

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, March 2, 2016. Members present were Chairman Doug Davie, Commissioner Pam Bricker, Commissioner Karla Shriver, and Clerk of the Board Mona Syring.

At 9:00 a.m., Chairman Davie called the meeting to order. Suzanne Bothell led the opening prayer. The Pledge of Allegiance was said. Commissioner Bricker moved to approve agenda as presented. Commissioner Shriver seconded the motion and the motion carried. Chairman Davie asked if there were public comments and there were none. Commissioner Shriver moved to approve the minutes from the February 24, 2016, meeting with changes. Commissioner Bricker seconded the motion and the motion carried.

At 9:07 a.m., Porfie Medina, Maintenance Department, was present to update the Board. Mr. Medina reported that the tiles in the entryway of the Annex are cracking, and a wall is cracking as well. This is probably due to frost heave. Mr. Medina requested approval to call someone to repair the tiles. Chairman Davie suggested that the Board visit the Annex to see the damage, which it did.

Mr. Medina reported that the Museum roof, which is leaking, will be cleaned and tarred when the weather is warmer.

Mr. Medina was asked if he works with a follow-up list, and he reported that he and his staff stay on top of maintenance issues. He said that the painting of the third floor is complete, but that touch-up paint is needed. The company that did the painting originally will not be paid until it returns the visitor's pass it was issued. It was unclear what number was assigned to this visitor's pass, but through the process of elimination, it can probably be found.

Commissioner Shriver asked if there is anything that can be done to reduce the amount of lawn maintenance that has to be done by the Maintenance staff. Mr. Medina said that rock will be laid one foot from the building, from the south side to the entry, this summer. Chairman Davie suggested installing sidewalks where people cross the lawn on both sides of the entry.

Commissioner Shriver asked how the new Maintenance employee is working out. Mr. Medina reported that adjustments are being made. Overall he said the Maintenance staff is a good team.

Mr. Medina reported that the heater and propane tank is working well and that insulating made a difference in the shop. There is an auto-fill arrangement with South Fork Propane. Mr. Medina reported that the furnace repair is complete.

Mr. Medina said a brush attachment is needed for the ATV used to move snow in the parking lots and the sidewalks. Mr. Medina estimated a cost of \$3,000.00. Commissioner Shriver indicated that she may know where a used one might be found.

At 9:20 a.m., Brianna Brannon, Weed District, was present to update the Board. Commissioner Bricker thanked her for the updates she has provided. Ms. Brannon said that the paperwork serves to keep everyone in the loop. Commissioner Bricker asked if the fall bills were back, and Ms. Brannon said they were. Commissioner Shriver noted that some of these bills are 20 to 30 years old. Ms. Brannon said that the District is only going back two to three years on uncollected bills. She is communicating with one property owner to collect what is owed to the District. Ms. Brannon said that she is now billing every Friday and this will make collections easier.

The Weed District budget shows income, and Ms. Brannon is increasing the number of grants being applied for. Ms. Brannon noted that charges for Road and Bridge work are lower, and that a \$5,500.00 grant has been approved to be used for weed spraying on County right of ways.

In order to plan the work of the District, Ms. Brannon is working on mapping serious areas that need a weed management plan. This will prevent having two people on the road on a constant basis.

Ms. Brannon is establishing maintenance records for District vehicles, and the District will soon be in compliance with CTSI safety processes. This will reduce the District's liability for any accident that may occur. Ms. Brannon reported that licenses and insurance have been renewed.

Commissioner Shriver suggested putting these records in personnel files, and Ms. Brannon agreed.

Chairman Davie asked if summer help was lined up. Ms. Brannon reported that summer employees have been called and are ready to work. A three-day training will be implemented before the summer work begins. This training will include accident training and how to manage a disgruntled land owner.

Commissioner Bricker commended Ms. Brannon for doing a good job. Ms. Brannon said that a new person has been hired for the San Luis Valley Weed District.

Ms. Brannon reported a bill sponsored by Senator Crowder regarding the spread of noxious weeds on Federal land (the Baca National Wildlife Refuge and the Alamosa-Monte Vista National Wildlife Refuges). Ms. Brannon said that there is no line item in the District's budget for managing weeds on the refuges; she estimated that the seasonal cost would be \$3,000.00, and she sent this information to Senator Crowder. Commissioner Shriver suggested that the Forest Service be included. Ms. Brannon agreed and further suggested that the Department of Agriculture also be included.

Ms. Brannon is putting together standard operating procedures for all agencies that work with the District. She reported that employees will sign these procedures after being trained on the procedures and this will go toward their technical training. Commissioner Shriver suggested that these procedures be reviewed by the Emergency Manager when he/she is hired as part of an overall communication chain. Ms. Brannon agreed.

Commissioner Shriver asked Ms. Brannon if there is training she needs. Ms. Brannon reported that she has most of her credits. She said there is a new law pending that determines the number of credits required each year, over a three-year period. She will address how this affects the budget when the law is passed. Ms. Brannon reported that her chemical license is up to date. Commissioner Shriver suggested putting these records in personnel files and Ms. Brannon agreed.

Ms. Brannon brought up the issue of comp time. She reported that she works from 7:00 a.m. until 5:00 p.m., while the regular hours are 7:00 a.m. until 3:00 p.m. She is working two extra hours per day. Commissioner Shriver said this would be reviewed with the Human Resources Department and would be discussed next month. Commissioner Bricker said that comp time must be approved. Ms. Brannon explained that she has experienced a steep learning curve and the extra hours have been necessary in order to do her job correctly. She said that she is filling several roles and noted that comp time has been approved for other staff. Chairman Davie and Commissioner Shriver agreed to discuss the issue next month.

Commissioner Shriver asked about the building being rented by the District. Ms. Brannon said that the rent is currently \$2,000.00 over budget. It was noted that this budget line item can be changed.

Ms. Brannon requested an upgrade of the District's cell phones. New cell phones would improve communications with staff and seasonal employees and allow the use of a free mapping app. Ms. Brannon is currently using her personal cell phone and would prefer to use a District phone. The cost, which would be funded through the District's capital expenditure furniture/equipment line item, would be \$1,500.00. These phones would be checked in and out daily. Commissioner Shriver moved to approve the cell phone upgrade. Commissioner Bricker seconded the motion and the motion carried. Ms. Brannon will work with Ms. Dennis to implement the purchase of the new phones.

Ms. Brannon reported that District equipment will be cleaned every Friday so that weed seeds will not be spread. Three leaf blowers have been purchased for this purpose. The procedure to be followed after a job is completed is to pack up the equipment and supplies, use the mapping app to generate an invoice, and clean the equipment.

At 9:50 a.m., February 2016 claims were presented. Commissioner Shriver moved to approve the claims with clarifications. Commissioner Bricker seconded the motion and the motion carried. Commissioner Shriver noted that a bill from the Sheriff's Department indicates that Alamosa County is not working with Conejos County to transfer inmates. She suggested that a discussion with Sheriff Jackson, Alamosa County, and Sheriff Norton be held. It was noted that the repair of the jail kitchen cost \$700.00. Chairman Davie asked who performed the work to remodel screens and food transfer doors for the jail pod. It was reported that the Road and Bridge Department did not do these repairs; Donnie Barton did the repairs and a bill for the work has not yet been received. Commissioner Shriver explained the voucher she submitted: it was

reimbursement for a trip to Durango for a State trails meeting and for an ink cartridge. It was noted that the Council of Government requested a payment of \$13,000.00; \$10,000.00 was approved. Payments to the Coroner need to be resolved.

## FEBRUARY 2016 CLAIMS

### COUNTY GENERAL

Aardvark Plumbing & Heating	Museum Furnace	\$1,284.54
Alamosa County	Rent-Homeland Security	\$300.00
CATA-CO Assn. Tax Appraisers	Dues	\$125.00
CCNC	Sheriff	\$100.00
Century Link	Telephone	\$417.49
Century Link	Telephone	\$9.24
Century Link	Telephone	\$746.98
Chaffee County Sheriff	Sheriff	\$380.00
Chematox Laboratory, Inc.	Blood Alcohol Test	\$20.00
Cherri Lyons	Mileage	\$241.20
Creative Product Source	Sheriff	\$738.76
Del Norte Auto Supply	Parts	\$22.20
Dept. of Social Services	Reimbursement	\$537.22
Digitcom Electronics	Communications Equipment	\$2,000.00
District Attorney Office	3rd Portion Budget	\$14,583.33
Don's Lock and Key Service	Lock change, keys	\$152.50
Eva Salazar	Reimbursement	\$42.30
G4S Secure Solutions	Sheriff	\$2,964.00
ICP, Inc.	Poster	\$125.00
Jack's Market	Supplies	\$287.20
Maddox Collections	Drug Test	\$55.00
Pro Com	Drug Test	\$37.00
Pts of America	Sheriff	\$431.30
RG & Associates	Master Plan	\$6,743.17
Rio Grande Services	Sheriff	\$730.75
SLV Glass	Windshield	\$285.00
SLV Hazardous Substance	Award	\$1,900.00
Thompson Publishing Group	Fair Labor Standards	\$496.99
Timothy Carden	Mileage	\$59.40
Valley Courier	Sheriff	\$398.25
Valley Lock and Security	Museum Security	\$1,312.53
Valley Publishing	Sheriff	\$57.75
Verizon Wireless	Telephone	\$101.81
Wex Bank	Fuel	\$310.92
Williams Consulting	Computer Consult	\$46.50
WSB Computer Services	Maintenance	\$1,650.00
WSB Computer Services	Maintenance	\$1,378.00
Xcel Energy	Electricity, Gas	\$2,270.15
Xcel Energy	Electricity, Gas	\$4,413.95
<b>TOTAL</b>		<b>\$47,755.43</b>
Account 499	Endorsement Stamps	\$171.98
Alamosa County	Rent-Homeland Security	\$300.00
Alamosa County	SLV Veterans Transportation	\$500.00
Business Solutions Leasing	Copier Lease	\$54.73
Century Link	Telephone	\$44.87
Century Link	Telephone	\$127.94
Century Link	Telephone	\$525.00
Century Link	Telephone	\$96.98
Chavez Plumbing & Heating	Boiler, Labor	\$629.88
Cindy Hill	Key, Election Closet	\$2.03
CO Bureau of Investigation	Sheriff	\$315.00
CO County Clerk's Assn.	Dues	\$811.50
Colo. Secretary of State	HAVA Training	\$60.00
Colorado Coroners Assoc.	Dues	\$780.00
Creede/Mineral County	Show Booths	\$3,200.00
Dale Trujillo	Mileage	\$31.95
Del Norte Auto Supply	Sheriff	\$43.61
Digitcom Electronics	Sheriff	\$164.30
Direct TV	Sheriff	\$165.98
E-470 Public Highway	Toll Road Brighton Class	\$13.90
El Paso County Coroner	Coroner	\$5,400.00
Endpoint Direct	Tax Notices	\$667.24
First Bankcard	Credit Card	\$4,670.76
Ford Plumbing, Inc.	Sheriff	\$834.40
Gobins	Copier Lease	\$31.50
Gobins	Copier Maintenance	\$339.86

Great America Financial	Copier Lease	\$452.00
Great America Financial	Copier Lease	\$349.13
Hart Intercivic	2016 Annual License	\$7,956.00
Haynie's Inc.	Sheriff	\$1.04
ID Edge	Sheriff	\$350.00
Jack's Market	Sheriff	\$121.72
Jeffrey J. Babcock	Homeland Security	\$4,985.26
Karla Shriver	Reimbursement	\$158.17
Krav Maga Worldwide	Sheriff	\$550.00
Leds, LLC	2016 Annual Maintenance	\$1,520.00
Maddox Collections	Drug Test	\$30.00
Meadow Gold Dairies, Inc.	Sheriff	\$359.51
Mobile record Shredders	Shredding	\$65.00
Mona Syring	Clerk	\$591.20
NADA Appraisal Guides	Title & Registration Textbook	\$186.00
Peggy J. Kern	Mileage	\$9.90
Pitney Bowes, Inc.	Rental	\$105.00
Rio Grande County	Reimbursement	\$718.15
Rio Grande Pharmacy	Sheriff	\$1,999.36
Rio Grande Services	Sheriff	\$131.60
San Luis Valley Council	2016 Funding	\$10,000.00
Shamrock Foods Company	Sheriff	\$3,780.55
South Fork Propane	Propane	\$171.35
Southern Colorado	2016 Dues	\$75.00
Southern Colorado	Conference Lunches	\$90.00
Spectracom LLC	Final Payment	\$11,634.24
Statutes Unlimited	Election Resource Manual	\$245.00
Strohmayr's Funeral Home	Coroner	\$1,735.11
Total Office Solutions	Office Supplies	\$389.81
United Reprographic	Copier Maintenance	\$88.29
Valley Publishing	Legal Notice	\$85.25
Valley Publishing	Legal Notice	\$72.00
Verizon Wireless	Telephone	\$1,262.03
Waxie Sanitary Supply	Supplies	\$758.68
Wex Bank	Fuel	\$2,696.01
William F. Dunn	Legal Fees	\$1,462.50
WSB Computer Services	Supplies, Materials	\$660.00
WSB Computer Services	Museum Recycling	\$11.00
WSB Computer Services	Maintenance Agreement	\$1,650.00
Xerox Business Services	Data Merge	\$5,640.13
<b>TOTAL</b>		<b>\$83,129.40</b>

American Fidelity	February Payroll	\$175.36
American Public Life	February Payroll	\$67.00
BC Services, Inc.	February Payroll	\$179.03
California State	February Payroll	\$500.00
Community Bank	February Payroll	\$58,159.42
Family Support Registry	February Payroll	\$50.00
Family Support Registry	February Payroll	\$355.00
Family Support Registry	February Payroll	\$405.00
Family Support Registry	February Payroll	\$350.00
I.R.S.	February Payroll	\$50.00
Rio Grande County Treasurer	February Payroll	\$47,065.54
Security Benefit	February Payroll	\$3,075.00
<b>TOTAL</b>		<b>\$110,431.35</b>

**ROAD AND BRIDGE**

2nd Steel	Parts	\$795.27
Century Link	Telephone	\$57.37
CO Dept. of Labor & Employment	Storage Tank Registration	\$35.00
Del Norte Auto Supply	Parts	\$1,469.87
Gunbarrel Service Station	Parts	\$62.00
Pro Com	Drug Test	\$144.50
Reliance Steel Co.	Parts	\$205.23
SLV REC	Electricity	\$177.00
Verizon Wireless	Telephone	\$144.09
Wagner Equipment	Parts	\$3,954.70
Waste Management	Trash	\$188.42
Wiley Chiropractic Group	Employee Treatment	\$85.00
WSB Computer Services	Computer	\$216.00
Xcel Energy	Electricity, Gas	\$2,523.34
<b>TOTAL</b>		<b>\$10,057.79</b>

Airgas USA, LLC	Chemicals	\$187.78
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Alta Fuels	Fuel	\$5,894.18
Century Link	Telephone	\$56.76
Century Link	Telephone	\$51.58
City of Monte Vista	Water	\$630.96
Division of Reclamation	Pit Permit-Hold	\$323.00
Drive Train Industries	Parts	\$247.03
First Bankcard	Credit Card	\$126.43
Force America Dist.	Parts	\$1,710.11
Four Corners Cooling	Oil Cooler, Radiator	\$990.00
Great America Financial	Copier Maintenance	\$136.17
Haynie's Inc.	Repairs, Tools, Supplies	\$1,004.54
Industrial & Farm Supply	Parts	\$220.98
James C. Montoya	Parts	\$59.00
Lawson Product Inc.	Parts	\$477.15
Lenco West	Parts	\$249.23
Leroy A. Romero	Cleaning-Hold	\$125.00
Matco Tools	Tools	\$15.40
Monte Vista Cooperative	Parts	\$441.57
MVMT	Parts	\$30.00
Myers Brothers Truck	Repairs	\$151.80
Parts Plus	Parts	\$47.32
Rio Grande Canal Water	Annual Assessment	\$3,030.00
Rock Products, Inc.	Rock	\$105,720.00
South Fork Propane	Propane	\$570.50
Staples Business	Office Supplies	\$78.21
Transwest Truck, Inc.	Parts	\$19.14
Valley Lumber and Supply	Parts	\$8.38
Wagner Equipment	Parts	\$6,487.68
Wex Bank	Fuel	\$1,005.74
Whitehall's Alpine	Parts	\$54.30
Wiley Chiropractic Group	Employee Treatment	\$85.00
<b>TOTAL</b>		<b>\$130,234.94</b>
American Fidelity	February Payroll	\$253.70
American Public Life	February Payroll	\$65.40
Community Bank	February Payroll	\$24,363.11
Rio Grande County Treasurer	February Payroll	\$18,604.70
Security Benefit	February Payroll	\$30.00
<b>TOTAL</b>		<b>\$43,316.91</b>
<b>DSS</b>		
American Fidelity	February Payroll	\$267.64
American Public Life	February Payroll	\$126.30
Community Bank	February Payroll	\$35,186.73
Rio Grande County Treasurer	February Payroll	\$30,405.64
Security Benefit	February Payroll	\$155.00
<b>TOTAL</b>		<b>\$66,141.31</b>
<b>PEST CONTROL</b>		
Jade Communications, LLC	Internet	\$73.65
S&S Distribution	Supplies	\$8.40
SLV REC	Electricity	\$80.00
Total Office Solutions	Office Supplies	\$128.90
<b>TOTAL</b>		<b>\$290.95</b>
Century Link	Telephone	\$90.61
First Bankcard	Credit Card	\$373.63
MDS Solid Waste, LLC	Trash	\$13.00
Monte Vista Chamber	Booth Fee	\$45.00
Rio Grande County	Weed Spraying	\$1,078.26
S&S Distribution	Supplies	\$31.40
Verizon Wireless	Telephone	\$32.31
WSB Computer Services	Computer Maintenance	\$51.50
<b>TOTAL</b>		<b>\$1,715.71</b>
Community Bank	February Payroll	\$943.07
Rio Grande County Treasurer	February Payroll	\$1,496.33
<b>TOTAL</b>		<b>\$2,439.40</b>
<b>AIRPORT</b>		
Century Link	Telephone	\$145.28
<b>TOTAL</b>		<b>\$145.28</b>
Century Link	Telephone	\$58.54
SLV REC	Electricity	\$1,723.00

**TOTAL** **\$1,781.54**

**PUBLIC HEALTH**

Alamosa CO Nursing SVC	Environmental Health Services	\$4,500.00
Century Link	Telephone	\$81.20
Century Link	Telephone	\$2.07
Century Link	Telephone	\$173.02
Del Norte School District	Nursing Position	\$774.44
Early Childhood Council	Healthy Community Services	\$2,265.00
Kristi Hillis	Monthly Pay	\$2,367.26
Staples Business	Office Supplies	\$773.93
<b>TOTAL</b>		<b>\$10,936.92</b>

Alamosa CO Nursing SVC	Ebola Meeting	\$68.30
Century Link	Telephone	\$16.38
Costilla County Public Health	EPSDT	\$2,140.00
Early Childhood Council	Healthy Community Services	\$2,265.00
First Bankcard	Credit Card	\$385.84
Robert Toews	Vaccine Reimbursement	\$96.67
Town of Del Norte	Health Fair Banner	\$25.00
Vaxcare	Vaccines and Fees	\$393.00
Verizon Wireless	Telephone	\$82.28
WSB Computer Services	Virus Protection	\$260.00
<b>TOTAL</b>		<b>\$5,732.47</b>

Community Bank	February Payroll	\$4,279.82
Rio Grande County Treasurer	February Payroll	\$5,764.93
<b>TOTAL</b>		<b>\$10,044.75</b>

At 10:05 a.m., Suzanne Benton was present to update the Board. She reported that the State wires transfers for payments from the State to the County every day, and are not specific. Determining what payments need to be made is time consuming. Ms. Benton reported that single entry point payments are being routed to the Conservation Trust fund, rather than to DSS. These transfers have to be rerouted every time they come in. She is also working to reroute Conservation Trust funds for the Summitville kiosk to the County General fund.

Ms. Benton reported that the Office of Emergency Management Governor's Recovery Grant reports are complete for quarters two, three, and four. These reports will be electronically filed as soon as narrative reports for quarters two and four are received from Kristine Borchers, Rio Grande Watershed Emergency Action Team. The Governor's grant had \$146.17 remaining; the DOLA grant had \$460.60 remaining. (These are corrected amounts; it was reported at an earlier meeting that \$29,000.00 remained.) The Colorado Parks and Wildlife Impact Assistance Grant Application, in the amount of \$4,928.67, is complete and has been submitted. Ms. Benton also reported that office structure and job descriptions have been completed.

Ms. Benton reported that she is working on the DOLA Recovery Grant. The State will reimburse the County in the amount of \$146,000.00. She is also working on the banking for Automated Clearing House's payroll withholding, as well as the annual audit for the Certified Workers' Compensation Professional's 2015 payroll. She has started to work on the Conservation Trust annual report, which is due March 31, 2016.

Ms. Benton is researching the possible overpayment to RG & Associates for the 2016 Master Plan. The contract between the County and RG & Associates stated that the amount to be paid should not exceed \$74,230.00 and it appears that \$1,856.15 over this amount has been paid. The Rio Grande Watershed Emergency Action Team has contributed \$20,000.00. The Town of Del Norte has paid its portion in the amount of \$3,750.00; The City of Monte Vista and the Town of South Fork owe their portions. The County portion will be \$10,000.00.

Ms. Dennis reported that she has sent vouchers with specific line item numbers to the secretary at Strohmayer's Funeral Home, and has explained the invoicing process. Commissioner Shriver suggested that Ms. Dennis monitor the payments for the jail kitchen repair.

At 10:12 a.m., Vickie Olsen and Al Malespini, Homelake, were present to request a letter of support for the remodeling at the Veterans Center. A VO grant in the amount of \$344,000.00 was received from the Ralph Outcault Foundation; 25 percent of this was saved as a match for a grant from the Colorado Historical Fund in the amount of \$290,000.00 for phase two of the project to remodel the chapel. This grant is available in August. Commissioner Bricker moved to approve the letter of support for the Homelake chapel restoration. Commissioner Shriver seconded the motion and the motion carried. Chairman Davie signed the letter.

Mr. Malespini reported that the work on the chapel is behind schedule because of strict State requirements. The first phase of restoration is for the interior of the chapel, including two new exits, new floors, stabilization rafters, and a heating system. Fire damage also needs to be repaired. A ramp and stairs will be added in order for the chapel to be ADA compliant. Commissioner Bricker asked if the State Historical Society was supporting the project and Mr. Malespini said it is. There are new building codes, especially as they relate to the heating system, that will need to be reviewed.

The second phase of the project includes restoration of the foundation rock and installation and sealing of windows. A donation of rock has been received. Engineering costs are approximately 30 percent over the original estimate of costs.

Ms. Malespini noted that it might be possible to obtain a Boettcher Foundation grant for remodeling the administration building so it can house the museum. The cost for replacing windows through the Colorado Historical Society grant will be approximately \$168,000.00. Some rotten wood and sashes need to be replaced. The Colorado Historical Society has strict regulations regarding what type of windows can be used, and usually require single-pane windows.

Other improvements being made at Homelake include 500 open plots in the cemetery and making the kitchen more like a restaurant. The cost of these efforts is \$675,000.00. The nursing home needs a new roof. Mr. Malespini reported that the Veterans Center joined a water management subdistrict. Commissioner Shriver noted that Rio Grande County donated land to the Veterans Center in the 1800s.

At 10:30 a.m., Kristy Dennis, Human Resources/Finance Officer, and Suzanne Benton, Interim Finance Officer were present.

Commissioner Shriver reported that SLV Great Outdoors Colorado has established its Protect, Inspire, and Connect Initiative to correlate with GOCO. The Inspire portion of the initiative will provide a planning grant to the Valley's six counties to provide outdoor recreation opportunities for youth. The cost to implement this project will be \$2 to \$5 million. Concept papers for the Connect portion of this initiative will include trail development on the east side of the Valley: The non-motorized trails will run from Crestone to the school, to Baca, to the Sand Dunes, and to Zapata Falls. On the west side of the Valley, trails have been developed in Del Norte and Penitente Canyon. Commissioner Shriver requested a letter of support for the planning grant (no funds) in partnership with U.S. Fish and Wildlife, Saguache, and Crestone. She noted that the Valley is beginning to receive name recognition for its trails. Commissioner Bricker also noted that the Limekiln trails can be used for races and can be connected to the Del Norte trails. Commissioner Shriver moved to approve the letter of support for the benefit of Rio Grande County and the San Luis Valley. Commissioner Bricker seconded the motion and the motion carried. The letter was signed.

Ms. Dennis reported that Sheriff Brian Norton signed a memorandum of understanding with Alamosa County for victim's advocates on February 29, 2016. Commissioner Shriver moved to approve the MOU. Commissioner Bricker seconded the motion and the motion carried.

Ms. Dennis presented the Sheriff's Department meal log for February 2016:

Inmate meals:	3,609
Cook meals:	32
Jailer meals:	480
Office meals:	115
<b>TOTAL:</b>	<b>4,236</b>
Food cost:	\$4,576.31
Cost per meal:	\$1.08
Average cost for six months:	\$1.03

It was noted that the Conejos District proposal regarding pine beetles needs to be reviewed.

Ms. Dennis reported that she has emailed Crossroads/Turning Point regarding the County's funding in the amount of \$2,000.00. She requested clarification about services actually provided to Rio Grande County and whether these funds would be used for the detox program. Commissioner Bricker provided a spreadsheet from Crossroads/Turning Point indicating that it served 52 individuals from Monte Vista for DUI Level 2. She reported that the total crisis intervention services provided to the County was 434. Both the Alamosa and Monte Vista facilities were used. Commissioner Shriver reported that Sheriff Norton does not feel that

Crossroad/Turning Point provides service when requested by the Sheriff's Department. Detox is being done at the jail. Commissioner Bricker noted that the detox services also include the methadone clinic. It was agreed to table this issue until the March 9, 2016, meeting; it was noted that it is important for Rio Grande County receive services.

Ms. Dennis reported that she continues to research the County maternity policies.

Ms. Dennis reported that she found the courthouse security plan, which has been approved by the Board, and gave it to Jerry Duran, Courthouse Security Deputy. The Courthouse Door Remodel Project Grant will be reviewed by Randy Kern.

Commissioner Shriver asked if the Board had changes on the Airport Advisory Board Guidelines. No changes were suggested. Commissioner Shriver moved to approve the guidelines, with a signature. Commissioner Bricker seconded the motion and the motion carried. The guidelines were signed. Once Tom Haefeli signs the guidelines, copies will be filed in the Administration office and sent to the Airport Advisory Board.

Ms. Benton reported that the Best and Brightest program, which is run through the University of Denver, identifies community programs where mentors are available. A list of mentors is due in August 2016, and will be chosen in October. Interns in this program start at a salary of \$35,000.00 plus benefits, half of which is paid by the County.

Ms. Benton scheduled a meeting with the Town of South Fork for March 22, 2016, at 7:30 a.m., at the Red Bear.

Ms. Dennis requested time off the third week in March. The Affordable Care Act reporting is due in March, and the new software will be a great deal of work. The consensus of the Board was to agree to the time off and to offer help with the office.

Ms. Benton scheduled a public hearing regarding an abatement for Community Banks on March 16, 2016, at 11:00 a.m.

At 11:07 a.m., Jess Zastrow, Athie Daniels, and Patrick Sullivan were present to discuss the possible extension of County Road 71. Mr. Zastrow is requesting this extension in order to access his property more easily. There is no subdivision in this area. Mr. Sullivan noted that the Road and Bridge Department maintains one mile of County Road 71 as a courtesy, plus an additional 500 feet on the west end of the road. The Board stressed that it cannot give legal advice, but agreed that the road could likely be extended. Mr. Sullivan said that if plats show there is a dedicated easement, then Mr. Zastrow could extend the road west to access the east line of his property. Mr. Zastrow said that he would maintain the road himself, once it is built; it would not become the County's responsibility. Mr. Sullivan noted that Mr. Zastrow will need resolve the easement issues; the extension of the road must be dedicated on a plat as public access or a right of way. Commissioner Shriver said that if all the paperwork is done and extending the road is legal, it is probably acceptable, and recommended that Mr. Zastrow review the plat of the property. Mr. Zastrow said that he has the equipment to build the road.

Ms. Benton requested that the Board authorize her to approve and sign vehicle titles. Commissioner Shriver moved to authorize Ms. Benton to approve and sign vehicle titles. Commissioner Bricker seconded the motion and the motion carried.

Commissioner Shriver reported receiving a text message from Interim Emergency Manager, Jerry Dennis, reporting that he had been shut out of a State emergency training and DTR radio drill. The reason for this was unclear.

At 11:40 a.m., pursuant to C.R.S. 24-6-402(4)(f), Commissioner Shriver moved to go into executive session for personnel matters. Commissioner Bricker seconded the motion and the motion carried.

At 12:15 p.m., Commissioner Bricker moved to adjourn the executive session. Commissioner Shriver seconded the motion and the motion carried.

Commissioner Shriver moved to approve the County Administrator job description and to immediately prepare ads for the Office Assistant, the Emergency Manager, and the County Administrator; the ads will be posted on the County website. Commissioner Bricker seconded the motion and the motion carried. The ads will run in the Monte Vista Journal starting on Saturday, March 9, 2016, and in the Valley Courier starting on March 5, 2016, and will run for twelve issues.

At 12:20 p.m., Commissioner Shriver moved to adjourn the meeting. Commissioner Bricker seconded the motion and the motion carried.

Attest:

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Doug Davie, 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, March 9, 2016. Members present were Chairman Doug Davie, Commissioner Pam Bricker, Commissioner Karla Shriver, and Clerk of the Board Mona Syring.

At 9:00 a.m., Chairman Davie called the meeting to order. Commissioner Bricker led the opening prayer. The Pledge of Allegiance was said. Commissioner Bricker moved to approve agenda with the additions of an update from Suzanne Benton, a meeting with Holly Wheelwright regarding an RFP for the Underfunded Courthouse Grant, and other reports. Commissioner Shriver seconded the motion and the motion carried. Chairman Davie asked if there were public comments and there were none. Commissioner Shriver moved to table approval of the minutes from the March 2, 2016. Commissioner Bricker seconded the motion and the motion carried.

Commissioner Shriver reported that County Attorney Bill Dunn has made some notes regarding the ordinance process. She also reported that HB16-1030, Off Highway Vehicles Regulation and Local Government, passed the senate committee unanimously. The bill also includes highway crossing regulations. Commissioner Shriver noted that Senator Crowder supports the bill. The bill states that local authorities, through ordinances, may regulate the roads that can be used by OHVs, and that Forest Service grants will not be jeopardized. Chairman Davie suggested that it might be more efficient to designate roads that are not available to OHVs, rather than list all the roads that are usable by OHVs. Commissioner Bricker noted that the city of Silverthorne has regulated the times OHVs can be ridden in order to control noise in residential areas. Commissioner Shriver suggested that an ordinance can be passed now, and then reviewed in a year to make any necessary changes. Commissioner Bricker asked if only South Fork would be covered by the ordinance, or if Monte Vista and Del Norte would be included as well. As discussed in previous work sessions, she suggested that the County start with South Fork and phase in the rest of the County over time. Commissioner Shriver suggested holding a work session with Sheriff Brian Norton and Bill Dunn to discuss the ordinance again.

At 9:18 a.m., Patrick Sullivan, Road and Bridge Supervisor, was present to update the Board. The Highway Users Tax Fund report was completed and submitted to the State in February 2016. Equipment purchased at auction was picked up. Mr. Sullivan reported that crushing was completed at the Del Norte pit and Southway has removed the crusher. There will be a three-to-five year supply of crushed material. Mr. Sullivan noted that if the South Fork pit is expanded, the material will not have to be screened. The State will remove the chips and may use them for chip sealing the highway between Monte Vista and Del Norte.

Mr. Sullivan reported that construction work on County Road 15 is approximately two-thirds complete. The Department took delivery of a snow plow blade for the airport. The blade reduced the time to plow the airport by two-thirds. The equipment trade with the Mineral County fire department is complete. Mr. Sullivan reported that the Department spent several days plowing snow in February.

Mr. Sullivan reported an ice jam near Frisco Creek Drive, which crossed Valley View Drive. Culverts are needed and some trees need to be trimmed to allow drainage into the creek. The Department cut a groove upstream from the ice jam and this allowed the water to flow. Mr. Sullivan said that in order to remedy the problem, the property owner and the ditch user will need to help. Mr. Sullivan will talk to the ditch owner.

Mr. Sullivan reported that repairs have been made on a track hoe excavator. A used hydraulic pump was purchased at a cost of \$2,500.00, and a dump cylinder was purchased at a cost of \$1,500.00. Labor costs were included.

Mr. Sullivan reported that proposed work includes continuing the construction on County Road 15. Mr. Sullivan said that Anaconda Ditch water has been sold to the San Luis Valley Water Conservancy District, so the size of the pipe needs to be reduced and a culvert needs to be replaced. In order to determine the size of the pipe needed, Mr. Sullivan needs to find out the amount of water that will flow through the ditch. He will talk to Allen Davey and Heather Dutton for direction.

Mr. Sullivan reported that the Department will back slope the Del Note pit. Absmeier Landscaping and Construction has removed some large boulders from the pit for use at the new Rio Grande Water Conservancy District building. A dollar value will be established for these boulders.

Mr. Sullivan reported receiving an email from Gary Johnson regarding the Monte Vista ice skating rink. The rink will be disassembled and the posts will be removed at the end of the season and the materials need to be stored. Mr. Johnson asked if the materials could be stored in the McMullen Building; Mr. Sullivan is not in favor of this. Commissioner Bricker suggested that Mr. Johnson find another place to store the materials. The consensus of the Board was not to store the ice rink materials in the McMullen Building. All materials need to be removed so nothing is in the way of the San Luis Valley Fair.

Commissioner Shriver informed Mr. Sullivan about the pending legislative bill regarding OHVs. She noted that this will make an OHV ordinance a priority for the County, and suggested that a meeting with Mr. Sullivan and Sheriff Norton be scheduled.

Mr. Sullivan commented about a discussion he had with Commissioner Shriver about the need for more radios. He suggested that rather than obtaining radios for the Road and Bridge Department, it might be more productive to obtain radios for the Sheriff's Department. Commissioner Shriver said that the Sheriff's Department does not have adequate radios to communicate with airplanes. The radios are old and need to be replaced. The Rio Grande Watershed Emergency Action Team has budgeted \$15,000.00 for radios, and Mr. Sullivan suggested that the Sheriff's Department's needs be met first. The radio used by the Road and Bridge Department is adequate to communicate with airplanes in an emergency; the radio was purchased through the Alamosa airport at a cost of \$300.00. Commissioner Shriver noted that Hinsdale and Mineral Counties have ham radios and a team of volunteers to run them in an emergency.

Mr. Sullivan noted that there are some large culvert jobs that will be completed in the future. He also said that signs could not be put up for the Crane Festival, but that traffic counters were installed so the needs for next year could be addressed.

Chairman Davie asked Mr. Sullivan if the Board of Health can condemn a meth lab. Mr. Sullivan said it could.

At 9:50 a.m., Randy Kern, Building Department, and Dixie Diltz, Land Use Department were present to update the Board. Mr. Kern and Ms. Diltz reported that they visited the people living on the Holfeltz property to address various concerns. It was noted that no building has taken place and the people continue to live in a camper. Waste is being buried in holes, and a heater inside the camper might be poisoning the inhabitants. The residents are bringing in water and propane. Mr. Kern said that the eminent threat has been addressed and the Department of Public Health has been notified. He suggested that a cease-and-desist order is needed. Zoning violations are another concern, and there are no plans to build a house. Ms. Diltz reported that the inhabitants' plan is to use the property as collateral to pay for the building of a house, but Pro-Shed will not accept the land in lieu of money. Commissioner Shriver suggested requesting a letter of credit that would prove that there are plans to build. Ms. Diltz agreed.

Ms. Diltz reported that the codes that apply to this situation need to be clarified. The code states that a person can stay on undeveloped land for 180 days, if a building permit is obtained. In this case, the 180 days ends on April 30, 2016. The question is what happens after the 180-day period expires. Ms. Diltz noted that public health and building codes are the main issues in this situation, along with how debris and waste are being managed. Commissioner Shriver asked Ms. Diltz to list all the violations so that they can be addressed by April 30, 2016.

At 10:00 a.m., the Board and Randy Kern met with Holly Wheelwright to discuss plans for remodeling a doorway on the third floor of the courthouse with one part of the Underfunded Courthouse Grant. The plans include changing the current jury room into an office; this will allow the judge to be behind the security doors. The current judge's chambers will be changed into the jury room. This will involve removing a closet door and creating a hallway to the bathroom for juror use so that jurors will not leave secured areas. A 3/0 door will be used. No lighting will

be changed. It was noted that even with the planned changes, the area will not be ADA compliant. Ms. Wheelwright asked if a ceiling fan could be installed in Judge Hayes's office. Commissioner Shriver said that a request is all that is needed.

At 10:15 a.m., Randy Kern and Dixie Diltz continued their update to the Board. He requested a signature on a request for reimbursement for hotel expenses.

Mr. Kern reported that a vacation home in the Alpine area is installing a waste vault and a water cistern.

At the conference Mr. Kern attended, tiny houses were discussed, and he received information about zoning and taxing guidelines. There are two classifications of tiny houses: those that are built on a permanent foundation and those that are on wheels, which are considered recreational vehicles. Commissioner Shriver suggested that the Valley counties should have similar codes and definitions. Ms. Diltz noted that if a tiny house is on wheels, it needs to be built using RV regulations, and it would not be considered a full-time residence. If a tiny house is built on a permanent foundation, it must meet the building codes that are currently in force.

Mr. Kern reported that railroad containers can become houses once systems (heating, electricity, sewer, water, etc.) are installed. The owners then go through the Division of Housing for approvals. An engineer must be involved in any work done on the outside of the container.

At 10:30 a.m., Ms. Diltz informed the Board that members are needed for the Board of Adjustments. An ad was run, but no responses were received. Bob Vanlwarden is the only person on this board. Commissioner Shriver noted that the Planning and Zoning Commission is currently serving as the Board of Adjustments. A Planning Commission meeting is scheduled for March 15, 2016.

Ms. Diltz reported that Mike Mueller is building an addition on his house. The setback should be 25 feet, but is actually 20 feet on his property. Ms. Diltz recommended allowing the addition as long as it is built within the 20 foot setback; there is already a portion of the house within the 20 feet. The consensus of the Board was to agree, and Commissioner Shriver asked Ms. Diltz to document the decision.

Ms. Diltz reported receiving Letters of Maps of Revision from Proximity Malt LLC and a property located at 6775 West County Road 5 North. Both these property owners are requesting to be removed from the flood plain. Ms. Diltz said that she has no training on this issue. Commissioner Bricker suggested that she call the State for direction. Ms. Diltz said she called the State and is waiting for a return call. It was suggested that the property owners might work with RG & Associates on this matter, and that RG & Associates could provide a report. Chairman Davie noted that the County Road 5 North property is in the flood plain. Ms. Diltz said she would talk with Flood Relief Specialists.

Ms. Diltz reported that Colorado Recyclers is behind in cleaning up scrap metal. It has received six buildings from the former A.E. Staley plant and is able to haul one load per day. It will continue to work on cleaning up the scrap metal.

Ms. Diltz reported that an application has been received from Hot Rod Dirt Drags to conduct a race similar to the one held last year. She noted that the Planning Commission will discuss an Amish school and the 2016 Master Plan at its upcoming meeting.

At 10:45 a.m., Suzanne Benton, Interim Finance Officer, and Kristy Dennis, Human Resources/Finance Officer, were present to update the Board. Ms. Benton presented two tax abatements: a minor structure was taxed as a residential structure, \$95.87; and a state assessed rebate, \$5.04. Commissioner Bricker moved to approve the tax abatements. Commissioner Shriver seconded the motion and the motion carried. The abatements were signed.

It was noted that the Airport Advisory Board has approved its operational guidelines.

Ms. Dennis reported that she received a call from Tina White, Crossroads/Turning Point, regarding the \$2,000.00 funding from the County. Ms. White said that the CEO of Crossroads/Turning Point will respond regarding the contract for providing detox services. Commissioner Bricker recommended that Crossroads be held accountable for services provided to the Sheriff's Department, and noted that the \$2,000.00 is for the new methadone clinic. Commissioner Shriver asked for clarification of what services are offered from the Monte Vista office. Commissioner Bricker noted that the Monte Vista office offers counseling services. Commissioner Shriver indicated that the Monte Vista office showed zero numbers.

Ms. Dennis presented the monthly Veterans Service report. Ms. Dennis presented a letter from the Rio Grande Waters Users Association giving notice of the annual membership meeting scheduled for March 17, 2016, at 1:30 p.m., at the Monte Vista Co-op.

Ms. Dennis reported that Christina Gallegos, Court Administrator, has arranged an agreement with Century Link to upgrade the court's bandwidth. There is no cost for this upgrade, but an approved agreement is needed. Commissioner Shriver moved to approve the agreement with Century Link. Commissioner Bricker seconded the motion and the motion carried. Chairman Davie signed the agreement.

Ms. Dennis reported that Rio Grande Hospital and Clinic is changing its USDA loan for costs of renovation. A response is due in 60 days. The consensus of the Board was to agree with this change.

Ms. Dennis reported receiving inquiries about the advertised Office Assistant job; no inquiries have been received regarding the Emergency Manager or the County Administrator positions.

Ms. Benton reported that a check in the amount of \$21,398.92 for the Summitville project has to be moved from the County General fund to the Conservation Trust fund. Commissioner Bricker moved to approve this transfer. Commissioner Shriver seconded the motion and the motion carried. Ms. Benton noted that the Conservation Trust fund is over-expended. She also noted that there is still a problem with DSS funds being mis-routed to the Conservation Trust fund.

Ms. Benton reported that Tobin and Associates will conduct penetration tests on March 14, 2016.

Ms. Benton reported that the annual Storm Water Permit report is complete (there are no violations), and she requested a signature. She noted that the Road and Bridge Department inspects the drainage from the airport to the river every quarter. Chairman Davie signed the report.

Ms. Benton reported that the City of Monte Vista requested a copy of the signed memorandum of understanding between Rio Grande County, the City of Monte Vista, and Gary Johnson dba The Monte Vista Ice Rink Committee. This MOU was not signed by the former County Administrator. A copy of the minutes of the meeting where this MOU was approved will be sent to the City of Monte Vista.

Ms. Benton noted that she is currently managing four email accounts. She asked that one of the commissioners manage the commissioners' email. Commissioner Bricker said she would monitor this email.

At 11:05 a.m., Adam Moore and Sam Scavo, Colorado State Forest Service, were present to update the Board.

Mr. Moore presented the Colorado State Forest Service Five-Year Strategic Plan, which describes the focus, service, and goals of the Forest Service:

1. Forestry leadership and expertise, which includes working with Firewise to mitigate fire threats.
2. Proactive forest stewardship, which includes fuels mitigation, working with landowners regarding disease and insects, and urban forestry.
3. Strategic partnerships and collaboration
4. Visibility, which includes making sure the public is aware of the Forest Service through newspaper articles and radio spots.
5. Organizational excellence, which includes hiring good employees and providing compensation and training for them.

Mr. Moore presented the 2015 Report on the Health of Colorado's Forests. For the fourth year, the San Luis Valley has experienced wide-spread infestation of the spruce beetle, as well as the spruce bud worm. The Douglas fir beetle has been identified in Saguache County. Mr. Moore noted that the number of the beetles is going down because so many trees have been eaten. He reported that insecticide is being used in Colorado Springs to control the beetles.

Mr. Moore reported that the Title III Secure Rural Schools contract contains few changes from 2015. He noted that 2015 was a wetter year and fire activity was slower. He said that it is more difficult to capture the public's interest in fire mitigation, three years after the West Fork fire. There have been discussions with the Willow Park homeowners' association and with Alamo

Park. There will be a meeting at River Island Ranch on Labor Day. The Forest Service is meeting with homeowners and communities to assist with fire breaks. Commissioner Shriver suggested that a meeting with the town of Jasper be held to discuss fire mitigation. Mr. Moore agreed and said that he has had difficulty connecting with anyone in Jasper. It was suggested that Patrick Sullivan help make the connection through the Monte Vista Fire Department. The existing SRS contract expires July 1, 2016. Mr. Moore noted that the Community Wildfire Protection Plan will be updated in the new contract.

Mr. Moore reported that details are being worked out with regard to the chipper purchased for the South Fork Fire Department. A flyer has been prepared that includes information about how to use mulch. Commissioner Shriver asked if Mr. Moore had received the MOU agreement containing the specifics about the chipper, and Mr. Moore said he had not.

Commissioner Bricker asked about this year's fire outlook. Mr. Moore said there have been several small fires, but predicting fires is difficult. He noted that the weather forecast indicates dry weather from June through December. Commissioner Shriver suggested that Mr. Moore meet with the Town of South Fork; he agreed.

Ms. Benton reported that a hearing regarding the use of Title III funds was to be held in February, but has been rescheduled for March 30, 2016, at 10:30 a.m. The funds are now being used for Firewise. Chairman Davie suggested that some of the funds be used for signage.

At 11:35 a.m., Corey Off was present. He asked the Board if a letter of interest was needed for him to be reappointed to the Water Conservancy District Board. The Board asked Mr. Off to send a letter.

At 11:40 a.m., Ms. Benton reminded the Board about the meeting with South Fork, March 22, 2016, at 7:30 a.m., at the Red Bear.

Ms. Benton and Jody Kern, Director of the Department of Social Services, had a phone conference with the State Governor's office regarding the energy audit. According to Siemens, the DSS, Annex, and jail furnaces are outdated, yet they are only three years old. The energy audit is unsatisfactory. The energy usage at DSS has doubled. Siemens says it is tracking the usage, but is not. The County owes \$275,000.00, but Ms. Benton feels that the County has not received anything from the arrangement. Ms. Benton said another meeting will be scheduled with elected officials and plumbers. Commissioner Shriver asked Ms. Benton to have attorney Bill Dunn review the contract with Siemens to see if it can be cancelled. A work session will be scheduled before the meeting.

With regard to the overpayment to RG & Associates, Ms. Benton reported that a bill in the amount of \$1,897.50 for a drainage survey on the Proximity Malt property was charged to the 2016 Master Plan in error. Ms. Benton reported that the payments to RG & Associates agree with the contracted amount.

Ms. Benton reported that the Affordable Care Act reports will be complete and sent out by March 31, 2016.

Ms. Benton reported that the Weed District and the airport funds are over-expended. She is not receiving balanced reports. She is examining the books from July 2015 to the present to rectify the problem. Ms. Benton noted that the annual audit cannot start until the books are cleaned up.

Commissioner Shriver noted that vouchers and payments to Strohmayer's Funeral Home need to be reconciled. She asked Commissioner Bricker to create a spreadsheet to determine payments made and charges that might remain outstanding. It was noted that Strohmayer's Funeral Home's license expired November 30, 2015, and has not been renewed. Commissioner Shriver expressed concern that the County is doing business with an unlicensed facility.

It was reported that the reason Interim Emergency Manager Jerry Dennis was locked out of a recent emergency drill was that the password on his radio had been changed. It was unclear who might have changed the password; the issue has been resolved and Mr. Dennis is now able to access his radio.

It was reported that airport maps, delivered in late 2015 to Russell Surveyors and Associates have not been completed (two maps are to be consolidated). Commissioner Shriver scheduled a meeting with Dan Russell for Friday, March 11, 2016, to provide direction. The new map will need to be recorded.

Ms. Benton reported that she is reviewing hangar rents at the airport. New leases are being written, and some rents are past due.

The status of the Homeland Security cameras to be purchased for the courthouse need to be clarified. It is unclear if a purchase order has been issued. WSB Computer Services has submitted a bid. Jerry Duran and Christina Gallegos will coordinate this issue.

At 12:17 p.m., the meeting was adjourned.

Attest:

Doug Davie, 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, March 16, 2016. Members present were Chairman Doug Davie, Commissioner Pam Bricker, Commissioner Karla Shriver, and Clerk of the Board Mona Syring.

At 9:55 a.m., Chairman Davie called the meeting to order and dispensed with the opening.

Mid-month vouchers were presented. Commissioner Bricker moved to approve the vouchers. Commissioner Shriver seconded the motion and the motion carried.

At 10:00 a.m., bids for the grant to fund a consultant for the Rio Grande Watershed Emergency Action Team were opened. Rio Grande County will serve as the fiscal agent for this grant. Five bids were received:

Goebel and Associates	Option One: 1 to 9 workshop days: \$70,250.00 Option Two: 2 to 19 workshop days: \$72,840.00
Peak Facilitation Group (Broomfield, Colorado, Heather Bergman)	Per meeting cost: \$2,870.00 (the number of recommended meetings was unclear) Total overarching project cost: \$2,980.00
Engaged Public (Denver, Colorado, Brenda Morrison, Senior Partner)	Meeting planning and preparation: \$12,225.00 Per meeting cost: \$ 4,255.00 Optional online engagement tool: \$ 2,000.00
Agnew-Beck (Anchorage, Alaska, Chris Beck)	Initial engagement plan: \$7,830.00 Per meeting cost: \$4,760.00 (one recommended meeting) Project management: \$ 470.00 (unclear if this is a per hour fee or if it is the total)
ESM PR Travel: TOTAL:	Project management: \$ 8,960.00 \$ 2,737.00 \$11,697.00
	Estimated per meeting cost: \$4,545.00 Travel and labor: \$1,402.00 Total per meeting: \$5,947.00
	(Albuquerque, New Mexico, Keith Pohs)

At 10:27 a.m., Dixie Diltz, Land Use Department was present to discuss flood plain issues (letters of map revision and letters of map amendment). Proximity Malt LLC and a property located at 6775 County Road 5 North have requested that they be removed from the flood plain designation. Ms. Diltz has not been able to contact the State for direction. She has directed Proximity Malt to work with RG and Associates to review its drainage plan. She noted that there

is not much fill on the County 5 North property. Until direction is received from the State, it is unclear who is authorized to sign the forms changing the flood plain designations. It was agreed to table this issue until information from the State is received.

At 10:30 a.m., Suzanne Benton, Interim Finance Officer, was present to update the Board. Ms. Benton requested Commissioner Shriver's signature on the aviation fuel sales tax form for January and February 2016. Commissioner Shriver signed the form. A total of 1,103 gallons of fuel was sold during this time. Ms. Benton reported that Patrick Sullivan, Road and Bridge Department, will report fuel usage each month and Ms. Benton will submit the monthly report.

Ms. Benton reminded the Board about the meeting with the Town of South Fork, March 22, 2016, at 7:30 a.m., at the Red Bear.

The 2016 Homeland Security grant is complete.

Ms. Benton reported receiving a request from the Sand Dunes Drifters 4-H Club to waive the fee for the use of the McMullen Building and pavilion June 24, 25, and 26, 2016. Commissioner Shriver moved to waive the fee for the use of the McMullen Building. Commissioner Bricker seconded the motion and the motion carried.

Ms. Benton reported that the State called to coordinate between Siemens and the County regarding concerns about the energy audit. It was agreed to schedule a meeting on April 4, 2016, and Jody Kern, Ed Raps, Porfie Medina, and Torres Plumbing and Heating will be invited to attend. Ms. Benton said that County Attorney Bill Dunn has a copy of the contract with Siemens. Ms. Benton noted that the agreement was for Siemens to study the County's energy usage over time, then the payment would be transferred to Suntrust.

Ms. Benton reported that realtor Bobbie Raps requested a meeting with the Board regarding using the old nursing home as a marijuana grow operation. Ms. Raps requested an hour of the Board's time. It was agreed to place this on the March 30, 2016, agenda, at 1:30 p.m. It was noted that the Town of Del Norte voted against this project.

Ms. Benton reported that the fourth quarter Office of Emergency Management reports are complete. The fourth quarter Department of Local Affairs grants are also complete. The February 2016 books are done.

Ms. Benton is reconciling the general ledger from July 2015 to January 2016. She is preparing for the annual audit. She will review airport hangar rents. Ms. Benton reported that there are some warrants to be voided.

Commissioner Shriver reported that the airport plats will be reviewed later in the day with Dan Russell and Ms. Benton. Confirmation on some leases is needed before the maps can be completed. The estimated cost of these maps is \$3,000.00, but may be less because most of the work has already been done. The airport advisory board recommended approval of its covenants and restrictions for the airport on March 15, 2016, and these covenants will be recorded with the new plat map if they are approved by the BOCC.

At 10:41 a.m., Commissioner Shriver noted that she and Randy Kern, Building Department, have prepared the request for proposal for the remodeling of the court offices. The consensus of the Board was to approve the RFP. The bid opening was scheduled for April 20, 2016, at 10:00 a.m.

It was agreed that Gary Johnson, Monte Vista Ice Rink Committee, will not be allowed to store the ice rink materials in the McMullen Building. His request will be formally responded to by Commissioner Shriver. It was noted that the rink has been dissembled.

A request was received from the Tourism Board to set up a PayPal account for purchases. Commissioner Shriver suggested that a better solution would be to obtain a credit card for the Tourism Board, which would be kept in the Administration office. Ms. Benton noted that a representative from the Tourism Board would have to sign the County credit card liability agreement and turn in receipts. Ms. Benton also noted that 1099s do not have to be sent to vendors when purchases are made with a credit card. The consensus of the Board was to agree that one person from the Tourism Board have access to a County credit card; this arrangement will be re-evaluated as needed.

Commissioner Bricker reported that because of several discrepancies, it has been difficult to create a spreadsheet to reconcile invoices and payments to Strohmayer's Funeral Home. It was noted that a meeting will be scheduled with Coroner Strohmayer, his attorney, and County

Attorney Bill Dunn once the spreadsheet is complete. Commissioner Shriver asked for clarification about a statement made in an earlier meeting regarding an invoice including charges for a driver, when that driver was not driving on County business. It was noted that Mr. Dunn needs a copy of the signed contract. It was also noted that before the contract was signed some changes were requested by Mr. Dunn, but were not made. It was noted that when the contract was signed Strohmayer's Funeral Home was not licensed.

At 11:00 a.m., an abatement hearing with Community Banks of Colorado was opened. County Assessor J.J. Mondragon, Tim Carden, Dale Trujillo, and Chris Leist from the Assessor's office, County Attorney Bill Dunn, and Interim Financial Officer Suzanne Benton were present. Darla Jaramillo, tax consultant, Sterling Tax Specialists, was present on the telephone, representing Community Banks. Chairman Davie swore in all those present.

Ms. Mondragon explained that Community Banks appealed its 2013 and 2014 valuation and the abatement was denied. Two properties are involved: Community Banks, Highway 160, South Fork, and Community Banks, 59 Broadway Street, Monte Vista.

Ms. Jaramillo explained how Community Banks arrived at its valuation of the Monte Vista property. The property is a single-tenant property. Bank and small office properties in the metropolitan area were compared in terms of square footage. As of June 30, 2012, rates were typically \$10.15 per square foot. A range of rates during the study period were \$9.44 to \$13.34 per square foot, so a value of \$12.00 per square foot would be appropriate for Community Banks. The value was reduced by 30 percent to allow for a rural area, bringing the rate to \$8.40 per square foot. Ms. Jaramillo noted that expenses are approximately 20 percent lower in rural areas, which would bring the rate to \$8.12 per square foot. Bank sales outside the metro area were reviewed and found to be in the range of \$5.00 to \$164 per square foot. Ms. Jaramillo said that Windsor, Colorado, was closest to Monte Vista in values, but superior to Monte Vista in location. A property at 595 Grand Avenue, Monte Vista, was valued at \$57.95 per square foot, which is one-third the value of the subject property. Ms. Jaramillo said that the total tax should not exceed \$2,100.00 total.

Mr. Trujillo explained that three approaches can be used to determine the value of a property: cost, income, and market. There was not enough data to support the use of the market or income approaches. The Assessor's office used the Marshall and Swift valuation service to value the property, and age and depreciation were included.

Ms. Jaramillo noted that banks are not "special purpose properties," but are similar to offices, according to her data. She said that the documents she received from the Assessor's office included page notations from the Marshall and Swift evaluation, but the text was not included. She said the value of the land is another value component. Ms. Jaramillo said the cost approach could be used, but the other approaches could be used, as well. She said the building is a low quality, flat-roof property that is more like an industrial property. Commissioner Shriver asked for the total square footage of the building. It was noted that the building is a total of 2,810 square feet.

Ms. Jaramillo addressed the South Fork property. She said it is owner-occupied and is a total of 1,950 square feet. It was valued at \$143 per square foot in 2013 and 2014. Her valuation of this property followed the same approach as the valuation of the Monte Vista property. Other bank sales were reviewed at a range of \$85.00 to \$164.00 per square foot. She noted that there is sparse development in the South Fork area. Ms. Jaramillo said this property should be valued at the same rate (\$57.95 per square foot) as the Monte Vista property.

Mr. Trujillo noted that the same approach used to value the Monte Vista property was used to value the South Fork property; the year the property was built, depreciation, and the land value were taken into consideration.

Ms. Jaramillo reiterated that this was not a special use property, and that no method or data were presented by the Assessor's office. She said there is no basis for land value, and that not enough information was received from the Assessor to make a judgement.

Chairman Davie said that the Board would consider the matter; the Board has 30 days to respond. Ms. Jaramillo thanked the Board for its time.

At 11:15 a.m., the call was ended.

Commissioner Shriver asked for clarification on the total square footage of the South Fork property. Mr. Trujillo said he would double check the total. He noted that no land values were

presented and are not needed. Commissioner Shriver asked that the Marshall and Swift information be sent to Ms. Jaramillo.

Mr. Trujillo said that when comparable sales are reviewed, the value determined by the Assessor's office is less. He questioned the use of the 30 percent reduction in value, and the fact that metro properties were used for comparison. He said that data from independent auditors have to be proved. Mr. Leist said that the Assessor must follow strict statutes to value property. Ms. Mondragon noted that the State considers these properties to be special use properties. Commissioner Shriver asked that this information be sent to Ms. Jaramillo.

Mr. Leist said that there was an 18-month period to monitor 30 sales, but there were only 11 sales, so this cannot be used for a valuation. The Assessor could only use the cost approach, and not a commercial appraisal.

Mr. Dunn said that the Board can include in its findings that the Assessor could only use the cost approach. Mr. Leist said there are five economic areas in the County that can be used for comparison. Ms. Mondragon noted that Community Banks wants the South Fork property to be valued at a lesser rate, but the land is worth more. Mr. Leist said that during the period from July 1, 2007 and June 30, 2012, there were only 11 qualified sales in the area, and none of these were banks. Commissioner Shriver noted that the Assessor has to follow the statutes.

At 11:27 a.m., Mr. Dunn expressed concern that information was shared from the Assessor after Ms. Jaramillo was no longer on the telephone. However, this information was also included in the Assessor's written report. Mr. Dunn said that in the future he would review the Assessor's materials before a hearing is held. He recommended that the ruling include what was stated and what is included in the Assessor's report.

Randy Kern, Building Department was present. Mr. Dunn reported that he has spoken to Mr. Kern and Emily Brown, Department of Public Health, regarding Bauer and McNeely, the people living in a camper on the Holfeltz property. He noted that Bauer and McNeely's building permit expires April 30, 2016, and that there is no contract to build a house, nor has a sewer system been installed. He said that Ms. Diltz has written, but not sent, a letter reminding Bauer and McNeely of the expiration of the building permit. Mr. Kern said the building permit was issued in October 2015, and typically these permits are good for 18 months. However, the building codes state that if building has not started within 180 days, the building permit can be revoked. Mr. Dunn asked if this information is on the permit, and Mr. Kern said it is. Mr. Dunn said that sewage and propane are other issues to consider and recommended that a meeting be held with the Department of Public Health, after which the issue can be taken to court.

Chairman Davie asked if the property could be condemned because it is dangerous. Mr. Dunn said that the Department of Public Health would have to make that ruling.

Mr. Kern read the Onsite Wastewater Treatment Systems statute (25-10-106), regulation 43 regarding issuing a cease-and-desist order. The State must hold a hearing within 48 hours of written notice. The property owners would have to comply in a reasonable time frame. Mr. Dunn said the property owners would be in compliance if the sewage is managed properly. However, if dumping of waste continues, it would have to be proved. Mr. Kern said that it would be easy to comply with the regulations, but questioned whether Bauer and McNeely would. He noted that Brown's Septic could be called to pump out any holding tanks. Mr. Dunn said that there would have to be a hearing, an order, and then proof that sewage is being handled properly. Mr. Kern noted that Bauer and McNeely are not building a house and they are not going away. Mr. Dunn suggested that a letter listing the violations from the Department of Public Health be hand delivered to Bauer and McNeely. Mr. Dunn will schedule a meeting with Bauer and McNeely and the Department of Public Health. Commissioner Bricker asked that Mr. Kern attend this meeting. Commissioner Shriver asked if the letter from Ms. Diltz should be sent in order to set up a plan of action, and Mr. Dunn said it should be sent. This letter asks Bauer and McNeely to provide evidence of having a contract with a builder and building plans. It was agreed to schedule a meeting on March 23, 2016, at 10:00 a.m., with the Department of Public Health and Bauer and McNeely. The letter notifying Bauer and McNeely of the meeting will be hand delivered.

Mr. Dunn was asked if the Off-Highway Vehicle decision would be a resolution or an ordinance. Mr. Dunn said an ordinance would need to be drafted.

Mr. Dunn asked about payments to Rusty Strohmayer. Commissioner Bricker reported that she is working on compiling the list of names of bodies stored at Strohmayer's Funeral Home for which County still owes Mr. Strohmayer. She said there are three lists, and there are five names that cannot be accounted for. There was further conversation about the invoices, the interest

charged by Mr. Strohmayer, and the contract signed by the County and Strohmayer's Funeral Home.

The block of roads being considered for OHV use are west of County Roads 18 and 17 in the South Fork area.

At 12:25 p.m., Kristy Dennis, Human Resources/Finance Officer was present to update the Board.

Ms. Dennis reported that the draft of the airport covenants have been delivered to Tom Haefeli. It was agreed to table the covenants until the March 23, 2016, meeting.

Commissioner Bricker requested a letter from the Board regarding the status of Unmanned Aircraft Systems. She reported that Jim Leist has recommendations and may attend the March 23, 2016, meeting.

It was noted that Eileen Ford has been appointed to the Library District Board. Commissioner Bricker moved to approve this appointment. Commissioner Shriver seconded the motion and the motion carried.

Ms. Dennis reported that High Valley Community Center has filed with the combined court to amend its legal description and to reorganize its boundaries to exclude certain properties.

Ms. Dennis requested days off on March 21, March 22, and half of March 25, 2016. The Board agreed, and Chairman Davie signed the request.

At 12:30 p.m., the meeting was adjourned.

Attest:

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Doug Davie, 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, March 23, 2016. Members present were Chairman Doug Davie, Commissioner Pam Bricker, Commissioner Karla Shriver, Interim Finance Office Suzanne Benton, and Clerk of the Board Mona Syring.

At 9:00 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 agenda with the additions of discussions of the applications for open positions, OHVs, and invoices and payments to Rusty Strohmayer. Commissioner Shriver seconded the motion and the motion carried.

Chairman Davie asked if there were public comments. Cathy Garcia, Field Representative for Senator Cory Gardner, was present. She reported about pending legislation: the Good Samaritan bill will help local governments clean up old mines; the Red Tape legislation requires federal agencies to delete a rule when a new one is made. These bills have just been introduced. Commissioner Shriver asked what committees were considering these bills, and offered letters of support from the Board. Ms. Garcia said she would send more information.

Ms. Garcia reported that Senator Gardner is working on sanctions against North Korea and Iran, and is also working to prevent prisoners from Guantanamo Bay from being transferred to Colorado prisons (Cañon City and Florence). Commissioner Bricker reported that Action 22 is also concerned about the transfer of prisoners. Ms. Garcia said that Senator Gardner will be in Florence on March 28, 2016, to discuss the issue. Ms. Garcia said that Senator Gardner will come to the Valley soon. She noted that landfill regulations need to be checked. Commissioner Shriver noted that County concerns to be conveyed to Senator Gardner included Payments in Lieu of Taxes and the Waters of the U.S. bill. Ms. Garcia agreed that PILT funding is important and said that Senator Gardner has introduced a funding source for it.

Commissioner Shriver moved to approve the March 2, 2016, minutes with changes. Commissioner Bricker seconded the motion and the motion carried.

Commissioner Bricker moved to approve the March 9, 2016, minutes with changes. Commissioner Shriver seconded the motion and the motion carried.

Commissioner Shriver moved to approve the March 16, 2016, minutes with changes. Commissioner Bricker seconded the motion and the motion carried.

At 9:20 a.m., the Board adjourned to the Board of the Department of Social Services.

At 9:48 a.m., the Board reconvened.

Ms. Benton reported receiving a request from the 4-H Fair to use the McMullen Building and pavilion. It was agreed that the fee for the use of the building will be waived.

Ms. Benton presented two resolutions from the Treasurer to assign tax certificates. Chairman Davie signed the resolutions.

A letter of support for the Conejos Peak District-wide Salvage Project was presented. Chairman Davie signed the letter.

Ms. Benton reported that a meeting has been scheduled with Siemens regarding the energy audit for April 4, 2016, at 2:30 p.m. She is drafting an agenda for the meeting.

Ms. Benton reported that she continues to work on the County books.

At 9:52 a.m., Commissioner Shriver responded to recent comments in the Valley Courier. She noted that there is good communication between County departments and the Board. Meetings with all department heads are held on a monthly basis, and department heads and other elected officials have the opportunity to attend the meetings to update the Board and to network with each other. This is not a mandatory meeting. Commissioner Shriver also noted that the Board has been working on the Off-Highway Vehicle issue for two years, and has been closely monitoring State legislation so that the County will be in compliance when it passes its own ordinance or resolution. Commissioner Shriver further noted that the County has set up and funded a delegate to the Upper Rio Grande Economic Development Council and that the County is doing its part to promote economic development; in 2015, the Board voted to eliminate impact fees for land development.

At 10:00 a.m., the meeting adjourned to the Board of Public Health.

At 10:01 a.m., a public hearing of the Board of Public Health was called to order by Emily Brown, Director of the Department of Public Health. In attendance were: Doug Davie, Pam Bricker, and Karla Shriver, BOCC; County Attorney Bill Dunn; Randy Kern, Building Department; Lynnea Rappold, ACPHN; Cathy Garcia, Senator Gardner's Office; Charles Bauer; Vicky McNeely; Marty Asplin, Board of Health; Jackie Stephens, Rio Grande OLTC; Megan Le Platt; Rio Grande OLTC; Jody Kern, Rio Grande County Department of Social Services; Suzanne Bothell; Dixie Diltz, Land Use Department; and Mona Syring, Clerk of the Board. All those wishing to speak were sworn in by Chairman Davie.

Ms. Brown explained that notice of the meeting was delivered to Mr. Bauer and Ms. McNeely on March 17, 2016. Ms. Brown explained that Mr. Bauer and Ms. McNeely are in violation of regulation 43 of the on-site waste treatment systems codes (C.R.S. 25-10-106), and that this hearing is to determine the status of their sewage disposal. Ms. Brown noted that a cease-and-desist order could be issued if the violations are not resolved. According to State regulations, the property owners must be in compliance with these regulations to continue living on the property.

Ms. McNeely said that she and Mr. Bauer are guilty of everything and make no apologies. She said that she and Mr. Bauer were told by local propane companies that they could not have a propane tank delivered to their trailer. She noted that the tank they do have was removed from the trailer. She also reported that she and Mr. Bauer have purchased a holding tank that will fit in the back of a pickup for sewage and that the waste will be hauled to Monte Vista. They have purchased a carbon monoxide monitor.

Ms. Brown asked where the holding tank would be emptied. Ms. McNeely responded that there is a dump site in Monte Vista. Ms. McNeely said the tank weighs 35 pounds and is difficult to lift. Mr. Bauer agreed that it is difficult to lift but he can manage it.

Ms. McNeely said that she and Mr. Bauer will be moving out of the County the second week of April 2016; they intend to sell their property. Mr. Bauer said that he had been victimized before they moved to Colorado and that his sister, Ms. McNeely, came to help him. He said that while they had no intention to do so, they were told they could grow marijuana in the County and discovered they could not. He said they came to the County with no vehicle to pull their 5th-wheel trailer. When they went to the Building Department to obtain a physical address, Mr. Kern told them that there were things wrong with how they were managing their property. They tried to comply. Chairman Davie noted that the Board's main concern was their safety. Ms. McNeely said they have always lived off the grid, noting that they sold 40 acres in Arizona in order to move to Colorado to start over. Mr. Bauer said they meant no harm.

Ms. Brown thanked Mr. Bauer and Ms. McNeely for attending the hearing, and acknowledged that theirs is a difficult situation. She said they are on the right track with their plans for sewage removal, but noted that if they decide to stay for the long-term, they must install a septic system.

Ms. McNeely assured the Board that she and Mr. Bauer would cause no further trouble. She requested an extension of the time they have to move out, stating again that the intention is to move by the second week in April 2016.

Attorney Bill Dunn suggested holding a review hearing the middle of April. After this hearing, if the violations have not been resolved, a cease-and-desist order can be issued. The hearing will be held to make sure the issues are resolved. The review hearing was scheduled for April 27, 2016, at 10:00 a.m.

Ms. Brown said she would make sure that the necessary contact information would be exchanged. Mr. Bauer said that Mr. Kern and Ms. Diltz were very helpful.

Ms. Brown said that based on evidence presented, the Board knows that Mr. Bauer and Ms. McNeely have obtained a tank to dispose of sewage. There is no septic permit at this time because of their plans to move off the property. Ms. Brown reiterated the time of the review hearing: April 27, 2016, at 10:00 a.m., and noted that the hearing would be held if there are further violations, but would not be held if Mr. Bauer and Ms. McNeely have moved. Mr. Bauer said that he and Ms. McNeely appreciate the mercy of the County.

At 10:18 a.m., the hearing was adjourned.

Ms. Kern noted that emergency adult protection funds are available from DSS, if they are needed by Mr. Bauer and Ms. McNeely. Chairman Davie said that he would keep an eye on Mr. Bauer and Ms. McNeely.

At 10:19 a.m., the meeting of the Board was reconvened.

Mr. Dunn reported that the declarations for the airport are complete. He also said that a draft of the OHV resolution is complete. Chairman Davie said the Board would review these in the afternoon.

At 10:26 a.m., Emily Brown, Director of the Department of Public Health, was present to update the Board.

Ms. Brown reported that there has been an increase in flu activity locally and across the State. There have been some hospitalizations locally. She noted that the prescription anti-viral medication Tamiflu can be used to treat flu symptoms. The Department has some flu vaccine left.

Ms. Brown reported that she has submitted a letter of interest for Communities that Care marijuana funding for local public health. She said that the general request for funding has gone through and that it will take a couple of months to receive a response.

Ms. Brown requested a signature on a memorandum of understanding between the Department and the Baby and Me-Tobacco Free program. This MOU will run from July 1, 2015 through June 30, 2018. No funding amount has been determined. Commissioner Shriver moved to sign the MOU. Commissioner Bricker seconded the motion and the motion carried.

Ms. Brown requested approval of a contract with San Luis Valley Broadcasting in the amount of \$6,400.00, funded with tobacco funds. A total of 800 ads will be run, and there is a set-aside in the amount of \$12,200.00 for regional media. Commissioner Shriver moved to sign the contract.

Commissioner Bricker seconded the motion. Chairman Davie opposed signing the contract. The motion carried, and Chairman Davie signed the contract.

Ms. Brown reported that a test was run on the generator that will run the refrigerator and freezer in an emergency. The test went well.

Ms. Brown noted that when an Emergency Manager is hired he or she should take the Continuity of Operations training. This training will help the Emergency Manager make sure people are paid and County services continue in the event of an emergency. A COOP plan will be developed by the Department and reviewed with the Board.

Ms. Brown reported that Carol Keith is attending food-borne illness investigation trainings. There will be two Environmental Health staff who can follow up on complaints.

Ms. Brown said she would follow up on the onsite wastewater treatment system violations. She also said a resolution would be drafted regarding situations where people are not allowed to build on their property. The resolution will be reviewed by the Board on March 30, 2016.

Ms. Brown and the Board discussed FMLA and maternity leave. Ms. Brown said that Dianne Koshak and Susan Stuebs will be her backups while she is on leave. Della Cox-Vieira, Alamosa County, might be available for bigger issues that might come up. Commissioner Shriver suggested that Ms. Brown check with other partnerships for resources, as well. Ms. Brown noted that Colorado Association of Local Public Health Officials might also have resources.

Commissioner Shriver asked if Ms. Brown's national training was complete. Ms. Brown said it was complete and that goals have been set. She noted that the National Association of County and City Health Officials plans to do more management trainings.

Commissioner Bricker asked when the next sequential mapping meeting would be. Ms. Brown said that a meeting would be held in March in Alamosa, and that a meeting was held in Rio Grande County on March 15, 2016. The results of these meetings would be presented together.

At 10:45 a.m., Dixie Diltz, Land Use Department, and Jennifer Henninger, RG and Associates, were present to discuss the 2016 Master Plan. Ms. Diltz reported that the Rio Grande County Planning and Zoning Commission adopted the plan as presented on March 15, 2016. The Monte Vista Planning Commission adopted the plan as presented on March 21, 2016. The Del Norte Planning Commission adopted the plan as presented on March 10, 2016. The South Fork Planning Commission adopted the plan as presented on March 16, 2016; a resolution from South Fork has not yet been received. Ms. Diltz requested that the Board finalize the 2016 Master Plan. Once all the resolutions are attached to the Master Plan, it will be finalized.

Ms. Henninger said it was a pleasure to work with the County and with Ms. Diltz. She was pleased with the number of citizens who participated in creating the Master Plan. She said the plan is up-to-date and is tied in to the Rio Grande Watershed Emergency Action Team. The format of the plan is user friendly and will be available online in PDF format. Commissioner Shriver said this was a good project for the municipalities to work on together. Ms. Henninger said that RG and Associates will maintain its office in Del Norte.

At 10:55 a.m., Ms. Garcia asked the Board if it had an opinion on the Rio Grande del Norte National Monument expansion plans. Chairman Davie and Commissioner Bricker said they oppose the plans. It was noted that there will be a meeting about the monument in La Jara on March 24, 2016. Commissioner Shriver said more conversation is needed if Rio Grande County is to take a position. Chairman Davie said that the project will take 64,000 acres out of the tax base, which will affect PILT funding. He also said that the area does not take care of the weeds on the land. Ms. Garcia said that she will send a presentation about the expansion plans.

At 11:00 a.m., Kristy Dennis, Human Resource/Finance Officer was present to update the Board. She reminded the Board of the Rio Grande Water Conservation District Board meeting on April 19, 2016, at 10:00 a.m., at the Rio Grande Water Conservation District Building in Alamosa.

Ms. Dennis requested a work session with the Board to discuss the County's maternity policy.

Ms. Dennis requested approval of the Airport Covenants and Restrictions on Buildings and Structures. Commissioner Shriver moved to approve the Rio Grande County Astronaut Kent Rominger Airport covenants and restrictions as recommended by the airport advisory board. Commissioner Bricker seconded the motion and the motion carried. The advisory board's

recording secretary will sign the covenants and restrictions. It was noted that the process of creating the covenants and restrictions was very smooth.

Ms. Dennis reported that the 1095C forms are complete and have been sent to all County employees. She noted that she asked the employees to check personal information and send any corrections to her.

Commissioner Shriver reported that the MOU between the South Fork Fire Department, the Forest Service, and the County regarding the wood chipper had not been drafted when the agreement was made and that the County has not yet paid its portion of the purchase (\$6,125.00). She said she drafted an MOU and it is being reviewed by Adam Moore, Forest Service, and Bill Dunn. The chipper has been purchased and the County will pay the South Fork Fire Department.

At 11:07 a.m., Travis Smith was present to notify the Board that he had a letter of intent to fill a position on the Rio Grande Water Conservation District Board. His term on the Colorado Water Conservation Board ends in February 2017. Mr. Smith serves as the Valley representative on the Interbasin Compact Committee and Basin Roundtables and is a member of RWEACT. Mr. Smith said the District Board is currently facing challenges and is divisive; he believes he can bring diverse opinions together. Mr. Smith said that he is committed to the Valley and its water future. He requested consideration for appointment to the District Board.

Commissioner Bricker asked if this appointment would be a conflict of interest with Mr. Smith's current job. Mr. Smith said he currently works for the San Luis Valley Irrigation District and is part of Subdistrict No. 1. He does not see a conflict between his job and being appointed to the District Board. He noted that he had a similar discussion with Commissioner Shriver when he became part of the Roundtable. Mr. Smith said that he will represent all water users, not just the senior water users. Commissioner Shriver said that there is always the potential for conflict and to avoid this, it is best to be transparent. It was noted that letters of intent are due March 31, 2016, and a decision will be made on or before the meeting on April 19, 2016.

The Community Banks abatement decision will be made at the BOCC meeting, March 30, 2016.

At 11:17 a.m., the meeting was adjourned to a work session.

Attest:

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Doug Davie, Chairman  
Chairman of the Board

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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, March 30, 2016. Members present were Chairman Doug Davie, Commissioner Pam Bricker, Commissioner Karla Shriver, and Clerk of the Board Mona Syring.

At 9:00 a.m., Chairman Davie called the meeting to order. Commissioner Bricker led the opening prayer. The Pledge of Allegiance was said. Commissioner Bricker moved to approve agenda with the additions of a discussion with Dixie Diltz, Land Use Department, Emergency Management Grant discussion, discussions with the Weed District, with Jody Kern, DSS, and with Frank Clark, Sheriff's Department. Commissioner Shriver seconded the motion and the motion carried.

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

Commissioner Shriver moved to approve the minutes from the March 23, 2016, meeting with changes. Commissioner Bricker seconded the motion and the motion carried.

At 9:08 a.m., Frank Clark, Sheriff's Department, was present. He reported that the Department has been asked to move old records from the basement of the Courthouse and Maintenance shop. He said a container would need to be purchased to store the records safely. Bids have been received and the cost will be \$3,800.00. Chairman Davie recommended that a County company be considered. Commissioner Shriver noted that the cost is under \$5,000.00, so the

Department can make the decision. Mr. Clark noted that an additional expense will be incurred to build shelves. The consensus of the Board was to approve the purchase.

At 9:10 a.m., Louise Colville, Director of the Rio Grande County Museum, was present to update the Board. As part of the Museum Trails Association, the Museum has access to a consultant from Adams State University. The consultant will help with the Museum's photos. Digital photos can be stored at the Clerk and Recorder's Office. If the Museum decides to sell photos online, there could be copyright issues, and the bookkeeping system would have to be changed to accommodate those sales. When Ms. Colville has more information she will update the Board.

Ms. Colville reported that Adams State interns will help with inventory and also with the software. Ms. Colville has gotten bids for new display cases; she would prefer to work with a local vendor. Ms. Colville will get approval for the purchase from the Museum Board.

There will be a reception at the Museum on April 9, 2016, from 1:30 to 4:00 p.m. Press releases have been sent out.

Ms. Colville reported that visitors are coming to the Museum. She said there were 100 people at the High Valley Community Center art auction on March 29, 2016; \$1,300.00 was raised. Ms. Colville said that HVCC brings its younger children to the Museum, where they participate in scavenger hunts and are able to play with some of the hands-on displays. Commissioner Bricker noted that there will be an HVCC fund raiser on April 1, 2016.

Ms. Colville reported that a Museum Board meeting will be scheduled in order to prepare for the summer season. Commissioner Bricker asked about the brochure case. Ms. Colville said that the Museum might put drawers under it, which would save money. Ms. Colville noted that the brochure case is a low priority, and suggested that a high school student might be able to fix it. She also hopes to work with other students who could clean or work at the Museum.

Ms. Colville reported that someone from the Textiles Department at Fort Lewis College may be able to appraise and identify rugs at the Museum. She noted that going to Durango would be easier than going to Santa Fe.

Ms. Colville reported that Museum posters feature a calendar of events. Events not listed on the calendar include presentations on Summitville, petroglyphs, and the Old Spanish Trail.

The Board thanked Ms. Colville for her work at the Museum. Ms. Colville will be gone on April 16, 2016.

At 9:25 a.m., Dixie Diltz, Land Use Department, was present. She requested a signature on the 2016 Master Plan, which was discussed in a previous meeting. Chairman Davie signed the resolution. Book 579 Page 2473

Ms. Diltz notified the Board of two blight issues. Lot 13, Block 35 in Alpine Vista, owned by Clifton Brown from Denver, is currently vacant, but there are stacks of lumber on the property. Mr. Brown has not filed for any building permits. Jose Madril's property on Highway 15, has a number of junk cars on it. Letters will be sent to both property owners asking them to clean up their properties. The consensus of the Board was to approve sending the letters.

Ms. Diltz reported that attending the Water Leaders course has resulted in four hours of comp time. She said she is enjoying the course. She requested time off on April 1, 2016, and possible time off on April 4, 2016. The consensus of the Board was to approve the time off.

At 9:27 a.m., Jody Kern, Director of the Department of Social Services was present. She explained that an employee invited Commissioner Bricker to attend quarterly policy advisory meetings in error. While all the Commissioners are welcome to attend these meetings, it is Chairman Davie who usually attends. It was agreed that Commissioner Bricker would attend the meetings when Chairman Davie is not able to. Ms. Kern will notify the Board of the meeting dates.

At 9:30 a.m., March payroll was presented. Commissioner Shriver noted a time-and-a-half charge in the amount of \$4,200.00 at the Jail. She also noted that the Jail did not get approval from the Board for placing an ad for a cook position. Commissioner Shriver said that this position will be hard to fill, because the pay rate is too low at \$10.00 per hour. Chairman Davie said that a tax increase to increase pay is not a possibility. Commissioner Shriver suggested that an analysis of the Jail's budget be done to determine where there can be more efficiency.

Chairman Davie noted that this will be hard to balance, stating that if a deputy is let go, there will be complaints about slow response time.

Commissioner Shriver moved to approve the March 2016 payroll. Commissioner Bricker seconded the motion and the motion carried.

#### MARCH 2016 PAYROLL

County General:	\$180,324.58
Road and Bridge:	\$ 61,048.27
DSS:	\$ 98,645.76
Weed District:	\$ 3,043.81
Public Health:	\$ 13,156.84
<b>TOTAL:</b>	<b>\$356,219.26</b>

At 9:34 a.m., Commissioner Shriver reported that other counties are meeting regarding the Emergency Management Mitigation Grant. When the grant was originally written, Rio Grande County was to serve as the grant's fiscal agent. However, due to the fact that the County currently has no permanent Financial Officer, the Board made it clear that another county needs to become the fiscal agent. There will be a meeting on April 11, 2016, at 4:30 at the Annex, for Rio Grande County's participation to update the plan. It was noted that Suzanne Benton, Interim Finance Officer, has spoken to Patricia Galveda, Local Hazard Mitigation Planning Program Manager, and she will be in the office next week. It was also suggested that elected officials, representatives from County municipalities, Public Health, and DSS attend the meeting. It was agreed that the other Valley counties are not doing enough to find a fiscal agent for this grant. Commissioner Shriver suggested that Bruce Holloman, Homeland Security Field Services Manager, and David Osborn, San Luis Valley Regional Field Manager, attend a meeting at a later date to discuss issues regarding the County's Emergency Management Department.

Commissioner Shriver reported that she has talked with Pete Magee, GIS, to create a draft map of the County roads that can be used by off-highway vehicles. The map should be complete by April 1, 2016. There will be a public meeting regarding OHVs on April 13, 2016, at 4:30 p.m. There may be an additional public meeting, as well.

At 9:40 a.m., topics for discussion at the April 6, 2016, BOCC meeting were listed:

- Cory Off, Rio Grande Water Conservation District, will be present to update the Board.
- Mark Rudolph will be present to discuss Summitville.
- Forrest Neuerberg and other town managers will be present to discuss a County recreation plan.
- Department updates will be heard from the Maintenance Department and the Weed District; comp time will be discussed.
- Crossroads/Turning Point services provided to Rio Grande County will be discussed.

The intergovernmental agreement between the Sheriff's Office and Alamosa County to house inmates will be discussed at the April 6, 2016, or the April 13, 2016 meeting.

At 9:45 a.m., the Board discussed payments owed to Rusty Strohmayer. A meeting will be scheduled for April 6, 2016, with Mr. Strohmayer's attorney, and County Attorney Bill Dunn. There are several clarifications needed before the matter can be resolved.

Commissioner Shriver noted that the crew installing the Courthouse security cameras made too much noise for various office personnel to work. The crew was asked to drill during non-working hours.

At 10:00 a.m., Amy Henschen CSU Extension Service, was present to update the Board. She reported that the Extension Service has been very busy in Rio Grande County. The robotics program run by the Service is going well, and grants have been obtained to support three teams of students. The Service is working in partnership with the Monte Vista schools. There is an after-school program at the Monte Vista Middle School, and other schools have been called. There are 90 members enrolled from the County. AmeriCorps volunteers will run summer camp and day programs.

Ms. Henschen reported that there are 25 children enrolled in the Meat Quality Livestock program.

Sixty-five students attended the RoboRAVE program in Albuquerque in May 2015. There were 30 teams from the Valley, Taos, and Albuquerque, and it is hoped there will be more

participants next year. Ms. Henschen thanked the Board for its support, and noted that one County team attended the international contest in May 2015.

State and regional leadership camps were held the week of March 28, 2016, with 17 leaders in attendance. The County is adding five leaders, and there will be State competitions this summer.

The Cloverbuds program, for children five to seven years old, meets once a month and age-specific activities are held. Approximately 15 children participate; the meetings are held at the Extension Service office.

Ms. Henschen reported that she is working to grow the robotics programs. She is taking teaching-at-a-distance classes to make the programs available to a wider audience.

Ms. Henschen reported that Marvin Reynolds has been busy. The Ag Conference had 350 attendees. Mr. Reynolds has conducted a master gardener class, which will conclude in two weeks. The new master gardeners will serve as volunteers for Extension Service programs and information sharing. There was good attendance at a legacy planning program, and the program received good feedback.

Alicia Wagar is now working with children's nutrition. She has conducted classes at the Del Norte high school, the Byron Syring Delta Center, at Bill Metz elementary school, and in other venues in the Valley. Each class is 8-weeks long.

Mary Ellen Fleming is receiving training on how to make video presentations in order to reach more people. Ms. Henschen said that Ms. Fleming works on food safety issues with restaurants and senior centers. She also conducts the Strong Bones program at the Tri-County Senior Citizens Center. Ms. Fleming also has information about cottage food industry safety practices. Commissioner Shriver recommended that Ms. Fleming let the Land Use Department know about this service, so that when conditional use permits are applied for, a resource is available for those involved.

Ms. Henschen reported that the focus of the National 4-H program will be more Science Technology, Engineering, and Math programs. Communities can identify their individual needs for these programs. Some programs are referred to as STEAM, which includes the arts. Ms. Henschen said that grant support is available for these programs.

Ms. Henschen said she would prepare reports for the Board.

At 10:25 a.m., Suzanne Benton, Interim Financial Office, was present to update the Board. She stressed the importance of finding a fiscal agent for the Emergency Management Mitigation Grant. It was agreed that Ms. Benton, as an interim employee, cannot take on the responsibility of managing this grant. Ms. Benton noted that the grant does not pay for her to manage the grant. Ms. Benton said the County is legally responsible for being the fiscal agent, and to change this arrangement, the State will have to agree. Commissioner Shriver suggested that one option might be to run the funding through the County, if David Osborn, San Luis Valley Regional Field Manager, would do the reporting. Ms. Benton explained that tracking in-kind donations is difficult. Ms. Benton also noted that no contract has been established with the emergency management consultant (the cost for this is \$75,000.00), and that this is a concern. Commissioner Shriver noted that a conversation is needed with Bruce Holloman, Homeland Security Field Services Manager.

Ms. Benton reported that appointments are being advertised for the US Forest Service Resource Advisory Committee. This committee manages Title II funding.

Ms. Benton reported that she will have the general ledger to the auditors by the end of the week of March 28, 2016. There is one County General fund problem to be resolved. Ms. Benton reported that the books are in balance, and there are some checks to be voided. Ms. Benton reported that the vendor list needs to be reduced because 1099 forms are run from this list, rather than the general ledger. Ms. Benton reported that she hopes to have the depreciation schedule and grant worksheets ready for the audit next week.

At 10:30 a.m., a public hearing on Secure Rural Schools was held. Those present included Chairman Davie, Commissioner Bricker, Commissioner Shriver, Interim Finance Officer Suzanne Benton, Suzanne Bothell, Gene Glover, and Clerk to the Board Mona Syring.

Ms. Benton was sworn in. She explained that this is a source of federal funding that comes through the US Forest Service to schools. Ms. Benton explained that Title I and III funds are

certified every year with the Department of Local Affairs. Funds are split among Title I (85 percent), Title II (8 percent), and Title III (7 percent). A total of \$36,958.00 is currently held by the County. Title III funds are used for Firewise, search and rescue, and building. The wood chipper was purchased with Title III funds. Ms. Benton said that when the memorandum of understanding is signed, a voucher will be prepared to pay the County's portion of the wood chipper purchase.

There is a total of \$16,922.00 in 2016 Title III funding. Federal regulations require that prior year amounts must be spent; \$15,000.00 was added to the fund in 2015. The service agreement with Adam Moore is in the amount of \$10,000.00; this amount is not usually spent. This agreement includes funds for fire mitigation, including the area of Jasper.

Chairman Davie asked if Title III funds could be spent on electronic sign and wood chipper repairs. Ms. Benton said she would research that.

At 10:48 a.m., the public hearing was adjourned.

At 10:49 a.m., Ms. Benton reminded the Board about the Rio Grande Water Conservation District Board meeting, April 19, 2016. An appointment to the District Board will be made April 6, 2016. Ms. Benton reported that Ms. Dennis is working on a maternity policy letter.

Ms. Benton reported that the City of Monte Vista notified her that it does not have keys to the McMullen Building. It was agreed that the keys need to be accounted for. Monte Vista has keys number 7 and number 8.

Chairman Davie and Commissioner Shriver met with Deanna Bartee, San Luis Valley Fair Board, at the McMullen Building. The Fair Board would like an office space during the Fair, which would require insulation, a window, a door, electricity, and heat installed in the McMullen Building. It was noted that the archery bow club brings people to the area. Ms. Benton offered to write a proposal for funding.

At 10:55 a.m., County Assessor J.J. Mondragon and Deputy Assessor Dale Trujillo were present to discuss the Community Banks abatement (Community Banks, Highway 160, South Fork, and Community Banks, 59 Broadway Street, Monte Vista). Mr. Trujillo reported that the drawing of the South Fork building was corrected, but the square footage originally reported was correct; no numbers changed. All the Marshall and Swift and State regulation information was sent to Darla Jaramillo, tax consultant, Sterling Tax Specialists. Mr. Trujillo explained that there were not enough data to conduct a market analysis on the properties. There have been only a few commercial sales in the last five years, and no income data are available. During the hearing on March 16, 2016, Ms. Jaramillo stated that the property value was decreased by 30 percent to account for the difference in property values from the Front Range to a rural area. Mr. Trujillo said that data are needed to support this 30 percent decrease in value. The Assessor's office used the cost approach to valuation. Ms. Jaramillo is using CoStar to determine property values, but Mr. Trujillo said this could not be verified. Property value adjustments can be made by the BOCC.

Ms. Mondragon said that Ms. Jaramillo is looking for a loophole, and noted that State regulations do not require detailed document exchange between the County and the company seeking abatement.

Commissioner Shriver moved to deny the abatement applications from Bank Midwest Association for Community Banks, Highway 160, South Fork, and Community Banks, 59 Broadway Street, Monte Vista, because the County must follow State statute regulations. Commissioner Bricker seconded the motion and the motion carried.

Ms. Mondragon noted that if the issue is taken to the State level, she, Mr. Trujillo, and Attorney Bill Dunn will attend the hearing. Ms. Mondragon also said that she would coordinate with Chaffee County, where there was a similar abatement. Mr. Trujillo said that an outside source might be needed to verify data. Commissioner Shriver said that a letter would be written to Community Banks within 30 days.

It was noted that continuing education is complete in the Assessor's office.

At 11:05 a.m., a renewal of the liquor license for Dos Rios Restaurant in Monte Vista was presented. Commissioner Bricker moved to approve the renewal of the liquor license. Commissioner Shriver seconded the motion and the motion was carried.

At 11:20 a.m., Brianna Brannon, Jim Clare, Mark Mueller, and Mike Schaefer, Weed District, were present to discuss the cooperative agreement with the Monte Vista Wildlife Refuge to manage noxious weeds, and the District's insurance coverage.

Ms. Brannon explained that the cooperative agreement with the Refuge was presented and needs to be reviewed. Commissioner Shriver noted that the District is listed as the signer of the contract, and suggested that the County also sign the agreement. The contract, as written, can be terminated by either party with 60-days' notice.

Ms. Brannon said the District has concerns about the agreement. Mr. Clare said this is the first positive action to regulate weeds on the Refuge. Senator Crowder has introduced a bill to regulate weeds on public lands. Mr. Clare said the plan is a good step forward, and that having the agreement in force for five years shows commitment. Mr. Clare said that the District might have to hire a contract employee to do the work at the Refuge. He also noted that the Refuge is hiring David Dean and Conservation Core interns to monitor, map, and chemically treat the weeds.

Ms. Brannon said there are some inconsistencies in the agreement. She noted that the District will train Mr. Dean to use GPS mapping. Mr. Clare said that Duane Moser is overseeing the work. Mapping is a high priority. Ms. Brannon suggested that the agreement should include an option for the District to hire an employee for work at the Refuge, if needed.

Mr. Mueller expressed concern about the liability of the District while it conducts work at the Refuge. Chairman Davie said that if the services of the District are offered to one entity, the services should be available across the board. Ms. Brannon said that the Refuge needs adequate funding to support the work. She also noted that mapping does not take away from spraying the weeds. Having a base map is essential to show where progress is being made and where more work needs to be done. If the Refuge obtains a USDA grant, funds for mapping should be included. Mapping is a good record keeping tool.

Commissioner Shriver asked if the \$10,000.00 payment to the District from the Refuge would be made once at the end of the year. Mr. Clare said the Refuge would be billed monthly for District services, and that the Refuge would make electronic payments. Commissioner Shriver suggested that this be detailed in the contract. Mr. Clare suggested that if a one-time payment is made a holding account or an escrow account could be set up. Commissioner Shriver suggested creating a spray rate schedule.

Ms. Brannon noted that the District did not budget for an extra employee this year. However, it did budget for a special spray project that was contingent on a contract signed with the US Forest Service that may not materialize. If a different grant is available to the Refuge, perhaps these funds might be used for an employee to work at the Refuge. Ms. Brannon will create a report for consideration. Ms. Brannon said that future District budgets will include line items.

Ms. Brannon expressed concern about the bio-control wording in the contract. Mr. Clare said that it might not be a concern right now. Commissioner Shriver suggested that Attorney Bill Dunn review the contract in terms of the District hiring another employee or a contract employee, monthly billing, changing the time within which the contract can be terminated, adding detail about how payments to the District will be made, and the District consulting with the Refuge about what chemicals can be used. Ms. Brannon will talk to the Refuge and get clarification about chemicals that can be used. Ms. Brannon has requested a list of chemicals that are acceptable to use at the Refuge and has not received it by the date stated in the contract. Weeds might be resistant to chemicals that have been used before.

Ms. Brannon said that if the plan can be paid for with the proposed Forest Service funds, the agreement will work. She said the District has equipment available for use at the Refuge. Mr. Schaefer said that if an employee has to be hired for the work at the Refuge, it will be more expensive than using an existing District employee. He also noted that even if the District sprays weeds on the border of the Refuge and the Refuge sprays the interior, the area will still look bad. Mr. Mueller expressed concern about the District working at the Refuge.

Mr. Schaefer expressed concern about the five-year length of the contract, if grants for future years are not obtained.

Ms. Brannon reported that the District's current insurance provider is no longer insuring commercial applicators; the insurance will be cancelled in August 2016. She is looking for a new insurance company. In doing so, the application process revealed discrepancies: the District currently has no weed management plan, standard operation procedures, or an employee training manual. All three documents must be complete before any spraying can be done. Ms.

Brannon plans to have the documents complete by April 8, 2016. She noted that CTSI will not cover the Weed District. She noted that Weld County has been a good resource for creating the documents and that she will check to see what insurance company it uses.

Commissioner Shriver said that the District is on the right path for dealing with the long-term issue of weeds on the Refuge.

Ms. Brannon said she is soliciting participants to be included in 2017 grants and is gathering data for spraying needs. Subdivisions, ditch companies, and towns can apply. A meeting will be set up with Tom Acre to discuss spraying the Rio Grande Golf Course. Mr. Clare suggested that this be discussed at the BOCC's next meeting with the Town of South Fork.

At 12:00 p.m., Kristy Dennis, Human Resources/Finance Officer, was present to discuss an employee's maternity leave. A letter will be sent to the employee stating that bringing the baby to work while the employee is on FMLA leave is acceptable. Ms. Dennis said the revised employee manual will present a consistent maternity policy. The Board approved the letter.

At 12:10 p.m., the meeting was in recess.

At 1:30 p.m., the meeting was reconvened.

Realtor Bonnie Raps, Jeff Head, Owner of Casa Illuminaria, and Ryan Johnson were present to discuss plans for a marijuana grow operation. Also present were Marty Asplin, Bonnie Asplin, Gary McBride, Kristy Dennis, Bernadette Martinez, Yolanda Jones, Dixie Diltz, Suzanne Bothell, Gene Glover, and Mark Ulrich.

Mr. Head stated that he has been unable to sell Casa Illuminaria because of the asbestos in the roof. However, this new project will not be affected by the roof. The project under discussion is a marijuana grow operation; the building would be used only for cultivation. There would be no retail sales and the building would be kept secure, private, and locked down.

Ryan Johnson explained that there is no overlap between medical and recreational marijuana. He presented tables showing the municipalities and counties that allow medical and recreational marijuana sales in Colorado. He explained the different business licensing structures for medical and recreational marijuana.

According to Mr. Johnson's presentation, a licensed medical marijuana center is a storefront facility where registered patients can purchase medical marijuana and medical marijuana-infused products. Owners of these facilities must also own and operate at least one medical marijuana cultivation and produce a minimum of 70 percent of all on-hand inventory.

A licensed medical marijuana infused product manufacturer is a facility that produces medical marijuana infused products such as edibles, concentrates, tinctures, or beverages. These facilities are only authorized to sell their products on the wholesale market to licensed medical marijuana centers.

There are no medical marijuana optional premises cultivation licenses. In order to operate, these facilities must be associated with either a medical marijuana center or an infused product manufacturer facility and may only provide their products to that single entity. These facilities are the only premises on which the licensee may grow, harvest, and process raw medical marijuana product to sell in retail centers or for use in infused products.

A licensed retail marijuana store is a facility from which any individual 21 years of age or older may purchase up to one ounce (Colorado residents) of marijuana or one-quarter ounce (non-residents) of marijuana. Retail marijuana may not be cultivated or processed under this license.

Retail marijuana product manufacturing licenses are used exclusively for the manufacture and preparation of retail marijuana products and concentrates. Retail marijuana may not be cultivated or sold to retail customers under this license. All sales must be made wholesale to retail marijuana stores. If this type of licensed facility chooses to own and operate a cultivation facility, it may not sell any of its retail marijuana, except for the retail marijuana that is contained in its products.

A retail marijuana testing facility license allows a facility to test and research retail marijuana for potency, yeasts, E. coli, pesticides, etc., for other Marijuana Enforcement Department licenses.

A retail marijuana cultivation license is used exclusively for the cultivation of retail marijuana plants and the harvesting of retail marijuana. If the licensee is not associated with a product

manufacturer, the licensee may sell retail marijuana to other cultivations, stores, or product manufacturers within the Colorado regulated system. This is the type of license that would be applied for and used in the Casa Illuminaria building.

Mr. Johnson explained the tax structures for medical and retail marijuana. Medical marijuana is taxed at a rate of 2.9 percent, plus local sales tax. Retail marijuana is taxed at a rate of 27.9 percent: this includes a 15 percent excise tax, plus a 10 percent special tax, plus a 2.9 percent sales tax. Retail marijuana products are taxed at a rate that includes a 15 percent excise tax plus a 10 percent special tax. Cultivated marijuana for retail sale is taxed at a rate of 15 percent (excise tax). The cultivation tax of 15 percent is paid to the State, which then distributes the funds to schools.

Mr. Johnson said that Rio Grande County is not currently receiving any portion of State taxes because it is a "dry" county. Tax funds are returned to the counties where the funds were generated. He noted that 85 percent of the taxes generated are used by the State for roads and parks. If retail cultivation of marijuana were allowed in Rio Grande County, the County would receive a portion of the 15 percent tax (as determined by the State) to use for public school construction. Mr. Johnson said that school construction could include purchasing computers.

The established price for a pound of marijuana is currently \$1,945.00. Mr. Johnson explained that the market changes every six months.

Commissioner Bricker noted that counties do not benefit from marijuana taxes. She said when the licenses were expanded, some taxes were not expanded. She said some legislation is needed.

Mr. Johnson said that the MED indicates that counties can add additional county taxes for sales of marijuana; he suggested that sales from the Casa Illuminaria operation be taxed at an additional rate of 3.5 percent. Chairman Davie noted that this tax would have to be voted on by the public.

Based on an annual revenue of \$4,860,000.00, Mr. Johnson estimated that the additional 3.5 percent sales tax would yield \$170,000.00 to the County. The total amount to the County, when combined with the 15 percent State excise tax of \$729,000.00, would equal \$899,100.00.

Using Pueblo County as an example, Mr. Johnson said fees would be charged to the cultivation facility: there is a \$5,000.00 licensing fee, plus \$0.50 per square foot where the plants are located (not to exceed \$15,000.00), plus business license fees, and any other fees a county might impose. He said some counties have added a 25 percent local fee.

The MED limits an operation to 1,800 plants. If 50 percent of the plants are sold, the licensee can increase the number of plants on an incremental basis.

Chairman Davie asked what the yield is from a single plant. Mr. Johnson said that one plant will produce one-half pound (dry weight) of marijuana in 90 days. If the facility grows 1,800 plants, the yield would be 900 pounds of marijuana; 45 pounds would be shipped from the facility every week. Mr. Johnson said that the shipping would be secure, and noted that because this is an all-cash industry, the handling of money would be very secure as well.

The proposed operation would grow the plants in an environment free of pesticides and herbicides. It would be a lab-grade, organic operation. The rooms will be painted with self-scrubbing paint, UVA and UVB lighting will be used, and employee protocols will be used to keep the facility as clean as possible. Employees will wear Tyvek suits. Mr. Johnson said that if one grow room becomes contaminated it will be cleaned and the room will be used again. Mr. Johnson said that the smell would be managed by filtering both incoming as well as out-going air. He said the Casa Illuminaria building would be good for a lab-grade facility.

Commissioner Bricker asked about Mr. Johnson's qualifications to operate this sort of facility. Mr. Johnson said he sold a dot-com company, created a shopping cart sanitizer and sold its patent. He worked for the Department of Defense managing mold and biological issues after hurricanes.

Mr. Johnson said that in his opinion, in six to nine months only the type of cultivation operation he describes will be in operation. He said many cultivators use illegal pesticides and herbicides. Successful grow operations must be organic.

Chairman Davie asked about plans for the rest of the building; only 2,500 square feet are planned for use as the cultivation operation. Mr. Head said money will be spent on landscaping

and fixing the outside of the building. Nothing is planned for the remaining interior of the building. He said there will be cameras in each grow room and the County could have access to this surveillance. The MED would also have access.

Commissioner Shriver asked if the filtration system prevents pollen from leaving or entering the facility. Mr. Johnson said that only female marijuana plants would be raised, so there would be no pollen. He explained that if one male plant is found in the facility it could close the entire operation.

Mr. Johnson said that there is no lab-grade marijuana-grow operation in the United States. There are none in Colorado because no one has found the right facility. He said Casa Illuminaria is perfect.

Commissioner Bricker asked how the rooms would be prepared. Mr. Johnson said that each room would be decontaminated with a DF2 (decontamination factor) agent. Each room will be fogged and treated. Sheet rock will be stripped and windows will be blacked out.

Commissioner Bricker asked if there would be any remodeling. Mr. Johnson said that there would be no remodeling. Self-scrubbing paint will be used on the walls, and each room will have its own HVAC/humidifier system. Conditions in each room can be adjusted to the needs of the strain of marijuana being grown in the room.

Chairman Davie noted that the building has a generator that can be used if there is a power outage. Mr. Head said they would check the generator's status. Mr. Johnson said back-up power would be provided.

Commissioner Shriver asked if there would be any risk to crops of hemp grown in the County. Mr. Johnson said that the Chinese have the market on hemp and can produce it inexpensively.

Attorney Bill Dunn asked about the education needed by employees of the facility, and what typical salaries might be. Mr. Johnson said employees would receive intense training in the metric system. Every plant will have a bar code so that every gram can be traced. Mr. Johnson said the operation would pay \$10.00 to \$15.00 per hour, and that he would prefer employees with degrees and/or experience in traditional agriculture. He said that he would not hire anyone with previous marijuana-growing experience, or anyone associated with illegal activity. He said he would hire gardeners who can follow protocols.

Commissioner Bricker noted that building and remodeling codes are strict in the County. Mr. Johnson said that asbestos has only been detected in the boiler room, with minor traces elsewhere in the building. Mr. Head said that the building was in use three years ago. Mr. Johnson said the DF2 agent would gas away the asbestos, and Mr. Head said that no walls would be torn down. Mr. Johnson said some electrical work would need to be done to install the lighting.

Mr. Dunn asked how much water would be used. Mr. Johnson said that 10,000 to 12,000 gallons per month would be used. He explained that the plants absorb most of the water. Mr. Head noted that there is a well on the property for use on the yard. Commissioner Shriver asked if city water would be used, and Mr. Head said it would.

Mr. Head asked what the Board needed in terms of a time frame to consider this proposal. Mr. Johnson reminded the Board that an additional County tax can be added to all sales. Commissioner Bricker said there was a great deal to consider, and Commissioner Shriver said there was a process to be followed. Mr. Head said his group wants to be a good partner to the City, and the group would need to go through the State licensing process.

Mr. Asplin asked where plants would be disposed of, if a room was contaminated. Mr. Johnson said there are licensed marijuana recycling companies. If a room is contaminated, the plants would be killed and the room treated. He noted that recycling would take place after each harvest; soil is also recycled.

Mr. Asplin asked about the effects to the Town waste water system. Mr. Johnson said that because the plants absorb so much water, there will be very little waste water from the facility. Mr. Asplin asked about water used for laundry. Mr. Johnson said an Environmental Protection Agency-approved system would be used, so there would be no harm to the Town's water system. Bonnie Asplin introduced Ms. Martinez, and explained that there is no benefit to the Town of Del Norte. Mr. Johnson said that it would be up the County to determine a benefit to the Town. He noted that the building is not in the city limits of Del Norte. Mr. Head said the facility

could work with both the County and the Town, and noted that any money coming to the County could benefit schools, which would benefit the Town.

Mr. Dunn asked if a change of zoning would be needed. Chairman Davie said this would need to be checked; it might require a change of use.

Commissioner Bricker asked how many employees would be hired. Mr. Johnson estimated four to seven. Commissioner Shriver asked who would inspect the facility to make sure it is a lab-grade facility. Mr. Johnson said that no one is qualified to do such an inspection because the idea is too new. The facility could be inspected and verified as an organic operation, and testing would make sure the facility is clean. Mr. Asplin asked for clarification. Mr. Johnson said there is no federal agency to conduct lab-grade testing.

Commissioner Shriver asked about cross-pollination with hemp plants in the area. Mr. Johnson reiterated that with only female plants there would be no pollen. Mr. Asplin asked about the effects of hemp pollen entering the facility. Mr. Johnson said that employees' clothes will be washed when employees both enter and leave the facility. Tyvek suits will be worn, and the air filtration system will prevent cross-pollination.

Commissioner Shriver asked how the Board will be notified if anything changes with the facility. Mr. Johnson said that there will be no seeds in the facility. Certified, feminized seed is purchased from Holland.

Chairman Davie said that the Board would discuss the proposal and let the group know its decision.

At 2:30 p.m., Mr. Asplin asked the Board if the County could sponsor a grant for trails extension. He said there would be no liability to the County. The consensus of the Board was to ask Mr. Asplin to find a different sponsor for the grant, because the timing right now is an issue.

Ms. Diltz notified the Board that the San Luis Valley Crusade would be holding a meeting May 23 to 25, 2016 at the sale barn in Monte Vista. The consensus of the Board was that the Crusade would have to acquire a special event permit. Ms. Diltz said she would present the permit to the Board.

Commissioner Shriver reported receiving an email from CCI regarding the new salary structure for elected officials. Rio Grande County has been changed to a category C, and a 10 percent increase in salary is automatic. The County can request to be moved to category D, which would require no automatic increase. In 2019, an additional cost of living increase would go into effect. The Board indicated in a previous meeting that it did not want a salary increase. However, with the new categorization, it was agreed to notify the other elected official know about the situation. Commissioner Shriver noted that the legislators need to be notified of the County's decision as soon as possible.

At 2:40 p.m., the meeting was adjourned.

Attest:

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Doug Davie, Chairman  
Chairman of the Board

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Mona Syring  
Clerk of the Board