperwork, despite repeated reminders. She said she received the corrected figures verbally, but not in a written document. Chairman Davie asked for clarification. Ms. Osborn said she assumed the verbal report was accurate, and noted that it is the District's responsibility to submit the correct figures by the deadline, which was December 15, 2015. Chairman Davie asked if the figures received verbally will stand up, and asked about the consequences if the paperwork is not received. Ms. Osborn said she would again remind the District to send its figures. She reported that the mill levy certification was submitted to the State and County by the deadline.

The amended certification funds are:

Total School District Funds:	\$5,848,028.00
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Total County Funds:	\$2,712,829.00
Total City and Town Funds:	\$ 557,372.00
Total Local Improvement and Service District Funds:	\$1,541,966.00

At 9:27 a.m., the Board had a preliminary discussion about the 2016 holiday schedule. Due to an appointment, Chairman Davie may not be available for the January 6, 2016 meeting, so the reorganization of the Board might be postponed.

The Board reviewed a draft resolution of appointments to various boards for 2016. After review the following changes or additions were suggested:

- Commissioner Shriver will serve on the boards of the SLV Veterans Coalition, the Rio Grande Watershed Emergency Action Team, and SLV Great Outdoors.
- Jody Kern will serve as the representative for the Colorado Counties Inc. social services committee.
- Jerry Dennis will serve as the County emergency manager.
- Emily Brown will serve as the Public Information Officer.
- Commissioner Bricker will serve on the Crossroads board and the UAS advisory board.
- Chairman Davie is the representative for all Valley counties on the Hazardous Materials board (this should be deleted from the County list of board appointments).

The paper where public notices will be published was changed to the Monte Vista Journal. It was clarified that Southwest Bank is the County depository, along with Del Norte Bank. The Public Health Partnership has no County representative.

All 2016 meetings will be posted on the County website, with holidays noted where necessary. It was noted that the Good Friday holiday is a half-day.

The Board agreed to discuss not attending the summer session of CCI; it is expensive.

At 9:50 a.m., Clerk and Recorder Cindy Hill, Treasurer Peggy Kern, Assessor J.J. Mondragon, and Director of DSS Jody Kern were present to discuss the salary and benefits letter sent to all County employees.

Jody Kern reported that the difference in the general fund balance caused employees to question the reasoning for not receiving raises. She noted that there were some information gaps in the spreadsheet included in the letter. Ms. Kern said that trends in insurance rates have been kept in her department and she offered this document to the Board. Commissioner Shriver said it was important to monitor trends, and said that in 2010 and 2011 the County was building the general fund.

Ms. Hill said that employees received a 7 percent raise in 2008, and she received the same sort of comments regarding the amount in the current general fund. Commissioner Shriver suggested creating a file of year end balances. Jody Kern suggested making the decision-making process easier to understand in the future.

Ms. Hill also reported that employees asked when bonuses would be received and if taxes would be deducted. Her employees also asked why Alamosa County is in such good shape when Rio Grande County is not. Chairman Davie responded that solar farms in Alamosa County generate high property taxes. Ms. Osborn added that the funding for the new Justice Center has added to Alamosa County's funds. Jody Kern noted that Alamosa County generates more sales tax than Rio Grande County, and Commissioner Shriver said there is more building in Alamosa County than in Rio Grande County, which generates more property tax.

Ms. Hill said that to help her employees understand the reasoning behind receiving bonuses rather than raises, she reviewed each employee's salary and calculated what each one would be with a 2 percent raise, and compared that to the amount it would be with the \$400.00 bonus. This made it easier for the employees to understand. She also calculated the increase in health insurance rates, noting that most of her employees are single. The County is paying 82.4 percent of employees' insurance costs.

Chairman Davie confirmed that the bonuses would be received in the January 2016 paychecks, and Ms. Osborn confirmed that taxes would be deducted. Commissioner Shriver explained that the computer system that generates payroll is not able to issue separate, individual paper checks for bonuses. Chairman Davie noted that a 2 percent raise would have been larger for higher-paid employees, but that the bonus benefits more of the lower-paid employees.

Jody Kern reported that most of her staff is not happy with the bonuses; most are losing money. There is a difference in total payroll of about \$10,000.00. Commissioner Shriver apologized for the turmoil this has caused. Ms. Kern said that while the employees may not be happy, they understand.

Ms. Osborn asked how it was handled when no raises were given in the past. Ms. Hill said that department heads generally knew about the lack of funds ahead of time and were able to alert employees to the situation. Commissioner Shriver said that better communication is needed.

Peggy Kern reported that her employees understand and have seen similar trends in the past. She reported that when step increases were eliminated this year it was shocking, and earlier notification would have helped. Chairman Davie said that step increases might be implemented again in 2017. Commissioner Shriver asked if the step program needs to be evaluated because it is complicated. Jody Kern noted that the program keeps salaries fair and neutral; she would hesitate to change the system.

Peggy Kern said that when the current County pay scale was adopted, it was not done lightly. A firm was hired to develop and write job descriptions. At that time DSS was on the State pay scale, which was higher than the County's. It took work to move the department to the County pay scale. No employees took a pay cut, but some employees remained disgruntled. Some individual adjustments were made over time.

Commissioner Shriver asked if there is a way to make the pay scale better. Peggy Kern said that there is probably room for improvement after using the system for 10 to 15 years. Chairman Davie noted that the County is receiving less tax money than it has in the past. Peggy Kern said that during 2007-08, when the building market in South Fork collapsed (which reduced property taxes), the County tried to keep its employees front of mind. She said that people do not understand the difference when revenues are not available, nor do they understand the process of cutting expenses and where funds come from.

Chairman Davie said the Alamosa sales tax is annoying. Peggy Kern said that Rio Grande County is not comparable to Alamosa County.

Jody Kern reported news stories from Las Animas where the sheriff department will not be paid for the last two weeks of the year. The department overspent its budget. She said this is a good way to demonstrate how "to live within your means."

Commissioner Shriver suggested taking steps to be proactive in anticipating what might happen with departmental budgets. Ms. Hill noted that because of a lack of funds, the Town of Del Norte only has two police officers. Chairman Davie said that the County does not want any layoffs. Jody Kern said that employees understand the issues when they have notice.

Ms. Hill noted that the current system is good, but classifying some employees is difficult. Commissioner Shriver noted that employees in the Clerk's office and the Sheriff's department had to be evaluated in order to bring them to a level of equality with employees in other departments. Peggy Kern and Ms. Mondragon agreed, and Ms. Kern said that maybe it is time for a re-evaluation.

Commissioner Shriver asked when job descriptions are changed. Ms. Osborn asked when job descriptions are updated. Peggy Kern said that she reviews them at the time employee evaluations are done. She noted that changes in technology have changed how jobs are done in her department. Ms. Osborn asked if a training on job evaluations should be done. Jody Kern said she reviews job descriptions when she loses an employee, noting that any changes in job descriptions have to be approved by the Commissioners. Ms. Hill said that she does not review job descriptions.

Peggy Kern said that some employees are being left behind in comparison to employees in other counties or the State. She noted that they take jobs in Rio Grande County because they like living here. But they are not keeping up. Jody Kern noted that raises are given differently in other neighboring counties. Ms. Osborn said that Rio Grande County employees make about \$2.00 to \$3.00 less than employees in other counties.

Peggy Kern noted that in Rio Grande County there are 40-, 37.5-, and 35-hour-per-week employees. Her department works a 35-hour week. She encouraged the Board to be aware if other departments request more hours based on overtime. Ms. Osborn said the different hours worked by various departments affects how payroll is done. Ms. Hill said the Clerk's office works 40 hours per week. Jody Kern said that DSS works 37.5 hours per week, but that she works 40 hours per week. Ms. Osborn said the Sheriff's office works 32 hours per week, but is paid for 40

hours. Commissioner Shriver said this practice has been approved every year, but is not understood by the Board. Ms. Osborn said that Mountain States will be able to answer that question. Peggy Kern asked if other counties have this same difference in weekly hours between departments. Ms. Osborn said this would be a good survey to do. Peggy Kern said the three employees in the Treasurer's office are able to complete their work in 35 hours per week, but noted that if any of the employees change, the hours might change as well. Commissioner Shriver noted that this reflects the different mindset of today's workforce.

Ms. Hill requested a training on ergonomics from John Wagner of CTSI. She said computer keyboards in her department are not at good heights for all employees. Jody Kern said there would be no cost for this training. Ms. Osborn said that it would be a good training to do County-wide and will call Mr. Wagner and schedule a time in February or March.

Ms. Osborn said the holiday schedule for 2016 would be available the week of January 4, 2016. Ms. Hill suggested posting it on the County website.

Chairman Davie invited the group to bring any issues to the Board and thanked them for coming to the meeting.

At 11:00 a.m., Ms. Osborn reiterated that the holiday schedule for 2016 would be finalized next week. She said that there are no scheduled meetings or events scheduled for the next two weeks.

Ms. Osborn reported that the draft ATV ordinance proposed by Commissioner Shriver would be discussed on January 13, 2016. The Sheriff will be invited. The ordinance needs to be discussed with County Attorney Bill Dunn.

Chairman Davie said that ATV tourism is good for the County, but it does not generate taxes for County infrastructure. Commissioner Shriver said she believes that it does generate sales tax. Chairman Davie said it needs to be reviewed overall. Commissioner Shriver said that if building in the County starts again, this will generate more tax revenues. Ms. Osborn said she would schedule a meeting with Sheriff Norton and Attorney Dunn for January 6, 2016, at 1:30 p.m.

Ms. Osborn asked if the Board wanted to discuss the proposed plans for Casa Luminaria (starting a marijuana grow operation for sale to the Boulder area). Chairman Davie suggested waiting until the proposing group comes before the Board again. Commissioner Shriver said the proposal needs to be discussed with the Town of Del Norte and possibly with the public. Commissioner Shriver and Chairman Davie agreed that they are not in favor of the proposal.

A meeting about goals for 2016 will be scheduled for the afternoon of January 6, 2016.

Ms. Osborn reported that she had submitted a credit application for aviation fuel. A full load is being delivered January 4, 2016. There will be a consistent source for fuel for the airport.

Chairman Davie asked how things are going at the airport, and Ms. Osborn said things were going well. Commissioner Shriver asked if new maps have been received. Ms. Osborn said that Dan Russell needs to be contacted again. Commissioner Shriver noted that the maps have to be recorded and that two maps need to be consolidated. Ms. Osborn said that the airport board did not ask for that, but she will confirm.

Commissioner Shriver asked if the Coroner's contract had been signed. Ms. Osborn said insurance information was needed. Coroner Strohmayer agreed to rent for office space in the amount of \$350.00. Once the insurance information is received, the contract will be signed.

Commissioner Shriver asked what the cost of the Wall Smith Bateman review of the County financial information was. Ms. Osborn said that the review has not been done yet. Ms. Osborn noted that WSB did not give any advice with regard to time sheets, but did express surprise that Kristy Dennis did not see time sheets.

Commissioner Shriver asked if tablets had been purchased for any employees in the County. Ms. Osborn said that none had been purchased. Commissioner Shriver noted that a tablet had been approved for Patrick Sullivan in July. Ms. Osborn said that it needs to be determined how the tablet will be used to monitor fuel at the airport. Commissioner Shriver said that since a tablet had been discussed and had been approved in July, one should be purchased. Ms. Osborn said Mr. Sullivan would need a tablet only if the fuel could not be monitored on her computer. Commissioner Shriver suggested that Ms. Osborn discuss Mr. Sullivan's needs with him.

Commissioner Shriver asked if the new copier in the Administration office was on a long-term lease. Ms. Osborn said it was a three-year lease and that the copier has been very beneficial to the department. The ink is less expensive and has already shown a cost savings.

At 11:20 a.m., the meeting was adjourned.

Attest:

Doug Davie, Chairman

Mona Syring, Clerk and Recorder