

COUNTY COMMISSIONERS' PROCEEDINGS

State of Colorado)
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County of Rio Grande)

The Board of Rio Grande County Commissioners met in special session on Monday, December 4, 2017. Members present were Chairman Karla Shriver, Commissioner Gene Glover, Commissioner Suzanne Bothell, County Administrator Roni Wisdom, and Clerk of the Board Mona Syring.

At 1:30 p.m., Chairman Shriver called the Board meeting to order. Commissioner Bothell gave the opening prayer, and the Pledge of Allegiance was said.

Commissioner Bothell moved to approve the agenda as presented. Commissioner Glover seconded the motion and the motion carried.

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

A consent agenda was not presented.

At 1:32 p.m., Chairman Shriver reported that a public hearing was held on November 30, 2017, regarding the County's 2018 budget. She explained that there was some public comment, which prompted the BOCC to schedule today's meeting. Commissioner Bothell stated that it is wise to consider those public comments on the budget. Commissioner Glover said that there were many comments made that should be listened to. However, he said that the Board should not be brow beaten on how the County is being managed. Chairman Shriver explained that the proposed 2018 budget was presented in the November 15, 2017, BOCC meeting, and the Board voted to move forward with the same salary increase for all County employees. Then on November 30, 2017, comments were made, suggesting that the Board reconsider the Sheriff's Department deputies' salaries in the proposed budget.

Commissioner Bothell moved to redo the 2018 budget to reflect an additional salary increase for the deputies. Commissioner Bothell stated that Chairman Shriver said that the Sheriff has the option to set the deputies' wages. However, this goes against the classification system. Chairman Shriver stated that deputies' starting wages can be based on each employee's skill set; the deputies do not have to start at the bottom of the wage scale. Chairman Shriver said this would be like hiring someone with 20 years of experience and starting him or her at the lowest wage. Commissioner Bothell said the deputies should be classified differently.

Ms. Wisdom explained that salary ranges are set, according to the County range and step program. Deputies start at range 11, steps 1 through 25. Deputies who are supervisors start at range 12. Ms. Wisdom said that the wage steps are determined at the supervisor's discretion. She stated that there is confusion about the wage steps and how they work. She said there needs to be a discussion with the department heads regarding how the steps work. If an employee is classified incorrectly, this needs to be discussed. Ms. Wisdom explained that the issue with the 2018 budget is the three percent cost of living wage increase plus the two percent merit raise, which is equivalent to a one-step increase. Ms. Wisdom suggested that a discussion be held with the Sheriff regarding how to use the wage steps. She stated that the deputies may have been hired at the wrong step. She suggested working with the Sheriff to develop policies so employees know where they start.

Commissioner Bothell stated that budget requests were submitted by each department and each department received what it requested, except for the Sheriff's Department. She explained that the Sheriff asked for two investigators in his budget request sent to the Administrator, and in the preliminary budget was only budgeted for one. Then in negotiations, the Sheriff offered to forgo the investigator so that more could be paid to the deputies. Commissioner Bothell said that the Sheriff ended up without an investigator and no raises for the deputies. Chairman Shriver stated that an undersheriff has not been hired, even though this is required by State statute. She said that Sheriff Norton said that the K-9 unit was not needed, and those funds went to the undersheriff's salary.

Commissioner Bothell stated that the Sheriff's budget was reduced. She said that drug issues need to be worked on, stating that there is no better economic development than people perceiving that they live in a safe community. She said that law enforcement makes a community safe, and that people need to be hired. Chairman Shriver said that the issue is more than pay.

Commissioner Bothell made several prepared points:

- “There is a severe shortage of law enforcement everywhere.”
- “By voting to not increase wages, you are putting lives of deputies and citizens at risk and loss of property.”
- “I believe we should not empower criminals.”
- “By voting against the increase, you are showing a lack of respect for the deputies and the citizens of the County.”

Commissioner Bothell called for a roll call vote.

Commissioner Glover stated that the County is \$1.6 million in the hole to fix the situation. If the Board wants to fix the salary issue, the County will be \$2 million in the hole. He said there are several issues beyond salary that need to be fixed, which increases costs. Commissioner Bothell said the least the Board can do after making all the cuts to the Sheriff’s budget is to raise salaries. She explained that the Sheriff’s Department was \$200,000.00 under budget because the Department is unable to hire new employees. She asked what will happen in 2019.

Chairman Shriver said that there needs to be an analysis of how Sheriff’s Department employees are classified. She distributed a handout and made the following written statement:

“I apologize for a written statement, but I want to make sure my thoughts are all expressed and that words cannot be later twisted into something else.

“This topic has not been easy since it began in August of this year. However, when you sign up for the position and responsibility of Commissioner, it is expected that you will have to make difficult choices and decisions at times.

“As I have stated in the past, to me, the employees of Rio Grande County are the biggest and best asset the county has. I am sorry that the Sheriff Deputies have been apparently caught in the middle.

“To say I am “not law enforcement” friendly because I did not support a special “added” pay raise for the Sheriff Deputies is an insult to me. The Sheriff office recently received some donations from several local organizations to purchase special protective gear. I am a member of one of those organizations who purchased 3 sets of the gear. Both Commissioner Glover and I value and respect our law enforcement officers not only in Rio Grande County, but all over the United States. Again to remind everyone, the BOCC decision choice on November 15 was to (1) approve a county budget which gave all county employees a raise based upon right-sizing the wage scale for the new minimum wage laws and Affordable Health Care Act plus the opportunity for a merit raise at their anniversary date, or (2) to approve a county budget which gave all county employees a raise as just previously mentioned, plus an added 13%-16% for Sheriff Deputies.

“I feel for the Sheriff deputies and their families, and would love to give them all raises. Even more than what the Sheriff is asking for. In fact, I would love to give all Rio Grande County employees a larger pay raise as a lot of them are paid less than comparable county peers. They work hard for the county and deserve it. The problem is revenue. With the proposed budget, the county will be dipping into its general fund reserves or savings account \$1.5 million dollars. This is not sustainable. The commissioners recognize this and have already started discussions of the need to put before the citizens a tax question for the next ballot cycle. The other issue is total county employee morale.

“I wonder why the deputies are not upset with the Sheriff and department management as the Sheriff said some of his department has not had a raise since 2006? The County Commissioners have approved cost of living and merit raises through the years. I am starting at 2003 because a recent Facebook post said the Sheriff deputies had not received a raise since then. Looking in previous County Budget messages which are public information and posted in the December minutes of each year, I obtained the following salary information:

	<u>All Employee Cost of Living</u>	<u>Potential Merit</u>	<u>All Employee Other</u>
2003	0	2	
2004	0	2	
2005	0	0	
2006	0	0	
2007	3	0	
2008	7	0	
2009	2	0	
2010	0	0	
2011	0	0	
2012	2	0	
2013	0	2	
2014	0	2	3%
2015	0	2	
2016	0	0	FT\$400/PT\$200
2017	2	0	0%
Sub-total	16%	10%	3% + one-time Bonus
2018 Proposed Budget	0	2	3
If approved through 2018	16%	12%	6% + one-time bonus

“Cost of living raises and wage adjustments are given automatically to all employees. Therefore, if the deputies had been on staff since 2003, they would have gotten a cumulative cost of living raise of 16% plus 3% wage adjustment pay raise automatically through the years. Merit raises are based upon satisfactory job performance and evaluations. The elected official or department head has to authorize this pay increase. This is not an automatic pay raise. The money for merit raises was budgeted and allocated for by the Commissioners in various years. Again, the elected official or department head would have had to authorize the merit raise with a satisfactory job performance evaluation. Here if a deputy had been employed since 2003, the deputies would have been entitled to a cumulative 10% merit pay raise through the years with a satisfactory job evaluation if the Sheriff had authorized it. Apparently he did not if he says some of his employees have had no pay raises since 2006 which he did in the August 16, 2017 BOCC meeting.

“Right now, the Sheriff’s department is the only department that will not submit its employee evaluations to the Human Resource office. All other departments do submit copies of the employee evaluations for their employees to the Human Resource office. I need to clarify a statement I made the other day. I said something to the effect that “evaluations are not supplied to this office.” The evaluations do not come to the Commissioners. Evaluations come to the Administration office which has a Human Resource Department. Evaluations go to the Human Resource Department. Employee evaluations are confidential and commissioners do not access to them. Sometimes it is too easy to get Commissioners and the Administration Office viewed as one because they work so closely together.

“If I was a deputy, I would be upset with the Sheriff and that department’s office’s management if I had not received the 10% eligible merit raise that I would have been entitled to based upon a satisfactory job evaluation if I had been employed since 2003. Again, if it is true what the Sheriff and Commissioner Bothell says and the deputies have not had a raise for some time, it is because the Sheriff did not authorize it.

“There was a question from the audience during the public hearing last Thursday, November 30, inquiring about starting salaries for the Road and Bridge Department. I researched the question.

“Equipment Operator: starts at Range 9, Step 3 and is on probation \$13.21/hour
Part time equipment operator: Range 8, Step 2 \$12.02/hour

“These are starting salaries. The Road and Bridge Department has very little turn over. There are people currently there that have been with the county for 15-20-30+ years. They are making much more than the above starting salaries. They have been evaluated through the years based upon their training, skill sets, continuing education, and they probably have increased their job classifications and got other raises.

“The last Sheriff Deputies were started at a Range 11, Step 1 \$14.84/hour

“It is very evident there is a communication problem between the Sheriff Department and the Commissioners. This is not good for anyone of the Departments or the citizens of Rio Grande

County. I was told by previous Commissioners that there has always been a communication problem between this office and the Sheriff office, but I will have to admit in my opinion, it has become more of a problem this past 11 months. It is something we do need to work on. All of us. Communication is a two way street.

"I still say there are in-efficiencies and miss-allocation of resources in the Sheriff department. Revenue generation of the Department could be better, and cost savings on the expense side improved. An example is Rio Grande County Sheriff offers Conceal Carry Classes for free other than a shooting range fees and charges.

“Concealed Weapons Carry Info

Rio Grande County Sheriff
 Permit: Renewal and original fee was \$15.00.
 Class: Free (Range fee in area of \$10.00)

Alamosa County Sheriff
 Permit: \$100 for initial and \$50 for renewal ½ price for military
 Classes: Currently do not offer; but considering and thinking \$25/person to cover cost of instructor which is \$500.

Denver Police Department
 Concealed Weapon Permit: \$152.50 (non-refundable), good for 5 years
 Class: Bring a certificate from a certified course instruction

Classes: Colorado Gun Classes Denver, CO \$89.00

El Paso County Sheriff
 Concealed Weapon Permit: \$112.50 cash only
 Class: Certified training course accepted

Colorado Springs
 Concealed weapon class (NRA instructors): \$65.00

“Traffic Infraction revenue. No, I am not in favor of using this method as a means of increasing revenue per se. I am in favor of stopping people for unsafe motor vehicle use. I have received numerous complaints from the residents in the Sargent area of people going too fast and running stop signs. They say they have contacted the Sheriff’s office and complained, but nothing happens. The Sheriff is comparing the Alamosa County Sheriff pay scale to Rio Grande County. Well, let’s compare other areas as well.

“Alamosa County Sheriff Report in Alamosa Courier

- I checked Alamosa Sheriff report which is published in the Courier on Fridays, and following were in the paper:

Tickets	Over <u>2-9 mph</u>	Over <u>10-19 mph</u>	<u>20-39 mph</u>	Traffic light Stop sign <u>Violation</u>	<u>Other</u>
11-17-2017	4 13%	17 53%	2 6%	2 6%	7 22%
12-1-2017	6 11%	26 49%	5 10%	6 11%	10 19%

“The other question, number of sheriff vehicles. Why do we have so many vehicles? I am also concerned about the safety of the vehicles. If it is true that Deputy Pena’s vehicle is not worthy as he says, why not use the canine unit which was gotten last year by the Department, by Deputy Pena.

- “I guess I would like to see the Sheriff’s policies for vehicle maintenance, in fact all Sheriff department policies.
- “I did bring up that an “un-manned” sheriff’s vehicle is currently being used at a property that is located on a private road. There are two homes on the private road with potential for development of more homes. The private road has accessed public lands for numerous years. In fact the Commissioners are currently discussing the request to officially take this road on the system as an unmaintained county road. My question is

the allocation of a sheriff resource on a private road with two homes. I do not dispute the technique. But why is this technique not being used elsewhere on county roads where there have been multiple complaints and people killed? It took me a while to connect the dots, but where the vehicle is parked, is that not the minister of your church Commissioner Bothell?

“What I did not bring up the other day, as I was not sure I should and I forgot, but because this is public knowledge and the people need to know, I will bring it up now. Back in October, I was called on a Sunday by the Sheriff because his computer server went down. Long story short, CenturyLink shut it down because staff in the Sheriff’s office was down loading and streaming copyrighted movies for themselves. There had been several notices about the illegal activity, and I believe this was the third notice. WSB Computer had installed a new server on Friday, and had removed some illegal programs which I understand WSB Computer has done in the past, but the programs keep getting re-installed by Sheriff staff. I got with CenturyLink personnel by phone, and because of public safety reasons, CenturyLink re-instated the server connection. CenturyLink also sent me a report going back six months showing the dates and times copyrighted programming had been streamed at the office. The report showed 18 attempts, were made at various days of the week, and at various times of the day. CenturyLink told me of the seriousness of this activity and the significant dollar fines that could be levied against the County. CenturyLink could not go back over six months with a report with an over-the-phone request. The Commissioners have since been assured by Sheriff Norton that he has worked with WSB Computer to solve this issue and that copyrighted material cannot be downloaded again.

“Mr. Miller asked in the public meeting if I would work for \$28,000 per year. Actually I do at times. My farm is mortgaged, and I could lose it any given year. I have lost money in the past couple of years. I have made money in the past; I have broken even in the past. It is a life style I like. Plus, my farm pick-up is a 2002 model. Would I like a new farm pick-up, yes. But can I afford one, no.

“Again, I have to go back to looking at the County as a whole. I do have empathy and compassion for the position the deputies are in, as I feel they have been caught in the middle. I would love to have a magic wand to grant them a larger than proposed raise. But I feel my job as a Commissioner is to look at the County as a whole. I do not feel it is the Commissioner’s fault the deputies salary have not gotten the merit raises they have been entitled to based upon a satisfactory evaluation. That is the Sheriff’s management responsibility. It is not the Commissioners’ fault that the Sheriff apparently believes he has to hire deputies at the bottom of the salary range. The sheriff can hire deputies within the approved job description step and range commensurate with their previous experience in relation to the job description. The Sheriff is responsible for the job descriptions and keeping them up to date. The Human Resource Department can assist.

“I appreciate the people who came to the meeting the other day and I hope they and others will stay engaged in the budget conversation as it is a very difficult conversation to have, and one that has to be addressed now and in the future. I appreciate the comments made the other day from those who attended the meeting, and take them very seriously. However, I do feel the group was “stacked” and “coached” on things that were not true - I think the term today is called Fake News.

“I am sticking with my original vote that all county employees get the same proposed wage adjustment raise and merit raise based upon satisfactory performance. Again, it needs to be clear; the wage adjustment will be automatic for all employees. The merit raise is at the discretion of the elected official or supervisors based upon satisfactory job evaluations.

“I would also recommend that the Commissioners and Administration office work with the Sheriff’s Department to analyze and see if he has his deputies in the correct job classifications based upon their training, skill sets, etc. Perhaps if not classified correctly, there is a way they can be re-classified commensurate with their abilities and experience to better justify their salary.

“There has been funds allocated in the budget for a hiring an undersheriff since former Undersheriff Ed Rapps retired a year and half/two years ago. I understand it is a requirement per statute to have an undersheriff. I would recommend to the Sheriff he post an advertisement as soon as possible.

“Another comment that was made in the Public meeting was Commissioners’ salary. I also see on Facebook where there was a post on how Commissioners give themselves raises. Salary increases for elected officials are governed by statute. The State Legislature dictates what

meetings, and changing which Commissioner will deal with the Sheriff's Department and a jail nurse. Commissioner Glover seconded the motion and the motion carried.

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

Commissioner Bothell moved that the approval of the November 30, 2017 minutes, including the public hearing regarding the 2018 County budget, and the December 4, 2017, minutes be tabled. Commissioner Glover seconded the motion and the motion carried.

The consent agenda was presented. It included vouchers, which were emailed to the Board prior to the meeting and DSS vouchers, which were presented as hard copies. Commissioner Bothell moved to approve the consent agenda. Commissioner Glover seconded the motion and the motion carried.

At 9:14 a.m., Patrick Sullivan, Road and Bridge Department, was present to update the Board.

Mr. Sullivan reported that engineering work has begun on County Roads 13 and 29. He said today is the third day the Department has worked on County Road 29. Stakes are set on County Road 13. He said warm days are needed to shoot grade.

Mr. Sullivan reported that shouldering on the new pavement on County Road 10 is complete.

Mr. Sullivan reported that repairs at the hot plant were completed. Doors were repaired to control the heat. He stated that the plant is shut down and power has been suspended for the season. This saves \$500.00.

Mr. Sullivan said that the Department took delivery of the new dump truck and is waiting for license plates.

Mr. Sullivan reported that 10 employees (plant operators, rollers, and others) attended an asphalt training given by L-Tap in Pueblo. The training was beneficial. Chairman Shriver asked if records are kept regarding employee trainings. Mr. Sullivan said copies of all evaluations and certifications are kept in the employees' files.

Mr. Sullivan reported that the multi-plate culvert has been received for the County Road 3 West project.

Mr. Sullivan reported that ditch bank material has been removed from County Road 9 North. This material will be used as shouldering material.

Mr. Sullivan reported that he and Darryl Miles attended the recent CCI conference. He also reported that the Department spent a week at the airport completing projects on Airport Co-manager Jay Sarason's list.

Mr. Sullivan reported that paint striping has been completed for the year. Some striping has been completed for Alamosa County. Commissioner Glover reported that Alamosa County appreciates the work exchange between the two counties and in a recent conversation, learned that Alamosa County thinks Mr. Sullivan is good to work with; there is a good partnership between the two counties. Commissioner Glover also stated that at the recent CCI conference, Alamosa County Road and Bridge Supervisor Tim DeHerrera recognized Mr. Sullivan as his mentor. (Mr. DeHerrera was named Road Supervisor of the Year.)

Mr. Sullivan reported that the pipe for the ice rink has been installed. Cold weather is needed in order to use the rink.

Mr. Sullivan reported that the Department spent two days removing material from Rio Grande Hospital to assist with its expansion project. The construction site ran out of room to store material. Mr. Sullivan said this helps the community, and the material can be repurposed.

Mr. Sullivan reported that material was crushed in the Del Norte pit to replenish depleted rock inventory. He said this needed to be completed by the end of the year. He stated that a fair price was paid to Colorado Crushing for the crushing. Colorado Crushing will be used in 2018. Mr. Sullivan explained that he tried to contact Southway Construction Company, but received no response.

Chairman Shriver asked how often crushing is done. Mr. Sullivan said it depends on needs. He said the Department attempts to consolidate a two year supply. He said the South Fork pit is out of gravel and crushing will be done with 2019 funds. Chairman Shriver said there is a group

working on the revitalization of Ski Hi Park in Monte Vista, and the material generated from that might be able to be crushed to dispose of it, and asked that Mr. Sullivan keep that in mind when the crusher is in the area again for the group.

Mr. Sullivan reported on the Department's proposed work. Grade will be pushed on County Road 29. This will take 15 to 19 days to complete, not including the culvert. Culverts will be removed and replaced as needed.

The plan and profile for County Road 13 will be completed, and the 2018 inventory will be crushed. The Department will take delivery of the new lowboy tractor.

Commissioner Glover asked how much money was saved on the recent crushing. Mr. Sullivan said a flat rate was paid. He stated that Colorado Crushing provides quick service and the material produced is clean; its equipment is in good shape. Mr. Sullivan said this is business for the Road and Bridge Department and it got the best price from Colorado Crushing. The Department is reaching out to other contractors because of problems with Southway. He said it is good to have another source.

Commissioner Glover asked what is needed to expand the South Fork pit. Mr. Sullivan said a 112 permit will be needed, at a cost of \$120.00. He also said the first of January will be a good time to complete the expansion. Mr. Sullivan stated that neighbors will be notified and time will be allowed for comments. Mr. Sullivan explained that there is a State lease on the property and the State wants to use the South Fork pit. Mr. Sullivan said that \$0.59 per ton is paid to the State for material, and the Department needs to use the pit so the State does not "bump" the County. Commissioner Glover commented that 4 Corners is stretched thin because it has taken on too much.

Mr. Sullivan reported that the Department is taking advantage of the warm weather. He also reported that he was contacted by the new Center Town Manager Brian Lujan, to attend a meeting regarding the Safe Route to School project in Center, on December 11, 2017, at 12:00 p.m. Mr. Sullivan said he would attend the meeting because there may be some confusion about the project. He said a curb is needed for safety, and noted that County guidelines will not be more stringent than federal guidelines to construct the project.

Ms. Wisdom thanked Mr. Sullivan for 2018 calendars. She asked him for an update on San Francisco Creek in preparation for a meeting with Jane Walters.

Mr. Sullivan reported that the Department is down two trucks. When they are repaired work can be increased and with the good weather, much work can be done. Mr. Sullivan reported that the Department has worked with the San Luis Valley Rural Electric Cooperative to remove wires and on fiber projects. He said that Xcel Energy soil testers are working on Highway 160. Chairman Shriver asked Mr. Sullivan to participate in a conversation about the river project on County Road 5 North in the work session later in the afternoon.

At 9:40 a.m., Randy Kern, Building Department, and Dixie Diltz, Land Use Department, were present to update the Board.

Mr. Kern reported that the Building Department has been busy, and received nine or ten calls today. He reported that there have been 21 new home starts this year; the 22nd permit will be sent out on December 7, 2017. The number of home starts has increased since 2016. Revenue generated from building permits is in the amount of \$113,000.00. Mr. Kern said revenues in 2016 were \$135,000.00, but 2017 revenue will cover the Department's expenses. He reported that the Rio Grande Hospital expansion has begun.

Commissioner Bothell asked if building permit fees are collected up front. Mr. Kern said they are, and that Rio Grande Hospital has paid its permit fee. Chairman Shriver asked what the cost would have been if an impact fee was charged to the hospital. Mr. Kern said that an impact fee would not have applied to the hospital expansion because it is in the Town of Del Norte and because it is an expansion rather than new construction. He said that impact fees (\$1,430.00) on homes being built out of town would have brought in a great deal of revenue. (Impact fees are no longer collected at the moment due to previous BOCC approval.)

Commissioner Bothell asked for an explanation of impact fees. Chairman Shriver explained that the impact fee covers impacts to roads and other structures. Mr. Kern explained that the fee was paid to the Road and Bridge Department. He added that people on the Front Range pay many more fees than are paid in Rio Grande County. When they come here to build, they consider the fees inexpensive. He stated that there were many complaints about County impact fees. Ms. Diltz explained that Alamosa County imposes a fee for solar farms, but does not

charge impact fees. Mr. Kern stated that when the County charged an impact fee, there was not much commercial construction. Chairman Shriver said the solar farm fee is \$75,000.00 and these funds are used for economic development; this fee is not refunded. She stated that there was a discussion of charging a similar fee when oil and gas projects were being considered in the County. Commissioner Glover added that if oil and gas projects had started on San Francisco Creek, that road would have been paved to accommodate the truck traffic. Mr. Kern said there were many residents against the oil and gas projects. Commissioner Glover stated that those with the loudest voices prevented the projects.

Mr. Kern reported that Ken Vanlwarden has worked for the Building Department in Mr. Kern's absence and that the arrangement is working well. Chairman Shriver asked if Mr. Vanlwarden has a yearly contract. Mr. Kern said there is no contract because Mr. Vanlwarden was hired as a part-time, as needed employee with no benefits.

Mr. Kern reported that he has registered for International Certificate of Competence continuing education classes in March 2018. Mr. Kern reported that the adoption of on-site wastewater treatment systems regulations has been moved to the March Board of Health meeting. Because of his classes, Mr. Kern may not be able to attend this meeting. He noted that the adoption of the regulations is a formality and notices have been sent out to installers and cleaners. Chairman Shriver said that the meeting could be held to take public comments or a decision can be made at that meeting. Mr. Kern said that comments can be taken and the regulations can then be adopted 45 days later. This will be before the building season begins.

Ms. Diltz reported that there have been three strong complaints regarding blight. The first case concerns the Jesus Meraz property in Center, where there are junk vehicles. Mr. Meraz was sent a letter in March 2017, then Ms. Diltz contacted him by telephone in April and May 2017. Nothing was done to clean up the property. Another letter was sent to Mr. Meraz on August 24, 2017, which was not picked up and was returned to the Land Use Office. Ms. Diltz asked the Board if something should be done now, or if she should wait until after winter to take more steps.

The second blight complaint concerns the South Fork Ambulance District, which has parked a trailer house to be used for fire training. The training has not been completed because of fire danger, and the trailer has not been moved. Ms. Diltz was told the trailer would be moved (or burned) in August; the same was said in October. Ms. Diltz noted that the area is not a clear area to burn. She asked the Board if she should proceed or wait until spring.

Chairman Shriver stated that the weather could change. She said the options are to wait until next year, or have County Attorney Bill Dunn send a letter stating that the blight has to be eradicated by spring. Commissioner Bothell recommended that letters be sent to both Mr. Meraz and to the South Fork Ambulance District. Commissioner Glover asked if the burning situation would be offset if it snows. Chairman Shriver suggested that the Ambulance District could be given a deadline of March or April to clean up the site, and she noted that there is very high fire danger now. Ms. Wisdom asked if the site will be cleaned up after the trailer is burned. Commissioner Glover said that this needs to be included in the letter. He asked why the trailer cannot be scrapped. Commissioner Bothell said the trailer is to be used for training. Commissioner Glover stated that none of the neighbors have been notified about plans to burn the trailer. Ms. Diltz stated that the first time she saw the trailer the doors were closed. However, on a recent visit, she said the trailer has been "trashed." Chairman Shriver said this needs to be taken care of. Commissioner Glover stated that a date should be established for when the property should be cleaned up, but the Land Use Department should not regulate how the property is cleaned up. Ms. Diltz will request that Bill Dunn send a letter in January, with a 90-day deadline to clean up the property.

Commissioner Bothell agreed that the letter should be sent. Chairman Shriver said there should be consistency in dealing with blight complaints. Commissioner Glover said a policy should be established so that it can be enforced. Chairman Shriver said that the process is for the Land Use Department to contact the property owner first. If nothing is done, a letter is sent from the County Attorney. If nothing is done, the County can take the property owner to court. She noted that this is where the process becomes expensive. Commissioner Glover said that the program is not being supported. He said a line needs to be drawn. Commissioner Bothell moved to have Bill Dunn, County Attorney, send letters to Mr. Meraz and the South Fork Ambulance District, giving both 90 days to clean up their properties, and stating that if the properties are not cleaned up, the County will take them to court. Commissioner Glover seconded the motion and the motion carried.

The third blight complaint concerns a small house in Jasper. The owner of the house states that he was told by his contractor that a 200 square foot home was allowable without a building

permit and that it was permissible to camp in the house. Ms. Diltz explained that the owner (the owners are listed as Noah and Priscilla Bevans) is an absentee owner from Oklahoma. The owner provided Ms. Diltz with emails from his real estate agent stating that it is permissible to camp on the property. The owner has stated that he has spent \$30,000.00 on the property and is now being told he has to demolish it. Ms. Diltz explained that the land use codes state that a person cannot camp on a property, and that an accessory structure cannot be built until a primary residence has been permitted and built. A septic system must be installed. Commissioner Bothell asked if a composting toilet would be allowable. Mr. Kern stated that according to State regulations a composting toilet is not allowed. He said there are some State rules regarding composting toilets.

Ms. Diltz stated that other residents are complaining because they built their homes to code and that this structure is being used as a hunting cabin. Chairman Shriver said that when the new OWTS regulations are adopted in 2018, the owner can install a vault septic system with proper permits. She stated that the Land Use Department can ask the owner to tear down the structure or bring it up to code. Commissioner Bothell asked how the structure needs to be altered in order to meet building codes. Mr. Kern said that anything can be done, depending on expenses. Commissioner Bothell asked if the State rules regarding composting toilets are unclear. Mr. Kern said they are not, and explained that running water is required in the house, along with a water closet.

Chairman Shriver recommended that the property owner be sent a copy of the rules, and Commissioner Glover stated that the property owner needs to contact his contractor. He stated that incorrect information is given to property owners by contractors and realtors. Chairman Shriver recommended sending a letter giving him a deadline of July 1, 2018, to bring his property up to code, with OWTS in place. If the situation is not remedied, the structure will have to be removed. Commissioner Bothell suggested including that the property owner could show progress by July 1, 2018. Ms. Diltz recommended that a firm deadline be given, with no reference to the project being in process. She said the deadline can be extended later, if there is actual progress. Chairman Shriver recommended that County Attorney Bill Dunn send a letter to the property owner. Ms. Diltz explained that a letter was sent and the property owner contacted her, then he argued with her. Commissioner Glover moved to have Mr. Dunn write a letter to Mr. Bevans with a deadline of July 1, 2018, to bring the house up to code or to have the house removed by July 15, 2018. Commissioner Bothell seconded the motion and the motion carried.

Commissioner Glover asked about the status of a cattle ranch on Highway 15. Ms. Diltz reported that she has been in contact with the owner, Shane Johnson, who says the property is not being used as a feed lot. Mr. Johnson maintains that it is being used as a holding facility for calving and feeding until the livestock is taken to market. Ms. Diltz stated that the land use code states that property is considered a feed lot if it is used for 100 or more animals for more than 45 days at a time. She said this is a vague code.

At 10: 35 a.m., City Manager of the City of Monte Vista, Forrest Neuerburg, was present to open bids for the veterans' wastewater facility project. Chairman Shriver explained that the County has worked in partnership with the City of Monte Vista to obtain a grant from the Department of Local Affairs for this project. She stated that no decisions or analysis of the bids would be made at this meeting. The bids were due December 1, 2017. The bids included:

- Souder, Miller & Associates, Santa Fe, New Mexico; received November 30, 2017; total amount: \$49,890.00
- Eric Jenkins, IMEG Corp., Lone Tree, Colorado; received November 30, 2017; total amount: \$259,610. It was noted that the bid includes lab, office, and process design. The bid will be reviewed.
- SGM, Glenwood Springs, Colorado; received November 30, 2017; total amount: \$15,931.00
- RG and Associates, Del Norte, Wheatridge, and Gypsum, Colorado; received November 29, 2017; total amount: \$27,330.00
- Element Engineering, LLC, Lakewood Colorado; received November 29, 2017; total amount: \$17,500.00 (Objective A engineering analysis: \$12,525.00; Objective B outline the plan to upgrade: \$4,975.00)

The bid opening process was concluded. Chairman Shriver stated that a review of the bids needs to be scheduled. Ms. Wisdom added that the selection deadline is December 8, 2017, and the finalist interview deadline is December 13, 2017. She expressed concern about the tight

deadlines. Chairman Shriver suggested that the meeting be recessed in order to make copies of the bids for Mr. Neuerburg. She said the schedule can be determined. The consensus of the Board was to agree to the recess.

At 10:47 a.m., the meeting was recessed.

At 11:05 a.m., the meeting was reconvened to discuss the proposed 2018 County Budget. It was noted that there were no citizens present.

Ms. Wisdom reported that the budget message was distributed on December 5, 2017, and a correction was made by Commissioner Bothell. The budget message can be found below. Chairman Shriver commended Ms. Wisdom and her staff for the work on the budget, stating that the process is not an easy one. Commissioner Glover also thanked Ms. Wisdom. Ms. Wisdom reported that the total budget for 2018 is in the amount of \$22,446,941. The 2018 budget will be posted online in its entirety, including its associated resolutions. Chairman Shriver recommended that the resolutions be adopted individually.

The resolution to adopt the 2018 County budget was presented. Commissioner Glover moved to adopt the 2018 County budget resolution. Commissioner Bothell seconded the motion, with the reservation that she does not approve of the amount budgeted for the Sheriff's Department. The motion passed with Commissioner Glover voting "aye" and Chairman Shriver voting "aye." Commissioner Bothell voted "aye, with reservation." The resolution was signed. Book 588 Page 2269

The resolution to appropriate sums of money was presented. This resolution addresses fund balances. Commissioner Bothell moved to approve the resolution to appropriate sums of money. Commissioner Glover seconded the motion. The motion passed with all three Commissioners voting "aye." The resolution was signed. Book 588 Page 2267

The resolution to set mill levies was presented. This resolution allocates the County mill levy in the amount of 15.567 to various County funds. Commissioner Glover moved to approve the resolution to set mill levies. Commissioner Bothell seconded the motion. The motion carried with all three commissions voting "aye." The resolution was signed. Book 588 Page 2272

Chairman Shriver read from a prepared statement:

"Again, I wish I could give the sheriff deputies a wage increase. I want to give all Rio Grande County employees a wage increase, as they all deserve it. On the topic of elected officials when the Commissioners elected the 0% wage increase last year for them. I wish we could have given the other elected officials a raise, but it does not work that way. It is all elected officials or none. The Commissioners at the time wanted to give all the other elected officials a raise, but not themselves. We could not do that per State statute. Again, currently the way the law reads is that a pay increase for elected officials is all the same or none.

"Commissioner Bothell at the last meeting made a comment about all the other departments got approved for the requests they made in their budgets. That is for the most part true, but not totally. We, the Commissioners, have looked at so many numbers that it has gotten confusing. I know the Airport Department did not get all it originally proposed. The Assessor's office requested a 4-wheel drive vehicle last year which was not approved. That department really wanted to again request a 4-wheel drive vehicle this year, but after conversation in our work session with the Assessor, that office planned for and requested a phase-in program for computer upgrades over a couple of years. It still wants and feels it needs a 4-wheel drive vehicle and I believe the conversation was that the Commissioners will try to figure out how to get one in the general fleet for all departments without vehicles to use. There is not one budgeted in this 2018 budget. But for the most part, that is a true statement because all the other departments have for years been very frugal with their budget requests and have been making cuts for years, but there were tweaks here and there. I feel in this year's budget conversation by some, there has been an attempt to compete departments against departments. I do not feel that should happen as they are all different, have different responsibilities, and have different needed skill sets.

"I still say the Sheriff's department through the years has not made the changes needed to be more efficient. One thought I would recommend the Sheriff consider is rather than a full out-right purchase of a vehicle, that he consider a lease purchase arrangement. I know commissioner Bothell does not like lease purchase agreements, but as we discussed in the November 30 meeting, these types of arrangements can be of significant benefit in times of tight cash flows. I am extremely concerned about the aging vehicle fleet at the Sheriff's office and the safety of our deputies. Maybe with a lease purchase arrangement, he can upgrade 2-4 vehicles rather than

an outright purchase of one. But this is only a recommendation, the Sheriff will have to analyze and make that determination. I again also would ask the Sheriff to look at the number of needed vehicles and in this economic environment the County is in, the need for all of them as he said in a work session they are a benefit for some officers.

“Do I like what happened here, no. Again, I wish we had better communication with the Sheriff’s office, but again it has to be both ways. This discussion has been very time consuming not only for us Commissioners, but for staff as well. I for one am happy this budget discussion is behind us and we can move forward on working on beneficial County projects and trying to solve the County’s problems-which increasing the generation of county revenue is at the top of the list.”

Commissioner Bothell asked from where the money will come, if the deputies’ wages are reclassified. She asked if a supplemental budget would be drafted. Chairman Shriver said a supplemental budget would be drafted, and Commissioner Glover agreed. Chairman Shriver stated that she did not like what happened regarding communication. She said the Board needs to work on projects and how to generate revenue. Commissioner Glover stated that he did not want people angry at each other. He said it is important that the playing field regarding salaries be leveled. He said steps have been taken, but are not in place yet. He also stated that Sheriff’s Department vehicles should be replaced on a cycle. Commissioner Glover said he is willing to help the Sheriff’s Department make things better for Rio Grande County.

Chairman Shriver said a recommendation should be made for the Sheriff’s Department to begin a lease/purchase program to replace vehicles. Commissioner Bothell expressed concern regarding the allowable miles on a lease. Commissioner Glover stated that a vehicle can be leased with more allowable miles and that this program could work in the short term. Chairman Shriver noted that the City of Monte Vista entered a lease/purchase program to upgrade its fleet. She said that a lease/purchase program would be up to the Sheriff and his analysis of needs. She expressed concern about the aging vehicles. Commissioner Glover said the Board needs to do what it can to rectify the situation.

Chairman Shriver asked if it might be a better solution to have Commissioner Bothell work with the Sheriff’s Department on the jail nurse and healthcare program, rather than Commissioner Glover. Commissioner Glover said this would be a better solution. He stated that he has met with Arlene Harms, Rio Grande Hospital, and that a private nurse is interested in the position. Commissioner Bothell agreed to work with the Sheriff’s Department on this project.

Chairman Shriver stated that she hopes the community will stay engaged, especially with regard to a tax increase. Commissioner Glover reported that he has been approached by a group who is willing to help with the tax increase. Commissioner Bothell asked who comprises the group. Commissioner Glover said it is a conglomeration of interested people who helped pass the recent Del Norte bond issue. Chairman Shriver said that because of campaign finance laws, the Board will need help from citizens; the involvement of the Board will be limited. Commissioner Glover suggested reviewing the process, getting started, and setting up meetings. Chairman Shriver said she is expecting a draft contract to assist with the process.

Ms. Wisdom said there is a deficit now and indicated that she estimates 8.5 mills are needed for the County to be sustainable. Commissioner Bothell suggested that a sales tax increase would be more successful than an increased mill levy. Chairman Shriver said this needs to be reviewed because the County does not proportionally receive that much in sales tax. Commissioner Glover noted that Rio Grande County has the lowest mill levy in the Valley and that increasing it by 8 mills will not move it up the list. Chairman Shriver suggested that both an increased mill levy and an additional sales tax could be proposed. Commissioner Glover agreed that this might work.

Ms. Wisdom reported that sales tax revenue increased 2.4 percent in 2014; 5.69 percent in 2015, and 2.48 percent in 2016. At present the 2017 sales tax is -30 percent. She explained that sales tax is collected in arrears, and estimated that the actual figure for 2017 would be close to that of 2016. She commented that the public work force is being squeezed. Chairman Shriver suggested that this information be sent to the newspaper; the public needs to be informed. Ms. Wisdom said that a marketing plan for increasing County revenues is needed. Commissioner Glover stated that the public needs to be involved, articles need to be written, and a strategic plan drafted. He said that a determination needs to be made as to how much revenue is needed and how much can be generated by a sales tax and how much can be generated with an increased mill levy. Chairman Shriver said that people have offered to help and there is a need to get them to help.

At 11:40 a.m., Ms. Wisdom presented the resolution setting the 2018 meeting dates of the BOCC. Commissioner Glover moved to approve the resolution. Commissioner Bothell seconded the motion and the motion carried. The meetings will be held on the following dates:

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

The Commissioners may also attend the Colorado County, Inc.'s conventions during the following dates: June 4 through 6, 2018, and November 26 through 28, 2018. The resolution was signed.

These three resolutions were not recorded because they are to be done in January. They will be redone and recorded in January.

The resolution setting the 2018 holiday schedule for Rio Grande County was presented. There are 12 days in the schedule; Columbus Day, a half day on Good Friday, and a half day on Christmas Eve were added for 2018. Commissioner Glover moved to approve the resolution. Commissioner Bothell seconded the motion and the motion carried. The 2018 holiday schedule includes:

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

The resolution was signed.

The resolution to reaffirm the posting location(s) of the Board's public meetings requiring prior public notice and the official custodian of the minutes of the Board's public meetings was presented. The posting location of the Board's public meetings will be the signboard located in the hall directly east of the entrance to the Commissioners' chambers, 925 6th Street, Del Norte, Colorado. The County Clerk and Recorder will be the official custodian of the minutes of the Board's public meetings. Commissioner Bothell moved to approve the posting location and the custodian of the minutes. Commissioner Glover seconded the motion and the motion carried. The resolution was signed.

The resolution for 2018 County Commissioners' committee assignments was presented. The resolution was tabled pending review by the Board. Commissioner Glover reported that he has applied to become a member of the State Weed Board. He will notify the Board if he is accepted.

Chairman Shriver stated that a resolution is needed to designate a newspaper for public notices.

At 11:50 a.m., Ms. Wisdom presented a letter of support for Judge Pattie Swift's nomination to the Colorado Supreme Court. Commissioner Glover moved to approve the letter. Commissioner Bothell seconded the motion and the motion carried.

Ms. Wisdom asked the Board to consider purchasing software from CIC that will manage capital assets. This software will integrate with the existing system. Ms. Wisdom reported that she and Assistant Bobbie Hatton were provided with a workshop on the software. Ms. Wisdom said the software is needed because of a recent finding in the audit concerning adjustments for depreciation. In the past, Wall Smith and Bateman made these adjustments; now the Accounting Department is being asked to make the adjustments. Ms. Wisdom said this program will capture the necessary information, which is currently being managed by several spreadsheets.

The cost of the CIC software is \$7,180.00, with an additional cost of \$1,505 per year after the first year. Ms. Wisdom said the program will work and that the current spreadsheets can be uploaded. Individual purchases will no longer have to be tracked. The cost of the software will be in the computer expenses budget line item; other line items will cover the expense, as well.

Commissioner Bothell asked if CIC provided a hands-on experience to Ms. Wisdom and Ms. Hatton. She asked if CIC provided sample reports. Ms. Wisdom said that sample reports were provided and their use was discussed. However, she and Ms. Hatton were not allowed to work with the program directly. Commissioner Bothell asked if tweaks to the program would be needed. Ms. Wisdom said CIC was able to demonstrate how the program works. She added that departments can have access to parts of the program. She added that she considered another software program, but it did not integrate with the CIC program and capital assets were not shown on accounts. Commissioner Glover asked if a Chief Financial Officer, if hired, would be involved with the program, and Ms. Wisdom said he or she would. Commissioner Glover moved to approve the purchase of the software. Commissioner Bothell seconded the motion and the motion carried.

Chairman Shriver stated that the Accounting Department cannot just work on paper. Ms. Wisdom said the County cannot have another audit finding. She said the work can be done manually, but a software program integrates the work.

Chairman Shriver asked the Board to appoint Jody Kern, Department of Social Services, as the proxy for CCI Health and Human Services meetings and to appoint Ms. Wisdom as the proxy for all other CCI steering committees. Commissioner Bothell moved to appoint Ms. Kern and Ms. Wisdom. Commissioner Glover seconded the motion and the motion carried.

At 12:03 p.m., Commissioner Glover moved to adjourn the meeting. Commissioner Bothell seconded the motion and the motion carried. The meeting was adjourned.

**RIO GRANDE COUNTY
2018 BUDGET
DECEMBER 6, 2017**

Abstract

The Board of County Commissioners' primary duty as the county's legislative branch is to match the county's revenue with expenditures in adopting an annual balanced budget for the entire county.

**Roni Wisdom, County Administrator
rwisdom@riograndecounty.org**

2018 Budget Message

Attached is the 2018 Rio Grande County Budget. This budget includes the following County Funds: County General, Road and Bridge, Social Services, Capital Expenditures, Conservation Trust, Astronaut Rominger Airport and Tourism. Also included in this budget is the Rio Grande County Weed Control District's 2018 budget. The total of this budget is \$22,446,941 which is an increase of 8.11% or \$1,683,976. Revenues are projected at an increase of 5.17% or \$1,026,318, which helps to offset the increase in expenses.

Rio Grande County financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the County considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

Property taxes are recognized as revenues in the year for which they are levied. Grants are recognized as revenue when eligibility requirements are met. Sales and use taxes, other taxes, charges for services, intergovernmental revenues, and interest are all considered to be prone to accrual and so will be recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the County.

Expenditures are generally recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Major points of interest

- Revenues:

Revenues	2018	Percentage	2017	
Property Taxes	\$2,889,545	12.87%	\$2,776,112	13.37%
Local Revenues	\$1,776,431	7.91%	\$2,075,300	10.00%
Intergovernmental	\$16,219,700	72.26%	\$14,843,456	71.49%
Fund Reserves	\$1,561,265	6.96%	\$1,068,097	5.14%
Total	\$22,446,941		\$20,762,965	

We have projected slight increase in property taxes due to an increase in property tax assessments in 2017. Property taxes are 12.87% of the total budget, down slightly from the 13.37% projected in 2017.

- Sales taxes are trending slightly upward which is reflected in this budget.
 - Department of Social Services received a \$225,000 grant for 2018 to provide financial assistance to employers who are willing to hire DSS clients. This is a pilot program that is a partnership with the Colorado Workforce and the only one offered in Rural Colorado.
 - Payments in Lieu of Taxes" (PILT) are Federal payments to local governments that help offset losses in property taxes due to non-taxable Federal lands within their boundaries. There is pressure in Washington to make this mandatory funding instead of the discretionary program it is right now. At this point, funding remains steady but should Congress decide not to fund it, the County would have to make serious reductions in programs and employees.
 - Highway User's Tax Fund is statutory funding that comes from motor fuel taxes, vehicle registration fees, driver's license fees, etc. It is projected to be slightly higher in 2018.
 - Local funds including building permits, interest, licenses and permits, charges for services and miscellaneous. Building and other permits are trending slightly higher and are budgeted the same.
- Personnel:
 - Employees were given a 3% Cost of Living raise in order to raise the base salary for all county employees. This is an increase in an effort to retain staff as the County has seen a loss of employees to agencies with a higher wage scale, most notably Alamosa County. The Commissioners have made increasing wages a major priority for all employees.
 - Commissioners agreed to cover the increased premium costs of Health Care (5%) and offer a 2% merit increase to be given at an employee's anniversary.
 - The Commissioners approved the following staff increases, 1 FTE Fiscal Officer (split between Public Health and Administration), 1 FTE Dispatch/Jailer, 1 FTE Deputy, 1 FTE Assessor Clerk, and 1 FTE Treasurer Clerk. Also, 2 part time employees at the Jail will go to full time.

- Capital Expenditures:

The Jail and Sheriff's departments were approved to purchase another transport van and Sheriff truck.

- Dept. Social Services, Clerk and Recorder, Treasurer, Administration, and Assessor all received capital funding for equipment needs.
 - Road and Bridge will be replacing Supervisors truck, paint striper, and loader. They are also replacing 2 road graders through a lease-purchase program.
 - The Airport will be seeking grants and other funding to build a facility to house classrooms, equipment storage, and pilot lounge.
- Other notables:
 - Due to the increasing costs of inmate health care, the Commissioners funded \$110,000 for a jail nurse and/or development of a program to address their needs.

Rio Grande County Weed District

Mill Levy	0.500
Assessed Valuation	159,356,202
Weed Control District	
Personnel Expenses	103,051
Operating Expenses	119,314
Capital Expenditures	30,000
Grand Total	252,365
Taxes	79,678
Miscellaneous	0
Investment	140
Intergovernmental	35,550
Charge for Service	94,476
Grand Total	209,844
Net Revenues/Expenses	(\$42,521)
Beginning Fund Balance	\$203,279
Restricted Funds	\$0
Emergency Funds 3%	(\$5,000)
Ending Fund Balance	\$198,279
Total Revenue Available	\$155,758

The Rio Grande County Weed District is funded through a separate mill of .5 and has a Board of Directors. The County provides administration and employee services for the District. The mission of the Weed district is eradication and control of noxious weeds in Rio Grande County, working closely with surrounding counties to control the spread of their weeds into our County. The Director works with a Board of Directors in planning each year's activities, working closely with landowners, Colorado Department of Transportation, State and Federal Agencies. The District has 1 FTE and up to 6 PTE during the spraying season.

The Weed District 2018 Budget is \$252,365 which is an increase of \$58,198 from the 2017 budget of \$194,167. The increase is due to Capital Expenditure of \$30,000 for a truck, salary adjustment of 3% with possible merit increase of 2%, and general operating increased expenses in chemicals and insurance. The amounts for the Weed Control District are under the amount of increase allowed under the Tabor amendment and the 5.5% Statutory Property Tax Revenue Limit in November, 2017.

Mill Levy

Rio Grande County is dependent, in large part, on their Mill Levy of 15.567 which has not been increased in many years. This is the maximum mill levy Rio Grande County can levy without going to the vote of the people.

Based on an assessed valuation of \$185,619,889, this is approximately \$2,889,545. While there is an increase in the amount of taxes to be received of approximately \$66,600 (2.3%), with the reduction in the residential assessment rate, from 7.95% to 7.2%, the County could have received an additional \$108,000 (3.9%) to offset increased expensed, most notably salaries. This reduction was statutorily required to keep the ratio between commercial and residential assessments. The reduction was caused by the rapid increase in housing values along the Front Range. Unfortunately, we have not seen the explosive growth in our economy to fuel this increase. The unintended consequence of this formula is a reduction in our revenues.

General Fund	11.292 mills	\$2,096,020
Road and Bridge Fund	1.5 mills	\$278,430
Social Services Fund	2.3 mills	\$426,926
Capital Expenditures	0.125 mills	\$23,202
Public Health Fund	0.35 mills	\$64,967
Total	15.567 mills	\$2,889,545

The distribution of the mill levy is shown in the chart to the left and described below.

- The General Fund is the general operating fund of the County. It accounts for all financial resources of the general government, except those required to be accounted for in another fund. The General Fund receives 11.292 mills or approximately \$2,096,020.
- The Road and Bridge Fund is a special revenue fund used to account for the maintenance and improvements of streets and highways. The sources of funds include property taxes, highway user's fees, and other revenue sources. Road and Bridge will receive 1.5 mills or approximately \$278,430.
- The Social Services Fund is a special revenue fund used to account for the operations of social programs; i.e. Temporary Aid to Needy Families, Old Age Pension, Aide to the Blind, Aid to the Needy and Disabled, among others. Financing is provided by grants, allotments, and

property tax revenue. Rio Grande County is required by statute to provide approximately 20% in matching funds for DSS funding which requires the County to budget 2.3 mills or approximately \$426,926.

□ The Capital Expenditure Fund is a special revenue fund which has not been used in recent years. The Rio Grande County Commissioners have chosen to budget .125 mills in this fund for future capital needs of the county. This is approximately \$23,202.

□ Approximately 93% of the Public Health Fund comes from state and federal grants. These grants require matching funding, which the County provides through a .35 mill or approximately \$64,967.

Fund Reserves

Rio Grande County had Fund Balances of \$11,411,035 as of December 31, 2016 with \$1,489,499 held in reserve for various uses such as restricted funding sources, bridge replacement, road and bridge inventory, and Social Service programs. Based on preliminary estimates, the 2017 Fund Balance will be approximately the same. Although the 2017 Budget reflected a much larger use of Fund Revenues, Rio Grande County employees have been most diligent in their use of tax payers' dollars. The Commissioners recognize the 2018 budget is showing a need to use Fund Revenues. They understand that the use of these funds are not sustainable and serious discussions need to begin soon regarding increasing revenues or the county will be forced to reduce expenses through reduction in staff and programs. Discussions have begun to explore ways to increase the mill levy and/or other revenue sources to provide additional funding so we will be able to continue to offer the services that are expected by Citizens of Rio Grande County.

Other Funds

Astronaut Rominger Airport is a special revenue fund funded through County General, lease of hanger space, sale of avgas, CDOT Aviation Grants, and donations through the Colorado Enterprise Zone for capital projects. ARA does not have FAA designation and due to extensive regulations, does not anticipate applying for this designation. The airport is managed through the County Commissioners and a Board of Directors appointed by Rio Grande County Commissioners. Presently, the Airport has 2 PTE.

The Tourism Fund receives their revenues through a special Lodging Tax which the County collects and distributes to the fund. The tax is used to support various marketing efforts and local events such as the Monte Vista Crane Festival, Rio Grande County Museum, South Fork Welcome Center, and Rio Grande Country Visitors Guide. The fund is managed through a board of volunteers appointed by the Rio Grande County Commissioners. The Commissioners work diligently to ensure fair representation from all communities and the county on the Board which meets monthly on the third Tuesday of each month at the Rio Grande County Commissioners Chambers. You can find a complete description of the Tourism board and their activities at: www.riograndecountry.com.

Long Term Liabilities

An annually renewable lease purchase agreement, dated January 11, 2005, was entered into between San Luis Valley Federal Bank (the "Bank"), as lessor, and Rio Grande County (the "County"), as lessee. The bank issued \$2,500,000 to the County for the purchase of the McCallister Building, the Courthouse Annex, the Road and Bridge Shop Building, and the Road and Bridge Truck Garage. The County is leasing the buildings back via the lease purchase agreement at 4.50% interest. The County used the proceeds from the sale to construct and equip a new jail facility. Payments are due to the Bank in annual installments through October 2025, from the General Fund. The buildings are included in fixed assets at a cost of \$1,762,653 with accumulated depreciation of \$878,376. Principal balance at December 31, 2016, was \$1,395,230.

A Lease Purchase Agreement, dated November 20, 2012, was entered into between All American Investment Group, LLC, as lessor, and Rio Grande County (the "County"), as lessee, in the amount of \$367,062, with an interest rate of 2.50%. The County is drawing down the proceeds to purchase energy efficient components based on an energy efficiency audit on the County buildings. Quarterly payments of principal and interest are made from the General Fund through January 2023. Principal balance at December 31, 2016, was \$243,243.

A Lease Purchase Agreement, dated June 24, 2015, was entered into between Caterpillar Financial Services Corporation as lessor, and Rio Grande County as lessee for lease of 12M3 Caterpillar Motor Grader. Payments of \$17,420.09 are payable in 5 equal installments with a final lease payment of \$129,180.09.

A Lease Purchase Agreement, dated June 24, 2015, was entered into between Caterpillar Financial Services Corporation as lessor, and Rio Grande County as lessee for lease of 12M3AWD Caterpillar Motor Grader. Payments of \$31,120.87 are payable in 5 equal installments with a final lease payment of \$152,960.87.

A Lease Purchase Agreement, dated June 24, 2015, was entered into between Caterpillar Financial Services Corporation as lessor, and Rio Grande County as lessee for lease of 12M3AWD Caterpillar Motor Grader. Payments of \$32,328.69 are payable in 5 equal installments with a final lease payment of \$154,168.69.

A Lease Purchase Agreement for Accounting Software, dated July 13, 2016, was entered into between Computer Information Concepts, LLC as lessor, and Rio Grande County as lessee. The total of the Lease is \$72,079.14 with an initial payment of \$6,603.90 due on July 20, 2016 and an additional three

Expenses

Expenses for the County can be divided into three very distinct areas: Salaries, Operating, and Capital Expenditures. These are shown in the Consolidated Budget on Page 4. Because County General houses many departments, it is sometimes easier to understand their budgets when broken out and examined separately.

The chart on page 9 is a visual of the total expenditures of each department. It also shows how Rio Grande County serves our constituents. The first part, Elected Officials, are departments that are statutorily required by Colorado law. These departments are critical to the County and, while services can be cut back – shorter hours, etc., they cannot be eliminated. Service departments are departments that provide services the public and/or offer amenities that our citizens use. These departments receive funding from various sources including state and federal grants, HUTF, local revenues, charges for services, etc. Support departments are departments that provide support functions for the County directly i.e. accounting, human resources, facilities maintenance, county attorney, etc.

As part of County General, the Sheriff and Jail departments, which are open 24/7/365 have the largest budgets at \$784,328 and \$1.5M. The combination of these departments use more than the amount of property tax received through our mill levy. The other departments are funded through PILT, charges for services, other grants, investment income, etc. (See chart on page 20.)

Rio Grande County Board of County Commissioners

The job of the Board of County Commissioners is to lead the county government toward a desired performance and to assume a good faith effort toward those objectives. The Board's leadership is unique to its trusteeship role and necessary for proper governance and management. The Board of County Commissioners is the county's legislative body. It also serves as the chief administrator for several important county operations. As administrators, the Board of County Commissioners is responsible for all administrative duties of running the county which are not expressly given to any other separately elected offices.

Advancement of Stated Goals for 2017:

- Implementation of a Capital Improvement Plan including campus buildings and equipment – still in process. Reviewing Capital and inventory software to determine if there is a positive cost/benefit return to implement.
- Development of a Rio Grande County Campus Security plan to work in conjunction with the Courthouse Security Plan. - Completed
- Completion of the Software conversion – Accounting software has been completed. Treasurer decided to return to previous software for several reasons.
- Rewriting and updating Rio Grande County's Employee Handbook – still in process
- Quarterly meetings with Towns/City's, URGED, and SLVDRG to improve economic base – ongoing but we have met with the City Councils on a consistent basis. RGC has board representation on URGED and SLVDRG.
- Other Accomplishments:
 - o Assessment of Monte Vista Wastewater Treatment Plan is in RFP stage and should commence shortly. Several grant sources were used to complete funding stream.
 - o Extension of Unfunded Courthouse Grant has been received and the RFP will be moving forward for completion in 2018. (Continued on page 21.)

Rio Grande County Department Budgets and Full Time Equivalent Employees

	County General		Road and Bridge		Social Services		Airport		Conservation Trust		Tourism		Public Health		Total FTE	Total 2018 Budget
	FTE	2018 Budget	FTE	2018 Budget	FTE	2018 Budget	FTE	2018 Budget	FTE	2018 Budget	FTE	2018 Budget	FTE	2018 Budget		
Elected Official	34.50	2,376,031													34.50	2,376,031
Assessor	6.00	437,151													6.00	437,151
Clerk & Recorder	6.00	374,310													6.00	374,310
Commissioner	3.00	210,401													3.00	210,401
Coroner	1.50	100,092													1.50	100,092
Elections	2.00	183,925													2.00	183,925
Public Trustee		14,656														14,656
Sheriff	12.00	784,328													12.00	784,328
Treasurer	4.00	271,168													4.00	271,168
Service Dept's	33.00	3,545,758	22.00	3,300,301	40.50	10,862,200	0.50	180,073	45,000	0.00	129,750	6.50	955,195	102.50	19,018,277	
Astronaut Rominger Airport							0.50	180,073						0.50	180,073	
Building Department	2.00	123,011												2.00	123,011	
Code Enforcement		2,700													2,700	
Community Support		60,615													60,615	
Conservation Trust								45,000							45,000	
Court Security	2.50	118,125												2.50	118,125	
CSU Extension	1.00	48,705												1.00	48,705	
Dept of Social Services								10,862,200						40.50	10,862,200	
District Attorney		236,000												0.50	236,000	
Emerg. Manager	0.50	23,620												0.50	23,620	
Homeland Security Grants		216,354													216,354	
Jail	24.00	1,505,870												24.00	1,505,870	
Land Use	1.00	121,284												1.00	121,284	
MtJules/Ski Hi		13,200													13,200	
Public Health - CTC														1.00	124,640	
Public Health - HC														1.00	263,007	
Public Health - HCC														4.50	99,033	
Public Health Department														4.50	468,515	
R & B Construction														11.00	2,190,604	
R & B Maintenance														11.00	980,533	
R & B Other Services														11.00	129,164	
RGC Grants		962,950													962,950	
RGC Museum	1.00	62,605												1.00	62,605	
RGC Tourism Board														0.00	129,750	
Veterans Services	0.50	20,734												0.50	20,734	
Victim Advocate	0.50	30,005												0.50	30,005	
Support Dept's	9.00	852,659	1.00	199,974										10.00	1,052,633	
Administration	4.00	303,821												4.00	303,821	
County Attorney	1.00	22,550												1.00	22,550	
Facilities Maintenance	4.00	229,388												4.00	229,388	
Indirect Expenses		296,900													296,900	
R & B Administration			1.00	199,974										1.00	199,974	
Grand Total	76.50	6,774,448	23.00	3,500,275	40.50	10,862,200	0.50	180,073	45,000	0.00	129,750	6.50	955,195	147.00	22,446,941	

- Rio Grande County agreed or continues to be the fiscal agent for the following grants: 2017 Homeland Security, 2017 Health Care Coordinator Consortium, SLV Development Resources Group Revolving Loan Fund.
- Development of County policies and procedures continue.

Economic Outlook

- With the economic and political climate in the United States, the County is monitoring intergovernmental funding. We continue to see a decline in this funding, down to 69.5% from the 2015 level of 71.1% of our total revenues.
- We also monitor expenditures and revenues in order to respond timely to any shortfalls. In 2016, County departments ended with surplus funds, usually due to reduction in expenditures. The General Fund continues to be a major concern due to the reduction in revenues and increase costs that can only be reduced by cutting employees and programs or increase the mill levy.
- The County continues to fight the trend of shifting costs from the State to the County. Of major concern at this time is the cost of health care of county inmates and the need to increase employee wages especially in light of increases in minimum wage and requirements of the Affordable Care Act.
- Housing starts, additions, remodels, and commercial building has stayed steady during 2017 which is an excellent sign that the economy is rebounding from the recent recession. Several businesses have opened their doors and/or expanded. We are looking forward to working with them through SLVDRG, URGED, and Workforce Development.
- Sales taxes and lodging taxes have increased, again showing a rebound in the economy. Interest rates are up slightly, helping our investment income.

Rio Grande County 2016 Audit

Rio Grande County received an Audit Finding in 2016. This finding was attributed to the undue amount of turnover in the County Administration Department and an account software conversion in the finance and treasurer's department which created reconciliation difficulties. The auditors determined the County did not have a complete system of internal control to prevent and detect financial misstatements. Due to these issues, the Auditors felt it necessary to propose audit adjustments to properly state the General Fund, Road and Bridge Fund, and Public Health Fund amounts in the County financial statements as of December 31, 2016, in accordance with generally accepted accounting principles. The Finance department is working closely with the Auditors to develop Policies and Procedures for all accounting steps to mitigate these findings in the future even if there is turnover.

Auditor Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the County, as of December 31, 2016, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

The Audit, in its entirety, is available at the County Administration office.

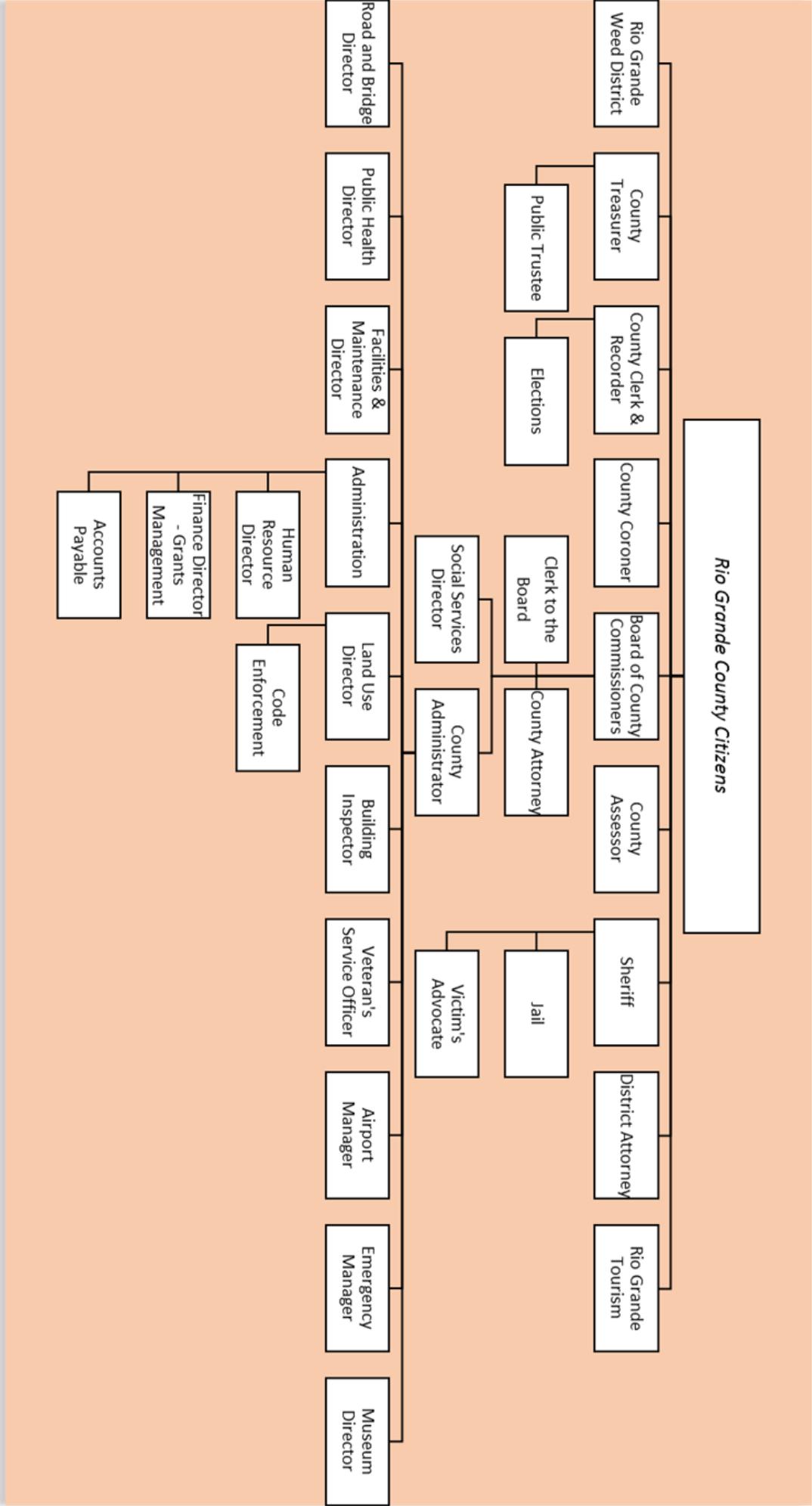
Goals for 2018

Completion of Accounting and Grants Management Policies and Procedures
 Implementation of Capital Asset Software program
 Completion of Rio Grande County Employee Handbook
 Completion of Unfunded Courthouse Grant Assessment
 Possible capital improvements:

- Social Service
- Road and Bridge
- Astronaut Rominger Airport
- Administrator offices

I would like to thank the Commissioners, Elected Officials and department heads for their time, input and patience with the creation of this budget. It is never easy to attempt to manage employees and equipment when money is tight. The next several years will be very challenging and budget issues will not be resolved quickly. (Continued on page 23.)

Rio Grande County Organizational Chart



We respectfully request our communities, taxpayers and citizens of Rio Grande County help us as we look to address the needs of Rio Grande County. We face great challenges as our neighboring counties continue to grow and take sales, revenues, and sales taxes from our businesses and communities.

It is my pleasure to work for this organization. I believe that Rio Grande County has great opportunities ahead; we are rich with natural assets, beautiful vistas, and wonderful people. Our challenge is to increase our property and sales tax base to help balance the growing expenses we need to manage a \$22MM business, which is what Rio Grande County is. It will take all of us to create a stronger community.

Budget prepared by:

Roni K. Wisdom, Administrator
Date: December 6, 2018

Attest:

Karla Shriver, 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, December 19, 2017. Members present were Chairman Karla Shriver, Commissioner Gene Glover, Commissioner Suzanne Bothell, County Administrator Roni Wisdom, and Clerk of the Board Mona Syring.

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

Commissioner Bothell moved to approve the agenda with the deletion of a discussion with Emergency Manager Chris Ortiz, changing the time of the discussion with County Assessor J.J. Mondragon, and removing the approval of the mid-month vouchers from the consent agenda. Commissioner Glover seconded the motion and the motion carried.

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

Commissioner Bothell moved to approve the November 30, 2017, minutes with changes. Commissioner Glover seconded the motion and the motion carried. Commissioner Bothell moved to approve the December 4, 2017, minutes with changes. Commissioner Glover seconded the motion and the motion carried. Commissioner Bothell moved to approve the December 6, 2017, minutes with changes. Commissioner Glover seconded the motion and the motion carried. The October 2017 minutes were approved for publication.

The consent agenda, which included the Veterans Service Report, was presented. Commissioner Bothell moved to approve the consent agenda. Commissioner Glover seconded the motion and the motion carried.

The December 2017 mid-month vouchers were presented. Commissioner Bothell asked if the payment to RL Banks in the amount of \$86,770.25, indicated that their work on the railroad project was complete. Ms. Wisdom explained that the payment was for two months' work. The project should be complete early next year. Chairman Shriver explained the pro-rated payment breakdown included in the BOCC packet:

Outcault Foundation:	\$10,760.20
El Pomar:	\$10,760.20

Town of Creede:	\$ 9,139.00
Mineral County:	\$ 9,139.00
Town of South Fork:	\$ 9,139.00
Rio Grande County:	\$ 9,139.00
Department of Local Affairs:	\$28,693.87

Commissioner Bothell asked in what newspapers articles written by Kristi Borchers were published. Ms. Wisdom said the articles were published in the Monte Vista Journal and other Valley Publishing newspapers. Commissioner Bothell asked what the payment to Ms. Borchers was for. Ms. Wisdom explained that the payment was for the published articles, which ran in the newspapers earlier this year.

Commissioner Bothell moved to approve the December 2017, mid-month vouchers. Commissioner Glover seconded the motion and the motion carried. The vouchers were signed.

At 9:26 a.m., the Budget Year 2018 Certification of Levies and Revenue by Rio Grande County Commissioners was presented. Chairman Shriver commended Ms. Wisdom on her work on the 2018 budget. Commissioner Glover moved to approve the certification of levies and revenue. Commissioner Bothell seconded the motion and the motion carried.

At 9:30 a.m., Erin Minks and Tom Malecek, Forest Service; Dixie Diltz, Land Use Department; Mark Rudolph and Alissa Schultz, Colorado Department of Public Health and Environment; and citizen Mike Wisdom were present to discuss the draft forest management plan revision. Chairman Shriver explained that the forest plan revision has been worked on for the last two years. She said the management plan is very important. Mr. Malecek explained that the public comment period will end on December 31, 2017.

Ms. Minks explained that she is overseeing the revision of the forest plan, noting that the last forest plan was developed in 1996. She said that in 1996, there were more timber projects to facilitate. Much from the previous plan is being retained in the new forest plan. As far as Rio Grande County is concerned, recommendations regarding timber harvest, grassland production, oil and gas, grazing, minerals, and mining will remain much the same as the 1996 plan.

Ms. Minks reported that the proposed forest plan options were delivered to the BOCC on October 17, 2017. The plan includes updated components and outlines the process for how projects will be completed with related compliance measures. Ms. Minks explained that this is a major environmental project that receives federal funding that began in the Nixon administration.

Ms. Minks said there are four alternatives from which to choose in the forest plan revision. Alternative A is the same as the 1996 forest plan with some amendments. Alternative B is being proposed but is not necessarily the preferred alternative. Ms. Minks noted that the final plan could include elements from all the alternatives. Alternative C includes the maximum build-out and development and provides for multiple uses of the forest. Ms. Minks explained that the forest is a working forest; livings are being made from the forest. Alternative D is the maximum conservation alternative. Ms. Minks stated that public meetings were held in 2016 regarding the wilderness process. Economic development and social impacts were discussed.

Chairman Shriver reported that she has been approached as an individual, rather than as a Commissioner, regarding Elephant Rocks. She asked Ms. Minks to explain how this area is affected by the forest plan. Ms. Minks stated that the 1996 process included six natural areas and seven or eight special interest areas. Elephant Rocks was designated as one of these areas because of its botanical and geological value, as well as its educational opportunities. She explained that the Forest Service has been asked to expand the area and withdraw it from oil and gas projects. She said this is considered in Alternative D with certain issues; the expansion is not considered in Alternative B. Ms. Minks also explained that the Natural Arch is important to the Native American tribes in the Valley.

Chairman Shriver asked if the management of specially designated areas remains in Alternative B. Ms. Minks said it does, with a bump-out to the roads around the area. Ms. Minks explained that the forest plan does not manage travel, because that is a separate plan, but does determine what is suitable for an area. Commissioner Bothell asked if roads could be closed in the future if a special designation was created. Ms. Minks explained that this could be considered as either restrictions or access. Mr. Malecek explained that in Alternative D where special areas are proposed, no open roads have been closed. Ms. Minks stated that the plan for roads includes every motorized unit. Goals to attract research, tours, etc., can be facilitated with Alternatives A and B.

Ms. Minks explained that there has been a great deal of study regarding Bennett Peak. Fishing and trails are not recommended for this area in Alternative B. Mr. Malecek said that roads suitable for motorized vehicles may be closed. He reviewed a map with the Board and noted that the Bennett Peak area is recommended as a managed wilderness area in Alternative D. Mr. Malecek compared maps related to Alternatives B and D.

Ms. Minks explained that there is low harvest forest acreage in the County. She stated that timber harvests of standing, dead spruce are planned for Groundhog Park, Del Norte Peak, and Poage Lake. She stated that the goal is to move the timber while it is still valuable. Mr. Malecek added that there are several timber harvesting projects for the standing, dead spruce. Recent averages are used to gauge the amount of available trees. He stressed that the market value needs to be retained. Chairman Shriver stated that the Rio Grande Watershed Emergency Action Coordination Team has conducted a study of the timber areas and information can be found on its website.

Chairman Shriver asked how cell phone tower technology has been incorporated into the forest plan, noting that there have been many discussions regarding adding more cell towers. Mr. Malecek stated that cell towers may share a right of way with the Colorado Department of Transportation. Ms. Minks said that research shows there are ways to add towers, and the questions to ask need to be determined: where and why is infrastructure needed? She said this is not a technology issue. Mr. Malecek stated that there should be no impacts to mountain tops. He said there are currently six to eight sites being used and more sites will not be considered. Ms. Minks said that line of sight technology is used on the scenic byway between South Fork and Creede. She said that much could be done with existing cell tower sites and cell companies. She stated that there needs to be compliance with scenic design requirements, which will not change.

Mr. Malecek explained that the cell tower issue becomes complicated with multiple towers, companies, and co-locations. Mr. Wisdom asked if a certain aesthetic can be forced. Mr. Malecek said that towers can be easily hidden.

Chairman Shriver explained that some of Summitville is considered a roadless area and is range and forest land. She stated that the forest plan does not recommend any changes in the area. Mr. Malecek said that roads cannot be built in roadless areas. There can be existing roads in a roadless area, and they can be driven on, but these roads cannot be exited. Ms. Minks stated that the area south of Summitville is roadless; the area needs to be managed for impacts. Mr. Rudolph stated that cell sites are needed in Summitville, and they could become income generators.

Mr. Malecek explained that the County will have the opportunity to weigh in on the revised forest management plan. Chairman Shriver stated that this has not been an easy project and is a work in progress for the Forest Service. Lines of communication should remain open. Ms. Minks stated that the public comment period ends Friday, December 29, 2017. Chairman Shriver said that Commissioner Bothell is drafting comments, which will be discussed at the BOCC meeting on December 27, 2017. Commissioner Bothell stated that concerns include not reducing grazing, dead wood impacts as they relate to fire and water, and additional wilderness. Mr. Malecek stated that range configurations were not analyzed for the forest plan. He also said that the Forest Service hopes to log as much as possible in Alternative B. Wilderness areas are in Colorado Roadless areas, where timber harvest is prohibited, unless it is for fire mitigation.

Ms. Minks stated that there has been some mis-information circulated by third parties about the draft forest plan revision, which she has worked to correct. She asked the Board to ask for any clarification it might need.

Mr. Wisdom stated that his property in the Elephant Rocks area is a cultural resource that should be promoted. He said he takes personal responsibility to protect the petroglyphs, caves, etc. He suggested that the forest plan could assist with cell towers and target shooters. He said that funding is needed to manage the area. Ms. Minks asked if the cultural resources were in the Elephant Rocks area and Mr. Wisdom stated that they are on his private road. Chairman Shriver said that Mr. Wisdom needs the tools to protect the area.

At 10:27 a.m., Angie Krall, Erin Minks and Tom Malecek, Forest Service; Dixie Diltz, Land Use Department; Mark Rudolph and Alissa Schultz, Colorado Department of Public Health and Environment; were present. A conference call also included Fran Costanzi, Environmental Protection Agency; Steve Laudeman, Colorado Department of Public Health and Environment; and Robert Lane and Dan Mullins, Bennet Wagner Grody Architects.

Mr. Rudolph explained that the cyanide destruction plant in Summitville was used to filter the cyanide impregnated fluid for gold and silver. The building was repurposed in the 1990s by the EPA to detoxify it. He stated that the building has been vacant for 25 years and is considered an industrial hazard. He said that while there are not many trespassers in the area of the building, there are snowmobilers who might be able to access the building. Mr. Rudolph said that this building is not guarded in the winter. He presented three alternatives for handling the building: complete removal, which would leave a concrete slab; cutting the building in half and installing a temporary outer wall, which would retain the quarters, which are in disrepair; or cutting the building in half and installing a permanent wall. Mr. Rudolph said that an architect has recommended providing an exterior surface, which a building inspector can dictate.

Mr. Rudolph said that half of the building could be cleaned out and repurposed, but he does not want to incur undue costs on behalf of the County for its unknown future use. He proposed that the building be removed altogether and suggested that the County could use the remaining concrete slab for another building in the future. There is electricity, sewage, and a well that would be available for use (the well is of questionable quality). Mr. Rudolph stated that this site would be on County-owned property. Mr. Rudolph said that no decision is needed today, because nothing can be done during the winter.

Chairman Shriver said she hoped that part of the building could be refurbished, but asked if this is a practical solution. She noted that it is sometimes better to "start new." Mr. Lane stated that the building could be repurposed but noted that some of the structure is compromised. He suggested that there might be some damage to the building that cannot be seen. He stated that it will take work to repurpose the building and bring it up to code. Mr. Rudolph stated that the area would be cleaned of trash and debris and that the tank holders would be taken down. He also said that the concrete slab provides options to the County. Commissioner Glover agreed that tearing down the building to the concrete slab is the best solution.

Chairman Shriver explained that the issue is how to create a working asset from an asset that is currently non-working for the County. She stated that this could be a template for other areas. Ms. Costanzi agreed. Chairman Shriver said she appreciates the EPA's support and its work with the County to create a "jewel property."

Mr. Mullins stated that re-using the concrete slab might be challenging; he said the structure of the foundation is unknown. Mr. Rudolph asked what testing would be needed to determine the structure of the foundation. Mr. Mullins said he does not have this information and suggested that a hole could be dug to determine the structure of the foundation. Chairman Shriver suggested that the cement could be core drilled and tested. Commissioner Glover said a smaller structure might work on the slab. Commissioner Bothell asked if the State would pay for this work. Mr. Rudolph explained that the County would pay for any new building, but the State would pay for the building's destruction. Ms. Costanzi added that this project could be tied in to any long-term environmental concerns and the EPA would be authorized to pay for clean-up work.

Chairman Shriver said these are simply ideas at this time, and Commissioner Glover added that this is a multi-phase project. Ms. Costanzi suggested that there might be other sources of funding that are not yet known. Ms. Minks said it would depend on what the intended uses for the area would be. Mr. Rudolph reported that there are four to five geological field trips scheduled, and suggested that these trips could be marketed worldwide. Commissioner Glover recommended that the building be demolished if it could be funded without County money. After the building is gone, plans for the space can be made. Mr. Laudeman commented that this was a constructive conversation, and Mr. Lane expressed concern about the concrete vault.

At 10:52 a.m., Ms. Krall reported that there is a property (parcel six) with a miner's cabin at Summitville that is eligible for the historic register. She said the State Historical Preservation Office is held to certain laws and that it is important to mitigate losing this site. She said a cultural conservation easement could be used. Ms. Krall said there is an opportunity to enhance the land use code to protect the site. She said that a preservation plan needs to be built, and suggested designating the site as a local landmark through a resolution. She explained that the area cannot be a historical district because it is part of a Superfund site, but the County can designate it as a landmark.

Ms. Krall explained that after the designation, grants could be written to build trails, provide educational opportunities, and create other ways to leverage the site. She said that State funding might be available to mitigate the cabin and that a memorandum of understanding could be drafted to preserve it, thereby building a larger preservation plan. Commissioner Bothell clarified that the site is being transferred to the County by the Forest Service.

Mr. Rudolph offered to work with Ms. Costanzi to obtain funding from the State and the EPA for the creation of the preservation plan for the entire site instead of just the required miner's cabin on parcel six. Ms. Costanzi noted that the preservation effort at Summitville could have been more robust in the past, but stated that she wanted to make this project happen. She suggested that studies could be conducted. Chairman Shriver said this was a generous offer and preserving the site would be wonderful. Ms. Krall stated that the first step would be to tell the story of the area in the 1930s and 1940s.

Chairman Shriver asked if the preservation plan would be drafted after the land exchange with the Forest Service. Mr. Rudolph said it would happen in parallel to the transfer of the parcels with the USFS, and Ms. Krall stated that the contract would not take much time to draft. After the contract is drafted, the site could be designated as a local landmark. Mr. Rudolph stated that the State contract should provide funds for an archeological firm to draft the preservation plan as well as a local manager to oversee the project. Ms. Krall said she could also help manage the project. Commissioner Bothell asked if this would occur before the land transfer, and Ms. Krall said it would. Mr. Rudolph suggested a preservation plan being submitted for the miner's cabin on parcel six to not hold up the transfer process, then completing the remainder of the preservation plan documents.

Chairman Shriver asked the Board if it is comfortable working through this process. Mr. Rudolph stated that the project would begin in June. Commissioner Bothell asked if the preservation of the cabin would lead to a larger preservation project. Ms. Krall stated that the County can monitor the preservation efforts, noting that the County should not be overburdened. She said the agreement can be very simple and can be leveraged to the benefit of the County. She pointed out that heritage tourism is an economic driver.

Mr. Rudolph noted that the Ute project is not on the historic register. He said the site is publically owned and mitigated. Ms. Costanzi added that this is for everybody's history. Chairman Shriver commended Ms. Costanzi for being open and forward looking.

Mr. Malecek stated that the land exchange scoping letter has been sent to Ms. Wisdom for publication in the newspapers. He reported that the federal regulation notice has been distributed. He said the public comment period will end on March 1, 2018, and maps of the land exchange have been posted on the Forest Service website. National Environmental Policy Act requirements and scoping will begin in March, and the land exchange should be complete in the summer of 2018. Mr. Malecek said there is no change in what has been discussed previously and that there will be no appraisal of the land.

At 11:18 a.m., Del Norte School Superintendent Chris Burr and Angie Velasquez were present to discuss the disposition of school buildings now that the bond issue for the new school has passed. Chairman Shriver reported that there have been discussions regarding the existing GOCO grant for the walking path several months ago.

Mr. Burr reported that the building of the school will begin soon. He suggested that the school and County work together to transfer County land to the school so that four lots can be combined into one. He reported that the County owns the baseball field. Chairman Shriver asked if the new building would be constructed over the walking track. Mr. Burr said it would not, and said the school needs to know about the baseball field, at a minimum. If the County land is transferred, the soccer field can be expanded, the baseball field can be pointed in a different direction, and the transportation department could be moved to the east side of French Street. Mr. Burr said the goal is to beautify the area. Mr. Burr reported that the Del Norte Fire Department is taking the field house and is also interested in the transportation building.

Chairman Shriver said that as long as the County is not liable, whatever is best for the community should be done. If the grant has to be refunded, the school would have to pay it back. Mr. Burr said that the grant regulations are easy to comply with and the goal is to beautify the walking track for community use. However, the turf field and the all-weather track will be for student use only. He said this way, both the students and the community will benefit. He stated that this plan is in the best interests of everyone. Commissioner Glover stated that this is in the best interest of the County.

Mr. Burr said he also needs to know about the repurposing of the old school buildings. He reported that the Del Norte Fire Department, Headstart and the County are at the top of the list of interested parties. He asked in what building the County might be interested. Commissioner Glover said the Board has not had a chance to discuss this. Mr. Burr stated that a meeting will be held on December 20, 2017, to discuss the repurposing of the buildings.

Mr. Burr reported that Headstart is interested in the Mesa building with the mini gym. He noted that the community would have access to the mini gym, as well. The Del Norte Fire Department will take the field house, and there is hope that the Forest Service will take the high school. The Underwood building and the middle school have not been spoken for at this time. Mr. Burr said the Underwood building could be demolished and the exterior stone could be used elsewhere.

Mr. Burr stated that a decision is needed as soon as possible. Commissioner Bothell asked what the costs would be, and also asked if the school is giving the buildings away. Mr. Burr stated that the school board will determine what is best for the community, and noted that the Mesa building is being donated to Headstart, with some reciprocity. Headstart will trade a separate parcel for the building. He said if the County is interested in a building, County land could be exchanged for that building.

Mr. Burr explained that according to BEST regulations, the old buildings cannot be on the school's books in three years. They have to be given away, sold, or demolished. He said that \$2.4 million is in the budget from BEST to handle the buildings; if the buildings are sold on the open market, the school will not realize that much money.

Chairman Shriver requested structural reports on the buildings and said that the middle school and the Underwood building may be of interest to the County, but the County had also been contacted by private individuals about other properties as well. She said a tour of the buildings should be scheduled. Mr. Burr said that the structural reports are available on the BEST website, and that he will also send copies of the reports to Ms. Wisdom. Mr. Burr reported that there is no asbestos in the middle school building. Chairman Shriver asked if there is mold in the middle school building. Mr. Burr explained that there is mold in the gym because of sewage backup in the girls' locker room. Commissioner Glover asked if the backup is a city problem. Mr. Burr stated that the problem occurred when the new building was attached to the old gym.

Mr. Burr stated again that a decision needs to be made as soon as possible so that no buildings have to be demolished. He noted that the Underwood building would be difficult to get up to code and to become ADA compliant. Specifically, a decision is needed on the Underwood building so that the stone can be repurposed within six months. Commissioner Glover said it will not take long to decide after the buildings are toured again. Mr. Burr stated that he has been given a recommendation that the old gym in the old middle school not be occupied. He also said that the heat is on in the Underwood building and it is still functional.

Commissioner Glover asked if there is interest in the old high school, and Mr. Burr stated that an outside company has shown some interest. He stressed that the school is speaking to locals first. Mr. Burr said that drawings of the new building will be published on January 9, 2018.

At 11:44 a.m., Ms. Wisdom stated that a motion is needed to transfer the County land to the school, and suggested including a clause stating that the school will pay back the GOCO grant, if there are changes to the grant. Commissioner Glover suggested trading the County land for a school building. Chairman Shriver recommended that County Attorney Bill Dunn draft the language. Commissioner Bothell noted that the original intent for the County land was that it be used for the school. She said if the clause will absolutely protect that, it would be good. Commissioner Glover stated that if the motion is worded correctly, it will protect the land for the school. He said the school will be responsible for the GOCO grant and that it will likely pay off the grant. He said the school will want control of the land and stated that the deal should be clean. Commissioner Bothell asked if the full amount of the grant would have to be paid back or if it would be prorated. Ms. Wisdom said the full amount would have to be paid back. Chairman Shriver suggested that GOCO should be involved in this decision. Ms. Wisdom said that GOCO is clear that the County has to repay the grant. Commissioner Glover suggested presenting the different scenarios to GOCO. Commissioner Bothell asked if another grant could be used to pay off the grant. Chairman Shriver said it could not be paid off with a new GOCO grant. Commissioner Glover said this needs to be discussed with GOCO before the meeting with the school, in order to protect the County's interests. Chairman Shriver suggested discussing the motion language with Mr. Dunn. She said the school wants to maintain the trail and that it can obtain a GOCO grant on its own. Commissioner Glover suggested that the playground equipment could be moved from the Underwood Building and the GOCO grant could be maintained.

At 11:53 a.m., the meeting was recessed.

At 1:04 p.m., the meeting resumed.

Chairman Shriver reported that bids for the Veterans Wastewater Treatment Facility were received from Souder, Miller & Associates (\$49,890.00); IMEG Corp. (\$259,610.00); SGM

(\$15,931.00); RG and Associates (\$27,330.00); and Element Engineering, LLC, (\$17,500.00). She also reported that the bids were given to the selection committee on December 11, 2017, for evaluation. The selection committee included Forrest Neuerburg and Rob Vance, City of Monte Vista, and Ms. Wisdom and Commissioners Bothell, Glover, and Shriver, Rio Grande County. The committee recommended approval of the bid from Element Engineering, LLC. Ms. Wisdom reported that the contract has been presented to Element Engineering who has agreed to the terms. Commissioner Glover moved to approve the contract with Element Engineering, with corrections. Commissioner Bothell seconded the motion and the motion carried.

Ms. Wisdom presented the request for qualifications for the architectural analysis and master plan for the Rio Grande County Courthouse. She reported that she has received assistance from the Underfunded Courthouse Facility Commission in order to reach appropriate firms to conduct the architectural analysis. Chairman Shriver explained that the original application was for a planning grant in the amount of \$40,000.00. At the same time the planning grant was approved, a second grant was also received for repairs on the third floor, which included fixing a door entrance. That grant purpose was completed. However, the master grant did not move forward because of changes in the Administration staff. The master plan grant was extended.

Commissioner Bothell asked for clarification about the difference between a request for qualifications and a request for proposal. Ms. Wisdom explained that the first step in the process is to identify qualified firms through the RFQ. The next step is to request proposals from the firms and then make a hiring decision. Chairman Shriver added that this is a State process. Commissioner Glover moved to approve the RFQ for the architectural analysis and master plan for the Rio Grande County Courthouse. Commissioner Bothell seconded the motion and the motion carried.

Ms. Wisdom presented the Indian Head Hangar Lease plat for the airport, which needs to be recorded. Chairman Shriver stated that the airport advisory board has reviewed the plat. Commissioner Glover moved to approve the plat. Commissioner Bothell seconded the motion and the motion carried. The plat was signed. Drawer 11 Map 395

Ms. Wisdom presented letters of interest from Brenda Anderson and Bethany Howell requesting appointment by the County to the Rio Grande Basin Roundtable. Commissioner Bothell asked if this position was posted on the County website. She also asked if the position could be closed if it has not been published. Ms. Wisdom said she would post the position on the County website. Commissioner Glover asked if the position had to be posted on the County website. Chairman Shriver noted that the County appoints a citizen of the County to represent the County's interests and not a personal agenda. She recommended that the position be posted on the County website and the appointment be made by January 30, 2018. For clarification, Chairman Shriver is the legislative appointee to the Rio Grande Basin Roundtable.

Commissioner Glover asked why the County website is not easier to use, noting that it will not open on his computer. Chairman Shriver said that sometimes settings on one's individual computer have to be adjusted to use the County Assessor's site.

Ms. Wisdom asked for approval to request reimbursement for the County's payment to RL Banks in the amount of \$28,693.87. She noted that reimbursements have to be done proportionally. The consensus of the Board was to approve the request for reimbursement.

Ms. Wisdom presented the resolution to re-appoint Dwight Freeman to the Planning and Zoning Commission. Commissioner Bothell moved to approve the re-appointment of Mr. Freeman. Commissioner Glover seconded the motion and the motion carried. Book 588 Page 2635

Ms. Wisdom presented a contract in the amount of \$7,180.00 between the County and Computer Information Concepts, Inc., to purchase fixed asset software. The first installment payment is in the amount of \$3,590.00. After the first year, annual payments will be in the amount of \$1,505.00. Commissioner Bothell moved to approve the contract. Commissioner Glover seconded the motion and the motion carried.

Ms. Wisdom presented a request from Porfie Medina, Maintenance Department, to trade his floor buffer for a lawn mower. Commissioner Bothell moved to approve the trade. Commissioner Glover seconded the motion and the motion carried.

Ms. Wisdom presented a bid from John Yoder, Portable Horse Barns, in the amount of \$5,148.00, to lower the ceiling in the Administrator's office and install a wall with a pocket door, which would create a storage area. Commissioner Bothell asked for clarification about the original discussion last year. She also asked why the Administrator's office is in the vault, rather than in an existing office that is currently full of filing cabinets that could be secured in the vault.

Ms. Wisdom explained that the office with the filing cabinets is used for personnel files, which are locked. Chairman Shriver reviewed the changes made in the Administration and Human Resources offices and the break room through the last couple of years. Ms. Wisdom also noted that there is \$1,500.00 in the 2017 budget for repairs to the Administrator's office, which has not been spent. She stated that the ceiling does not have to be lowered in the storage area. Commissioner Glover recommended putting up the ceiling and framing up the wall. He said this was Ms. Wisdom's decision. Commissioner Bothell asked if these changes would make the heat adequate in the office. Ms. Wisdom said it would make a difference and noted that the storage area does not need to be heated. She said the higher ceiling in the storage area would provide more room for storage. Commissioner Glover suggested that the lighting in the office be changed, the cost of which is included in the bid. Commissioner Glover moved to approve the changes to the Administrator's office per Ms. Wisdom's suggestions, and with a change in the bid from Mr. Yoder so the charges are less than \$5,000.00. Commissioner Bothell seconded the motion and the motion carried.

Ms. Wisdom presented a letter from Jeanne "Gigi" Darricades, Valley-Wide Health Systems, Inc., notifying the County that Valley-Wide will no longer provide medical or dental care to the inmate population in the Rio Grande County Jail, effective January 1, 2018. Commissioner Bothell noted that Valley-Wide was not used frequently, and Chairman Shriver said Valley-Wide was used primarily for dental care.

Ms. Wisdom presented a request from the Quilt Guild to use the Annex during the 2018 Covered Wagon Days, from Friday through Sunday. Chairman Shriver asked if the guild was requesting to have the rental fee waived. Commissioner Bothell explained that the guild will not charge an admission fee, but will take donations to cover the rent. Chairman Shriver said this is a community service and is not different from 4-H or the tractor club using the McMullen Building at Ski Hi Park. Commissioner Bothell moved to approve the Quilt Guild to use the Annex during Covered Wagon Days (three days) at no charge. Commissioner Glover seconded the motion and the motion carried.

Ms. Wisdom reported that Years of Service Awards will be given at the December 27, 2017, BOCC meeting.

County Attorney Bill Dunn was present for a discussion about County policies. Chairman Shriver reported that CTSI provided the County with templates for several policies. She also reported that the Department of Social Services provided templates for vehicle policies.

The purpose of the snow removal policy is to prevent confusion as to when vehicles need to be moved so snow can be removed from parking lots and the street. Chairman Shriver said the Maintenance Department does not have time to find individual owners of vehicles. She noted that there have been problems with this issue in the past. Commissioner Glover asked who cleans the streets around the courthouse. Ms. Wisdom stated that the Maintenance Department cleans the street. Commissioner Glover noted that the Maintenance Department also cleans the parking lots so that employees have a place to park. The Maintenance Department removes snow early in the day. Chairman Shriver reported that Clerk and Recorder Cindy Hill has requested that ice be addressed in the snow removal policy. It was noted that the Maintenance Department tries to melt the ice. Commissioner Bothell asked if the Town of Del Norte fixed the drain near the DSS building that causes the ice problem, and if this is a liability to the County. Mr. Dunn stated that any sort of mitigation is better than ignoring the problem. Ms. Wisdom suggested that department heads be responsible for monitoring snow removal when the Maintenance Department is gone. Chairman Shriver recommended that supplies of ice melt be available. Ms. Wisdom recommended that the Maintenance Department make ice melt available to the various departments.

Commissioner Glover asked if the Sheriff's deputies park in front of the Sheriff's Office overnight. Commissioner Bothell stated that the deputies park in the parking lot or on the street. Commissioner Glover offered to speak to the Del Norte Town Manager about clearing snow from the street in front of the courthouse and jail before other streets are cleaned.

With regard to the vehicle policy, Commissioner Bothell asked who is responsible for vehicle maintenance. Ms. Wisdom explained that departments are responsible for purchasing gas, and that the Administration Office is responsible for vehicle maintenance.

With regard to the political activity policy, it was noted that Ms. Hill suggested that religious beliefs be addressed in the policy. The Board discussed the display of political material and corrections were made to the policy. It was noted that no political petitions can be distributed during normal business hours. Chairman Shriver asked if religious beliefs should be added to the policy. Commissioner Glover recommended speaking to Ms. Hill to clarify her request.

Chairman Shriver said that Ms. Hill's concerns were that religious beliefs are not a problem now, but might be in the future. Commissioner Bothell stated that too much can be added to a policy, and Ms. Wisdom noted that this policy addresses political activity and not religion. Ms. Wisdom asked what the penalties should be. Mr. Dunn suggested adding a statement that the employee will be subject to disciplinary actions. It was asked if, other than elected officials, County employees can campaign on County time. Mr. Dunn explained that elected officials are not obligated to work specific hours, while County employees are. He suggested that the phrase, "other than elected officials" be deleted from the policy. Ms. Wisdom asked if this policy applies to employees only or if it includes elected officials. Mr. Dunn said the policy includes both. The general consensus was that it needed to remain a single subject: political activity only, at this point.

Regarding the whistle blower policy, Chairman Shriver suggested adding Mr. Dunn as a person to whom a report can be made. Mr. Dunn stated that he notifies the BOCC when he receives a report. It was noted that the Compliance Officer is the County Administrator. Commissioner Bothell expressed concern that this designation is too circular. Chairman Shriver noted that other counties designate the Human Resources Officer as the Compliance Officer, but said that is not realistic for Rio Grande County because the County does not have a large Human Resources Department like bigger counties do. Commissioner Bothell stated that if a financial complaint is made, it would not be appropriate for the Administrator to investigate the complaint. She suggested it might be better to address the complaint with an auditor. Mr. Dunn stated that the BOCC can refer the complaint anywhere it deems most appropriate. Changes were made to the policy regarding confidentiality.

Commissioner Bothell commented that with regard to the discrimination, harassment, and hostile work environment policy, too much can be added to it. Chairman Shriver noted that there can be no discrimination in a very diverse community. Commissioner Bothell said that more liability is created when more issues are added to the policy. She said some forms of discrimination are not obvious, and by stating them they become ammunition. Mr. Dunn said the wording of the draft policy is acceptable to him. He stated that if someone can provide a reason why they were discriminated against, it is likely discrimination.

Commissioner Bothell asked if soliciting anonymous letters cannot be discussed. Chairman Shriver stated that soliciting or suggesting that someone write an anonymous letter will create a hostile work environment or a harassing environment. Ms. Wisdom added that if the accuser is not present, it creates a hostile work environment. When an anonymous letter is suggested, the environment becomes even more hostile. She said suggestions that anyone use this method of reporting should not be made. Commissioner Bothell said the reason there are tip lines is because people are afraid of retribution. Ms. Wisdom stated that it is one thing for someone to write an anonymous letter versus suggesting to people to write anonymous letters. However, if someone suggests that he or she write an anonymous letter, this creates a hostile work environment. Commissioner Bothell asked how a citizen who sees an issue should report that issue if he or she is afraid of retribution. Ms. Wisdom stated that the citizen can send a letter to the County Attorney, who will notify the BOCC. However, if the letter is anonymous, the BOCC cannot take action. Ms. Wisdom said that this policy addresses the issue of County employees suggesting that someone write an anonymous letter or County employees soliciting anonymous letters. Chairman Shriver commented that because of the Board's decisions regarding the Sheriff's budget, she is feeling retaliation from that Department. She stated that she has seen cars stopped in front of her house by the Sheriff's Department. Commissioner Bothell commented that the Sheriff's Department was instructed to conduct more traffic stops. Chairman Shriver indicated her comments about speeding and running stop signs in the Sargent area should not be twisted to mean traffic stops on Highway 160.

Commissioner Bothell asked if a citizen can make a complaint and ask that his or her name not be given. Ms. Wisdom said this would not break policy, and Chairman Shriver added that this happens often.

Commissioner Bothell asked if it could be considered intimidation if a department head or elected official tells an employee to get work done. Commissioner Glover stated that if an employee is told to get work done, the employee should get his or her work done.

Commissioner Bothell noted that most of the policies being discussed are included in the existing policy manual. Chairman Shriver said a goal and responsibility of the Board is to revise and update the policies. Commissioner Bothell suggested that the existing policies be reviewed to determine if the changes being discussed are improvements. Chairman Shriver said that policies regarding sexual harassment, intimidation, and grievances need to be added. Commissioner Bothell noted that these items were already covered in the current policy. Commissioner Bothell suggested that grievance policies be handled separately from policies

regarding harassment and hostile work environment policies. She said there are several types of grievances. Chairman Shriver asked what the other grievances are. Commissioner Glover asked how broadly the term can be interpreted. Mr. Dunn stated that there is a policy for general grievances and there is a need for a new policy regarding sexual harassment and discrimination grievances. Commissioner Bothell asked if two policies are needed. Mr. Dunn suggested comparing the new policy to the existing policy. He also suggested that each policy refer to the other. Ms. Wisdom said more investigation into the issue is needed.

The Board discussed anonymous complaints. Mr. Dunn explained that when an anonymous complaint about an employee is received, it damages that person's reputation, which is difficult to undo. If the complaint is serious, the Administrator has to make a judgement call about how far to take the complaint. Mr. Dunn likened it to hearsay rules in court. Hearsay can be too subjective. Mr. Dunn said that the Board can choose to have a procedure for handling sexual harassment and another procedure for other complaints. Chairman Shriver said it is the job of the BOCC to set policy.

At 3:02 p.m., Commissioner Bothell reported that e-cigarettes have been created for use in jails. She explained that the e-cigarettes can be purchased as a price to be determined. She said that the e-cigarette batteries do not cause a problem because old e-cigarettes have to be turned in, in order for an inmate to purchase another e-cigarette. If a battery is altered, it cannot be turned in. Commissioner Bothell said selling e-cigarettes at the jail could generate revenue. She stated that this issue was brought up in the past and the BOCC did not approve it. Chairman Shriver indicated she did not recall any conversations with previous BOCC members specific to the jail about e-cigarette use by inmates. Chairman Shriver said this issue is for the Sheriff to decide. Commissioner Bothell moved to approve e-cigarettes for the jail. Chairman Shriver said that it is for the Sheriff to decide. There was no second to the motion.

Ms. Wisdom asked if there is an issue with smoking at the jail. Mr. Dunn suggested clarifying the exclusion of the jail from the no smoking policy of the County. He asked if inmates could smoke in the exercise yard, and noted that employees have places to smoke. Ms. Wisdom suggested that policies of other jails that allow e-cigarettes be researched, as well as State and Federal laws. Commissioner Bothell noted that there is no second-hand smoke from e-cigarettes. Chairman Shriver said it is the Sheriff's job to figure this out. Commissioner Bothell asked if a smoking policy has to be approved by the Board. Mr. Dunn said approval from the Board would only be necessary if the issue is referred to the Board.

Commissioner Bothell reported that she sent an email to the Rio Grande County Commissioners regarding how Conejos County has fully funded its Sheriff's Department. Commissioner Bothell reported that there was a recent newspaper article in the Valley Courier about how Conejos County fully funded its Sheriff's Department. Chairman Shriver noted that the Conejos County Sheriff's Department's budget has been approximately \$600,000.00 less than the Rio Grande County Sheriff's Department's budget the last couple of years.

At 3:12 p.m., the meeting was adjourned.

Attest:

Karla Shriver, 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, December 27, 2017. Members present were Chairman Karla Shriver, Commissioner Gene Glover, Commissioner Suzanne Bothell, County Administrator Roni Wisdom, and Clerk of the Board Mona Syring.

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

Commissioner Bothell moved to approve the agenda with the addition of an executive session for personnel matters and the addition of a discussion regarding the mill levy certification. Commissioner Glover seconded the motion and the motion carried.

Chairman Shriver asked if there were any public comments. Mike Wisdom was present and he thanked the Board for participating in the draft forest plan revision comment period. He asked if it made sense to have to choose between the alternatives of the forest plan. Mr. Wisdom stated that he has studied the history of the La Garita caldera, and the cultural resources found there are unique in the world. He suggested that the Board draft a letter supporting the preservation of these assets rather than choosing one of the alternative plans. Commissioner Bothell stated that individuals can write letters. Mr. Wisdom stated that he has sent letters asking the Forest Service to consider the value of the assets in this area. Chairman Shriver said that it is possible that the Forest Service will choose parts of each alternative to create the final plan. Mr. Wisdom stated that the Elephant Rocks area was selected as a cultural resource in the 1970s and it needs to be protected. Chairman Shriver pointed out that the Summitville preservation project might become a model for the Elephant Rocks area. Mr. Wisdom said he would welcome the information and materials.

Commissioner Glover moved to approve the minutes from the December 19, 2017, meeting. Commissioner Bothell seconded the motion and the motion carried.

The consent agenda, which included December 2017 mid-month vouchers and payroll, was presented. It was noted that the vouchers and payroll were emailed to the Board, and that the format of the presentation might change. Commissioner Bothell moved to approve the consent agenda. Commissioner Glover seconded the motion and the motion carried. The vouchers were signed.

December 6, 2017 Mid-Month Vouchers

VENDOR	SERVICE	AMOUNT
Brown's Septic Svc Inc.	Rental Portable Restroom	\$82.00
Direct TV	Acct 045235405	\$175.23
Dixie Diltz	Mileage for Land Use and Code Enforcement	\$27.45
DOI/BLM	Baxter Hill Authorization # Coc 003023	\$159.47
Early Childhood Council	October and November	\$3,333.34
Gene Glover	Mileage to CCI	\$238.82
Jack's Market	Bleach	\$16.39
Jack's Market	Inv Cont - 263563 264328 193660100886 267511 268205 258800	\$104.59
Karla Shriver	Mileage to CCI	\$235.80
Kathy's Fabric Trunk	Fabric for Hangers	\$149.75
Ken's Service Center	Inv Cont - 49007 48851	\$632.86
San Luis Valley Regional	Claim for 2005 Chev Pickup	\$894.05
Summit Market	Acct 4000	\$35.67
Vendola Plumbing, Inc.	Heating Service, Clerks 11/21/2017 Found Working Properly - Solar Gain on South Part of Annex Room	\$127.50
Verizon Wireless	Acct# 765509857-00002	\$271.49
Verizon Wireless	Acct# 765509857-00005	\$170.72
Waste Management-	Customer# 05925-74006	\$217.96
TOTAL		\$6,873.09

December 2017 Mid-Month Vouchers

VENDOR	SERVICE	AMOUNT
Airgas USA, LLC	Welding	\$195.93
All-Pro Forms, Inc.	Inserts in Tax Bills	\$224.55
All-Pro Forms, Inc.	Envelopes	\$546.25
Alta Fuels, LLC	Inv Cont - 165448 165533	\$6,115.81
Applelodge Enterprises, LLC	Storage Unit	\$100.00
Auto Truck Group	Steel Iron	\$3,565.00
Avionics Specialists, LLC	AWOS Maintenance and Repairs	\$1,385.00
Big R Bridge	Steel	\$8,500.00
Blueglobes, LLC	Windsock - Orange	\$291.28
CenturyLink	719-657-9017 478	\$148.26
CenturyLink	719-657-3454 758 Plant	\$59.24
CenturyLink	719-657-3325 233	\$58.78

Chaffee Cnty Public Hlth	EPSDT Contract Billing November and December 2017	\$2,890.00
Chris Leist	Reissue a Check From Sept. Can't Find	\$176.32
Chris Ortiz	Mileage	\$263.25
Chris Ortiz	Miles to Meetings	\$111.15
Ciello Powered by SLVREC	Acct# 7000703800	\$97.20
Ciello Powered by SLVREC	Acct# 7000758500 Internet	\$97.75
Ciello Powered by SLVREC	Acct# 7000751300	\$578.27
Ciello Powered by SLVREC	Acct# 7000751200	\$541.04
Ciello Powered by SLVREC	Acct# 7000708800	\$59.95
Co Assoc. of Local Public Health Off.	2018 CALPHO Dues	\$909.00
Colorado Crushing, Inc.	Fines/Rock	\$99,995.00
Conduent Business Solutions, LLC	Track Search Cust# 287830	\$25.00
Conduent Business Solutions, LLC	Land Records Management System October 2017	\$1,571.40
Conduent Business Solutions, LLC	Comp Services	\$2,624.96
Cynthia Ford	Miles	\$383.75
Cynthia Ford	Healthcare Coalition Coordinator Salary	\$1,822.50
David Daboll	National HCC Conference Attendance Stipend	\$2,110.87
Delta Rigging & Tools, Inc.	Tire Chains/Chain Sling/Ratchet Load binder	\$3,624.01
Dianne Koshak	Mileage	\$116.10
Dixie Diltz	Miles, Meals Code	\$41.69
Emily Brown	Miles and Meals	\$151.40
Haynie's Inc.	November Statement Acct# 7066	\$761.55
Ida Salazar	Miles	\$230.40
Industrial & Farm Supply	Expander Adapter/Ball Bearing	\$43.29
KD Klene	Acct #S10627172P	\$236.50
Kimberly Bryant	Monthly Pay November 2017 SIM	\$2,772.00
Kristi Hillis	Monthly Pay November 2017	\$1,100.00
Kristine Borchers	Consultant/Department Articles	\$330.00
Lake County Health Dept.	Oct November and December Statements	\$2,175.00
Lenco West, Inc.	Inv Cont - 40323 40283	\$1,479.59
Leroy A Romero	Monthly Office Cleaning	\$150.00
Marshall & Swift/Boeckh, LLC	Marshall Valuation Service	\$744.20
Master Print & Web Design, Inc.	Badge Holders	\$235.73
McKesson Medical Surgical	Safety Suckers/Needles/Syringe/Tape	\$245.28
MHC Kenworth	Deck Cover Modular	\$244.95
Mobile Record Shredders, LLC	Shredding	\$65.00
Mona Syring	Clerk to the Board 10/5 - 11/11/2017	\$423.00
Mona Syring	Managers Meetings 04/07/2017-12/14/2017	\$163.20
Monte Vista Cooperative	Acct# 4530243/Ice Melt, Boots, Propane	\$366.56
Monte Vista Cooperative	Inv Cont - 69633 69762 70033 70018 70092/Acct# 4531231	\$166.78
Myers Brothers Truck And Tractor, Inc.	Po# A12 , B31, Unit 91, Unit 89	\$220.96
O & V Printing, Inc.	Winter & Summer Map Prints	\$7,743.83
Parts Plus of New Mexico, Inc.	Cust# 13016	\$77.65
Paul Wertz	Miles - Keys	\$49.75
Paxvax, Inc.	Vaxchora/Vivotif Caps	\$286.00
Penny Plummer	Monthly Pay November 2017/Tob CTC General	\$2,365.12
Pitney Bowes, Inc.	Waste Tank Replacement Kit	\$19.54
Pro Com	Drug Testing	\$246.00
R.L. Banks & Associates, Inc.	Denver & Rio Grande Study - Total Grant/This Invoice/Balance	\$86,770.25
Reliance Steel Co. #12	Rolled Steel Angle	\$499.80
RG & Associates, LLC	Land Use Code Assessment	\$953.75
Rio Grande County	Due to Rio Grande County for November Payroll	\$1,102.22

S & S Distribution, Inc.	Water	\$27.00
S & S Distribution, Inc.	Water - December	\$27.00
Sanofi Pasteur, Inc.	Tubersol X2/Cust#70094643	\$331.61
Simple Distributors LLC	Ribbons/Calendars/Toner	\$743.37
SLV REC	Acct# 1337000605 , 7000235200, 7000524700, 7000541400	\$529.00
Staples Business	Hot Spot Case/Notebook - Printer for Cynthia	\$190.34
Suntrust Equipment, Corp	Cust#405344/Contract# 443-4008845-001	\$10,547.00
Suzanne Bothell	Miles to CCI	\$171.00
The Sidwell Company	GIS Conversion Cust# 4260850	\$2,495.25
Top Value	Balance and Invoice	\$12.85
Town of Del Norte	Customer#'s - 1512/1892/1822/1538	\$265.94
Town of South Fork	2017 Advertising Reimbursement	\$5,635.35
Transwest Truck, Inc.	Heater Core	\$56.97
True North Designworks	Winter & Summer Map Updates	\$2,537.50
Tyler Garcia	Bought Photographs	\$500.00
U.S. Tractor, Inc.	Acct# Riogr007	\$143.62
Valcomm	Install Antenna Anc Cable on New Truck	\$145.00
Valley Lumber And Supply, Inc.	Square End Lathe	\$176.90
Valley Publishing	Tourism Promotion Assistant Job Listing	\$32.25
Verizon Wireless	Acct# 765509857	\$260.39
Wagner Equipment	Inv Cont - P03C0454878 P00C2021708	\$17,079.69
Wex Bank	Acct# 0406-00-819100-9	\$228.49
WSB Computer Services	Laptop and Fixings for Cynthia Ford	\$1,752.00
WSB Computer Services	Carbonite	\$513.18
Xcel Energy	Acct#53-1083310-0	\$2,016.56
Xcel Energy	Acct# 53-1084871-0	\$3,287.79
Xcel Energy	Acct# 53-1143312-0	\$1,157.95
TOTAL		\$302,512.61

December 2017 End-of-Month Vouchers

VENDOR	SERVICE	AMOUNT
Alamosa County	December Rent	\$300.00
All Truck And Trailer	Spring Hanger	\$284.93
All-Pro Forms, Inc.	Tax Insert Slips	\$314.55
Alta Fuels, LLC	Acct# 1935	\$11,792.09
Big R of Monte Vista, LLC	Wind Breakers and Gift Card	\$516.99
CenturyLink	Acct# 7196570646508	\$166.94
CenturyLink	7198735588	\$52.48
CenturyLink	7196579167029 Fuel Card Reader	\$65.74
Co. Bureau of Investigation	Acct Co0530Ccw	\$262.50
Computer Information Concepts, Inc.	Fixed Asset Program	\$3,590.00
Coronerme	Coronerme Program Setup and Annual Maintenance Fee1	\$1,700.00
Cynthia Ford	Miles	\$169.65
Cynthia Ford	Healthcare Coalition Coord Salary	\$660.00
Dana Delaine	VA Mileage	\$168.75
Del Norte Auto Supply	Acct# 7046 - Bolt, Switch, Mirrors, Filters	\$30.65
Direct TV	Acct# 045235405	\$175.23
Drive Train Industries, Inc.	Shoes and Bushings	\$1,205.98
Dwight Freeman	Board Meeting	\$50.00
Dwight Freeman	Board Meeting	\$13.50
El Paso County Coroner	Autopsy	\$1,400.00
File of Life Foundation	Fol Magnet Pouch W/Card	\$822.00
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$418.00
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$793.98
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$30.69
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$14.90

First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$157.83
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$12.75
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$34.88
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$305.44
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$83.95
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$24.81
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$158.23
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$188.00
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$14.99
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$250.00
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$19.99
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$598.80
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$85.97
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$50.75
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$34.95
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$159.19
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$1,280.55
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$72.64
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$27.92
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$266.57
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$8.60
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$210.47
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$150.00
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$1,924.85
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$1,549.27
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$2,508.90
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$378.08
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$175.23
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$280.15
First Bankcard	Acct# 4804079969931595/2016 Proj1 L2, Proj1 L3, 2015 M&A L2 ,	\$70.80
First Bankcard	Facebook	\$15.00
Gobins, Inc.	Maintenance Agreement #21609/Cont2725-01	\$31.50
Gobins, Inc.	Acct#13756	\$123.16
Gobins, Inc.	Acct# 21611Can	\$33.08
Great America Financial	Agreement# 025-1070947-0000	\$349.13
Great America Financial	Agreement# 015-0875950-000	\$120.68
Great America Financial	Agreement# 015-0875950-000	\$331.32

Great America Financial	Agreement# 016-0939369-000	\$136.17
Jack Rudder	Toner	\$112.00
Jade Communications, LLC	2938	\$86.92
Jan Doctor	Acct RGSO	\$57.16
Jay Sarason	Misc. Repairs and Maintenance	\$40.07
Jean Borrego	Shsg2016 M&A	\$128.45
Jean Borrego	Proj 1 Planning, Salary Shsg 2016	\$5,000.00
Jean Borrego	Shsg 2016 Proj1 Planning/Travel Miles	\$349.65
Lawson Product Inc.	Gloves	\$203.04
Lenco West, Inc.	Hydraulic Hose and Fitting	\$30.82
Leonard Brown	Board Meeting	\$50.00
Meadow Gold Dairies, Inc.	Inv Cont - 81002266, 81002346/Acct# 1052229	\$588.12
Michael Mitchell	Board Meeting	\$15.30
Michael Mitchell	Board Meeting	\$50.00
Monte Vista Machine Tool	Busing	\$23.40
Paxvax, Inc.	Oral Typhoid	\$94.00
Paxvax, Inc.	Oral Typhoid	\$188.00
Peggy J Kern	Miles	\$9.00
Pitney Bowes, Inc.	Acct# 0016457644	\$105.00
Reliance Steel Co. #12	Customer #253	\$736.27
Rio Grande County	Denver and Rio Grande RR Due Diligence	\$9,139.00
Rio Grande County	Airport Payroll	\$914.82
Rio Grande County Search & Rescue	Annual Grant	\$3,500.00
Rock Water Management, LLC	December Rent	\$450.00
S & S Distribution, Inc.	Water	\$48.80
Safety – Kleen	Parts Washer	\$210.94
Sanofi Pasteur, Inc.	Tubersol X2, Jap Encp X2	\$136.72
Sanofi Pasteur, Inc.	Tubersol X2, Jap Encp X2	\$573.92
Saul's Creek Engineering	Acct RGSO - Process Trek Annual Maintenance	\$540.00
Shamrock Foods Company	Inv Cont - 10726317, 10732379	\$4,080.94
Shamrock Foods Company	Inv Cont - 10726317, 10732379	\$338.82
SLV REC	Acct# Sf-4699010705/DN - 759843705	\$185.00
Total Office Solutions	Organizer, Sticky Notes, Heater 4 Drawer File Cabinet Heater	\$433.82
Total Office Solutions	Binders	\$34.96
U.S. Tractor, Inc.	A-9	\$44.40
Valley Lock And Security, Inc.	Checked Access Control and Replaced Batteries in Panel, Reset Switch to Bring Back up all the Cameras, Replaced Apc Batteries	\$458.16
Valley Lumber And Supply, Inc.	Survey Stakes and Lathe	\$192.13
Valley Publishing	Cu Wickey	\$24.00
Valley-Wide Health System	Acct# 56345	\$206.00
Verizon Wireless	Acct# 765509857-00004	\$51.84
Verizon Wireless	Acct# 765509857-00004	\$1,208.05
Vernon Keith	Transport Expense	\$7.22
Volvo of Denver	Acct# 478100	\$1,578.12
Wagner Equipment	Unit# 430475T 2014 Caterpillar	\$9,000.00
Wagner Equipment	Inv Cont - Po3C0454976, Pooc2024295, Po3C0455063	\$378.95
Wex Bank	Acct# 0406-00-819102-5	\$835.43
Wex Bank	Acct# 0406-00-821424-9	\$822.84
Wex Bank	Acct# 0406-00-821424-9	\$3,131.59
WSB Computer Services	Monitor and Accessories	\$2,360.00
WSB Computer Services	Maintenance Agreement	\$2,500.00
WSB Computer Services	Monitoring and Management	\$252.00
WSB Computer Services	Monitoring and Management	\$84.00
WSB Computer Services	Monitoring and Management	\$84.00
WSB Computer Services	Monitoring and Management	\$336.00
WSB Computer Services	Monitoring and Management	\$84.00
WSB Computer Services	Monitoring and Management	\$336.00
WSB Computer Services	Monitoring and Management	\$756.00
WSB Computer Services	Monitoring and Management	\$168.00
WSB Computer Services	Monitoring and Management	\$84.00
WSB Computer Services	Monitoring and Management	\$420.00
WSB Computer Services	Monitoring and Management	\$840.00
WSB Computer Services	Monitoring and Management	\$84.00

TOTAL

\$92,005.82

December 2017 Payroll

County General:	\$206,209.14
Road and Bridge:	\$ 73,326.15
Social Services:	\$115,035.68
Weed District:	\$ 3,579.67
Airport:	\$ 914.82
Public Health:	\$ 18,993.22

At 9:27 a.m., the Board adjourned to the Board of the Department of Social Services.

At 9:55 a.m., the meeting reconvened.

Ms. Wisdom reported that the Town of Center's mill levy is 19.470. However, the Town certified an increase to 22.167 for 2018. Ms. Wisdom stated that the Town misunderstood the TABOR requirements. She spoke with Town of Center Town Manager Brian Lujan and a representative from the Department of Local Affairs about the matter. Ms. Wisdom noted that Rio Grande County is the administrative body and it not responsible for the Town of Center's certification. Ms. Wisdom stated that Center citizens can object and the town may have to repay the mill levy. Commissioner Bothell asked if the Town of Center or Rio Grande County would have to repay the amount. Ms. Wisdom said how the funds would be paid back to the citizens, but Rio Grande County is not responsible to repay the amount and that it would be up to the Town board and its attorney. Ms. Wisdom will inform the Board of the final decision.

This issue was discussed later with County Treasurer Peggy Kern. Ms. Kern said she would research the issue.

At 10:00 a.m., Ms. Wisdom presented several County policies: the Vehicle Use Policy, the Snow and Ice Removal Policy, the Political Activity Policy, and the Whistleblower Protection Policy. She reported that changes in the policies have been made based on previous meetings. She noted that the vehicle maintenance policy cannot conflict with the Department of Social Services' policy, so the policy was written to indicate that the policy is different for different departments. Ms. Wisdom also said that the no drinking 24 hours before driving a County vehicle rule has been deleted because there is no way to police this policy. Ms. Wisdom said that she continues to work on the harassment policy. Commissioner Bothell asked for another opportunity to read the policies before the Board votes on them. Chairman Shriver agreed, but stated that the vote should not be postponed, and suggested that the vote be added to the next Board meeting agenda. Ms. Wisdom suggested that the grievance policy might also be included, as well as accounting policies. She reported that the accounts payable and payroll policies are nearly complete. She acknowledged that they will not be complete by December 31, 2017, due to extenuating circumstances. Commissioner Glover stated that all policies need to be finalized by January 31, 2018. Ms. Wisdom stated that personnel policies need to be clarified and included with existing policies. Commissioner Bothell stated that new policies should not conflict or contradict existing County policies. Commissioner Glover suggested scheduling a work session in order to finalize the policies. Chairman Shriver suggested that one person write the draft policies and then the policies can be reviewed by the Board. Commissioner Bothell moved to wait until the January 2018 meeting to approve the County policies. Commissioner Glover seconded the motion and the motion carried.

At 10:08 a.m., Ms. Wisdom reported that the County's 2017 Supplementary Budget Resolution will be published in the newspaper. She explained that the Board reviewed the Supplementary Budget in November 2017. Commissioner Glover moved to approve the Supplementary Budget Resolution as written. Commissioner Bothell seconded the motion and the motion carried. The resolution was signed. Book 589 Page 76

At 10:15 a.m., Years of Service Awards were presented to County employees. Chairman Shriver stated that it is an honor to recognize these employees. She said some are long-standing employees and together they make a good team and are loyal. She stated that the County works as a wheel with different spokes, and it takes 100 percent of those spokes to make the wheel turn. Chairman Shriver said the Commissioners appreciate the employees' dedication and loyalty. Commissioner Glover thanked the employees and said it is good to look at the length of time the employees have been with the County. Commissioner Bothell suggested that the cumulative years these employees have worked be calculated. County Treasurer Peggy Kern stated that many employees go quietly about doing their jobs and they are definitely worthy of recognition. Chairman Shriver stated that the total cumulative years worked by these employees equals 100 years of service. Awards were given to:

Jessica Sierra	15 years
Gregorio Parra	15 years
Dixie Diltz	5 years
Christina Rodriguez	5 years
Megan Gallegos	5 years
Jared Quintana	5 years
Shaun Sierra	10 years
Shawna Johnston	5 years
Carol Voris	25 years
Jim Evans	5 years
Jack Rudder	5 years

At 10:32 a.m., Ms. Wisdom asked if the Board had reviewed the small tracts application from Todd Robertson regarding land at Summitville. She stated it was emailed on December 6, 2017. She also stated that County Attorney Bill Dunn is reviewing the application. Ms. Wisdom noted that a book and page reference will be needed when the deed is recorded.

Ms. Wisdom asked the Board if it had reviewed the draft of the letter to Dan Dallas, Forest Supervisor, with comments regarding the Rio Grande National Forest Land Management Plan. Chairman Shriver noted that some language had been added to the letter and the draft of the letter was given to Commissioners Glover and Bothell for review.

At 10:43 a.m., Emergency Manager Chris Ortiz was present to update the Board. Mr. Ortiz presented the County's emergency plan, which was updated from five years ago. He stated that the Board will need to sign the emergency plan. When it is signed three copies will be made for the Commissioners. Mr. Ortiz said that changes to the plan include updating County employees' names and the Commissioners' names. He also added County wildfire prevention as a support to the County. Commissioner Glover moved to approve the Rio Grande County Emergency Operations Plan with the changes noted above; the plan will be adopted on December 27, 2017. Commissioner Bothell seconded the motion and the motion carried. The emergency plan was signed.

Mr. Ortiz reported that he has been approached by David Osborn, who suggested that the County apply for an Emergency Management Performance Grant. Mr. Ortiz explained that the grant will pay for 40 percent of costs, but the time to complete the grant will amount to 40 percent of his time. Chairman Shriver stated that an emergency manager must be a full-time employee in order to apply for this grant. Ms. Wisdom noted that this grant was discussed previously, and it was determined that it was Mr. Ortiz's decision. Mr. Ortiz said he is participating in programs and serving on boards that are required of emergency managers. Commissioner Bothell asked what is required by the grant. Mr. Ortiz said that quarterly reports are required along with a work plan, which is not needed. Mr. Ortiz stated that he appreciates that he can take time off. Chairman Shriver said that the Board wants to support Mr. Ortiz, but said she is unsure if this grant will help the County or Mr. Ortiz. Commissioner Glover moved that the County will not participate in the emergency manager state grant. Commissioner Bothell seconded the motion and the motion carried.

Mr. Ortiz reported that he is attending meetings. He met with the staff of the Wilbur Ellis plant, and he noted that the plant is safety conscious, controlled, and maintained. Mr. Ortiz said he is working with middle and high schools on a table-top exercise for emergency communications. Chairman Shriver informed Mr. Ortiz that County Clerk and Recorder Cindy Hill would like to conduct an active shooter training. Commissioner Glover asked Mr. Ortiz to attend a future Rotary meeting to discuss emergency preparedness. Commissioner Glover said he would also invite school officials, so that safety in the new school can be addressed. Mr. Ortiz said he would attend, noting that a goal of his is to become more involved with the community. Chairman Shriver suggested that Mr. Ortiz review the Rio Grande County Museum and the Sheriff's Office to establish plans for their safety. Mr. Ortiz stated that plans need to be established for the courthouse and for the schools, as well. Ms. Wisdom reported that the Department of Homeland Security has funding for school safety programs.

Chairman Shriver asked Mr. Ortiz if he has the right equipment to do his job. Mr. Ortiz stated that he is buying a new computer. Ms. Wisdom suggested that this purchase be made in 2017, because there is money in the 2017 budget for it. It was noted that the Emergency Management Department's equipment is old, and that it is time for new equipment.

Mr. Ortiz and the Board discussed the dissemination of the updated emergency plan.

At 11:00 a.m., Patrick Sullivan, Road and Bridge Department, and County Attorney Bill Dunn were present to discuss the John Wilder/Bill Miller road exchange with the County. Mr. Dunn explained that Mr. Miller is interested in quit claiming his access to the road to the County. Mr. Dunn reviewed the recorded deeds as they relate to the road and found that most of the deeds came from Ken Wilson. Mr. Wilson acquired ownership in 1987 from Ralph and Ola Hanna; the road was well established at that time. Mr. Dunn explained that Dr. Conour owned the land southwest of Mr. Wilson; this land was offered to Mr. Miller and Mr. Miller and Mr. Wilder became partners with reciprocal access deeds and they traded the land back and forth as 35-acre tracts. Mr. Dunn said that all access deeds were cancelled by Mr. Miller through another agreement. He also said that Mr. Wilder will not allow access unless someone purchases the tract of land. Mr. Wilson quit claimed the property to Mr. Miller and Mr. Wilder to obtain access. The road leads to BLM land. Mr. Miller is in favor of the County taking this land so that title insurance can be obtained. Chairman Shriver noted that there is an additional small piece of land that the County needs. Mr. Dunn said he has not seen the description of this property. Chairman Shriver noted that the BLM is providing a cattle guard and fencing and stated that the cattle guard will be positioned on BLM land. Commissioner Bothell stated that the small parcel of land needs to be deeded to the BLM in order for it to do some good. Mr. Dunn noted that the County asked for an ownership and encumbrance report. Chairman Shriver asked if deeds have been obtained from Mr. Miller and Mr. Wilder. Mr. Dunn said that others also have access deeds. He noted that he will probably not receive deeds from all landowners. Mr. Dunn said that everyone will be happy with this land exchange except for Greg Shaffer, most likely.

Chairman Shriver asked if Mr. Shaffer will be happy if the road is classified as an unmaintained road and if a County sign is not installed. Mr. Dunn said the land exchange is in the public's interest. Commissioner Bothell asked if the road is moved if access will be addressed. Mr. Dunn stated that he did not believe that this road has moved, and Commissioner Glover stated that the road does not run across Mr. Shaffer's property. Mr. Dunn stated that the County could request a center-line survey, but noted that neither Mr. Wilder nor Mr. Shaffer will pay for it. He stated that if the road has moved, there would be a prescriptive easement. Commissioner Glover stated that the road on Mr. Shaffer's property is more of a trail and is not used very much.

Mr. Sullivan stated that he has no objection to the land exchange. He said from a public safety point of view, the road has to be an access point. He said it will be a work in progress. Chairman Shriver asked if the road would be called County Road 14C. Mr. Sullivan said that the road will need a designation and will also need to be designated as maintained or unmaintained. Mr. Dunn explained that he found a deed that indicates the road was called County Road 14C at one time. Mr. Sullivan asked for the date on this deed, and Mr. Dunn said he did not have the date. Mr. Sullivan said that it is a public safety issue with regard to ambulance service. Commissioner Bothell asked how the road is referred to now. Mr. Sullivan said he does not know what the addresses are on the road and stated that this is a 911 issue. Commissioner Bothell asked if the change in the road will change addresses. Mr. Dunn said that no addresses will be changed because the land exchange encompasses only a half-mile, where no one lives. Commissioner Glover moved to accept the road into the County system as an unmaintained road subject to a quit claim deed from Mr. Wilder and Mr. Miller, which will change the designation of the road to County Road 14C; a 30- by 30-foot parcel will also be included; the BLM will provide a cattle guard. Commissioner Glover said this is the best use of the road. Commissioner Bothell seconded the motion and the motion carried.

Commissioner Bothell stated that the 30- by 30-foot tract needs to be deeded to the BLM. Commissioner Glover said that the BLM is not opposed to this. Mr. Sullivan requested information so that he can inform the State of the change. The consensus of the Board was to agree that Mr. Dunn can prepare the quit claim deeds.

Mr. Dunn reported that he has received and recorded a claim for a one-third interest in a mining claim at Summitville. A new deed will be need to be signed.

At 11:36 a.m., Jackie Bennet and Jane Walters, San Francisco Creek Ranch Land Owners Association, and Patrick Sullivan, Road and Bridge Department were present.

Ms. Bennet requested information from the traffic counter that was installed on County Road 13. Chairman Shriver asked about the speeds vehicles traveled on County Road 13. Mr. Sullivan said the highest speed recorded was 92 miles per hour. The average speed was between 48 and 52 miles per hour. Mr. Sullivan noted that the speed limit on County Road 13 is 45 miles per hour. Mr. Sullivan stated that the counter recorded types of vehicles, direction of vehicles, and the speeds of the vehicles. Ms. Bennet stated that she would like to share this information at the next land owners board of managers meeting.

Ms. Bennet said the maintenance of County Road 13 was appreciated this year. She noted that there was not as much traffic during hunting season this year; nevertheless, the road was torn up. She asked when the surveying of the road would be started. Mr. Sullivan stated that the goal is to be able to push grade by the middle of January, after the Road and Bridge Department's work on County Road 29 is finished. He said this would depend on the weather. Ms. Bennet asked if base work would be done to Cedar Springs Road. Mr. Sullivan said base work would go to Wagon Wheel Road, but there is no guarantee that base work will go that far. Ms. Bennet asked if this area was still on the Road and Bridge Department's schedule for future work, and Mr. Sullivan said it is. He noted that there are many factors to be considered: alignment issues, obstacles, weather, and high water. He explained that the Department's summer work begins in May and then the Department can go back to previous projects. Mr. Sullivan said that drivers who live on County Road 13 do not respect other drivers or the road itself. He said that safety is important, and he agreed that the road needs to be improved. Ms. Bennet said that improving the road is worth the slow-down of traffic. Ms. Bennet said she would remind other residents to slow down and be respectful. Chairman Shriver asked Mr. Sullivan to provide Ms. Bennet with the reports from the traffic counter.

Ms. Bennet said that it helps to know what is being planned for County Road 13. She asked if paving was on the schedule, and Mr. Sullivan stated that paving is not on the 2018 schedule. He stated that there is another three-mile project on the Department's schedule and that these are larger safety concerns than County Road 13. He explained that in order to schedule paving, the road base needs to be completed and must set for a year. Adjustments in the road can be made during this time.

Ms. Bennet said there must be criteria, and asked when the work would be done in 2019. Chairman Shriver stated that the BOCC receives recommendations from staff and also takes into account budgetary issues. She stated that oil prices are lower and this is a factor when deciding when roads will be paved. Ms. Walters asked what County roads would be paved in 2018. Mr. Sullivan stated that County Road 8 North, from County Road 3 East to the County Line Road has been on the paving schedule for 10 years. He also noted that there are three areas of the County (Monte Vista, Del Norte, and South Fork) that have to be considered every year. He said according to national and state regulations, if there is a daily average of 200 vehicles on a road, this triggers a review of the road. Mr. Sullivan said that the traffic counter on County Road 13 was taken down on October 19, 2017. He noted that there are pavement maintenance projects on the Department's schedule for 2018.

Ms. Bennet suggested that the Department's schedule be available for everyone to see; she said this would help relieve frustration. Chairman Shriver stated that Ms. Bennet's comments were appreciated. Ms. Bennet said she would report back to land owners, with the understanding that projects change.

Ms. Bennet said another area of concern is when there is snow on the road. She asked what the road's priority is for maintenance. Mr. Sullivan said he understands the situation on the road and noted that the Department is doing as much as it can. Ms. Bennet said that routine maintenance is the most important, and asked what the process is when there is an urgent need. Mr. Sullivan said that urgent needs can be discussed with him directly and invited Ms. Bennet to call day or night. Chairman Shriver stated that Mr. Sullivan will be there to assess an issue and the BOCC will be there as well. Ms. Walters stated that the land owners have been trying to get the road paved for 20 years.

Ms. Bennet said that everyone needs to be held responsible, and asked why information and procedures are not available. Chairman Shriver said that it is not an excuse, but it takes capacity to make that level of detail available. She said that all County departments are thin, and noted that the County's new website is six months old and already out of date. Commissioner Glover explained that it is difficult to publish a list of scheduled projects because factors change. Ms. Walters said there used to be such a list and then it was stopped. Commissioner Glover asked what is wanted on the County website. Ms. Bennet stated that a schedule is needed so that people can understand the County's needs. Mr. Sullivan stated that an advantage to County Road 13 is the BEST grant. He said the Town of Del Norte and the County will have to address the safety of the road; 2019 will be the first year in the new school. Ms. Bennet asked how needs will be determined. Mr. Sullivan said that overall traffic count, population, the number of school busses, businesses, connectivity, and safety will be considered. Commissioner Bothell stated that cost would also be a factor. Mr. Sullivan added that it costs \$350,000.00 per mile to do the base work and almost \$300,000.00 to pave the road.

Ms. Bennet said that the area is losing real estate sales, and noted that she prefers standardization and policies. Commissioner Glover stated that it is good that Ms. Walters and Ms. Bennet came to the meeting, and noted that the website needs to be reviewed. He invited

Ms. Bennet and Ms. Walters to call him any time and said that the timeline for paving the road is a problem. Ms. Bennet said that timelines can be flexible; the land owners just need to know. Commissioner Glover said that the road buildup has to set for a year before it can be paved. Mr. Sullivan said the buildup will be done in 2018; paving will be explored in 2019.

Chairman Shriver thanked Ms. Walters and Ms. Bennet for coming and noted that there can be improvements in communication. Ms. Bennet said that the BOCC needs to be held accountable. Chairman Shriver noted that the Road and Bridge Department is trying to catch up with the areas in which developers were not required to build the roads as they should have because of developmental impacts. Ms. Walters asked if the entity at the trail head (Colorado Parks and Wildlife) could help and Chairman Shriver said that because the entity is a land owner, like any land owner, it is not required to help.

Commissioner Glover said that speed is part of the issue on County Road 13 and asked if speed limit signs could be installed. Mr. Sullivan noted that there is no one to enforce posted speeds. Ms. Walters said the Sheriff would enforce the speed limits, and asked if signs could be obtained. Mr. Sullivan said that enforcement is the problem, and noted that construction signs will help, as well. He said that per State statute if the speed limit is not posted on a paved road, it is understood to be 55 miles per hour and 40 miles per hour in mountainous terrain.

Chairman Shriver noted that the County code book has been reviewed, and Ms. Bennet asked if there was an opening on the Planning and Zoning Commission. She asked if this could be a shared position. Chairman Shriver suggested that Ms. Bennet speak to the Planning and Zoning Commission. Ms. Bennet explained that the land owners association wants to bring its covenants in line with County regulations. Chairman Shriver suggested that Dixie Diltz, Land Use Department, contact Ms. Bennet and Ms. Walters, and noted that Planning and Zoning Commissioner meetings are public.

Ms. Walters asked when the BOCC minutes would be published. She asked if the BOCC should have an audio recording of the proceedings. Commissioner Bothell explained that there has been no decision on recording the minutes, and Commissioner Glover added that the Board needs to review how to store, record, and keep recorded minutes safe.

At 12: 32 p.m., Mr. Sullivan stated that \$29,000.00 has been allocated for County Road 13, and \$50,000.00 has been spent. He said that publishing policies and procedures makes the Road and Bridge Department less flexible. He noted that disclaimers do not help and said that there is frustration on everyone's part. Commissioner Bothell asked if it was the Department of Wildlife who was driving so fast on County Road 13. Mr. Sullivan said it was a resident.

At 12: 37 p.m., the meeting was recessed.

At 1:16 p.m., the meeting reconvened. Commissioner Glover moved to go into executive session for personnel matters. Commissioner Bothell seconded the motion and the motion carried.

At 1:32 p.m., Commissioner Bothell moved to come out of executive session. Commissioner Glover seconded the motion and the motion carried.

At 1:33 p.m., Dixie Diltz, Land Use Department, and Larry Scott were present to discuss a minor subdivision exemption. Ms. Diltz explained that Mr. Scott wants to divide two corners from a 160-acre parcel, located at County Road 9 North and Highway 285. The northeast parcel with the residence is 5.26 acres; the southeast parcel is 6.9 acres. The Planning and Zoning Commission reviewed the application on December 19, 2017, and approved it. Notifications were sent to neighboring property owners and there was no response. Mr. Scott said that he does not use end guns on his sprinklers. Ms. Diltz reported that a survey has been completed and the survey shows the setbacks on the property. She reported that the corners have access and that the Division of Water Resources and the San Luis Valley Division of Water Resources have no objections. Commissioner Glover moved to approve the application for the minor subdivision exemption as presented. Commissioner Bothell seconded the motion and the motion carried. Ms. Diltz will send the resolution to Mr. Scott when it is signed. Book 589 Page 564

At 1:37 p.m., Bill Miller, Kazie Hayes, and Wayne Siebert were present to discuss the County's 2018 budget.

Chairman Shriver explained that a letter inviting the public to this meeting was published in the newspaper so that the BOCC could provide a place where citizens can express their concerns. She said the Board wants to be accessible.

Mr. Miller stated that the Board is not handling the Sheriff and the County in the manner that is needed. He said that drugs are out of control. He said that the Sunshine Law was enacted in 1973. He said that in a previous meeting, the Board indicated that the 2018 budget had to be turned in by the December 6, 2017, meeting. He said he checked, and the actual date for the budget to be turned in was December 31, 2017, so the budget could have been changed. He said this makes no sense.

Mr. Miller said that \$175,000.00 was spent to build a trail; he said this makes no sense. Chairman Shriver said that the County did not build this trail. Mr. Miller told the Board to get the drugs in the County under control. He reiterated that the Board said it had to sign the budget at the December 6, 2017, meeting. When he contacted the Department of Local Affairs, he said he was directed to several sites. He asked where the notice of the December 4, 2017, meeting was posted. He said no one knew about the December 4, 2017, meeting. Chairman Shriver said that notice of the meeting was published. Commissioner Bothell said that any misunderstanding about the December 4, 2017, meeting was her responsibility because she wanted to be sure there would be time for any changes to the budget to be made. Chairman Shriver said the budget has to be approved and turned in to the State per statute. Mr. Miller said he knew the December 6, 2017, would not take place. He told the Board it has to care about the community.

Mr. Miller told Chairman Shriver that she and Sheriff Brian Norton hate each other. Chairman Shriver stated that she does not hate Sheriff Norton. Mr. Miller stated that the people elected Sheriff Norton and the Board should allow him to manage his budget. Mr. Miller said that he appreciates the involvement of the Board, but stated that the Board does not know what is going on.

Mr. Siebert asked if there would be a raise for all County employees in the amount of three to five percent. He asked if this same amount would be given in the Sheriff's Office. Chairman Shriver said this was correct. Commissioner Glover stated that there would be a three percent raise for all employees, plus a two percent merit raise, based on a satisfactory evaluation job performance review. Commissioner Glover also stated that the County will pay the five percent health insurance increase for all employees. Chairman Shriver explained that all employees will receive the three percent raise, and noted that the Sheriff's deputies requested an additional raise, and this did not include the jail staff.

Chairman Shriver showed a slide of the Facebook post, dated November 28, 2017, written by Cliff Kincannon. This post stated that Sheriff's deputies have not received a raise since 2003. She explained that in order to balance the County's 2018 budget, the County will have to take \$1.5 million from its general fund balance. She noted that revenue is a problem. Mr. Miller said that a larger mill levy is needed. Chairman Shriver said the County will need help to increase the mill levy, because efforts to increase it failed in 2005 and 2010.

Mr. Siebert asked how the increase will be explained. Chairman Shriver said it would be a ballot question, and noted that two proposed increases also failed in 2010. Chairman Shriver explained that for every \$100.00 that the County collects in taxes, 56 percent goes to schools, 25 percent goes to the County, and 19 percent goes to special districts.

Chairman Shriver explained that in January and February 2017, discussions were started with Sheriff Norton regarding providing medical care to inmates in the County jail. Mr. Miller asked if the County nurse could not provide this care. Commissioner Bothell explained that funding for the Public Health nurse does not cover work at the jail. She said the grants require different tasks. Mr. Siebert noted that the Sheriff's Office can write grants, and asked if the group could help. Chairman Shriver said yes, the group could help.

Chairman Shriver explained that a proposed salary increase proposed by Commissioner Bothell and Sheriff Norton regarding raises for the deputies was tabled by the Board in August 2017. She said that departmental budgets were discussed on August 16, 2017, noting that the preliminary budget was due on September 8, 2017. The Board met with each County department to review budget requests. She explained that work sessions were held with the Sheriff on October 24 and 31, 2017. Clarification was needed regarding the nurse and doctor costs. Chairman Shriver explained that it was then discovered that the County's pay chart needed to be corrected.

Chairman Shriver explained that she and Commissioner Bothell toured the 911 center in Alamosa. Mr. Miller asked if they had walked through the County jail, where the dispatchers watch the inmates.

Chairman Shriver explained that a total of \$2,889,545.00 is collected in property taxes, and this amount is expected to fund all County department fund balances. The portion of that amount collected for the County's general fund is \$2,096,020.00. The Sheriff's budget request was in the amount of \$2,288,744.00, which is more than the amount collected for the County's general fund.

Chairman Shriver said that Sheriff Norton stated on August 16, 2017, that deputies have not received raises since 2006. However, Chairman Shriver showed a slide that demonstrates that deputies have received a total of 16 percent in cost of living raises and the possibility of 10 percent in merit raises, and three percent in other adjustments, plus a one-time bonus through 2016. This is a total of 29 percent plus a one-time bonus.

Rio Grande County % Annual Salary Raises 2003-2018

	All Employee <u>Cost of Living</u>	Potential <u>Merit</u>	All Employee <u>Other</u>
• 2003	0	2	
• 2004	0	2	
• 2005	0	0	
• 2006	0	0	
• 2007	3	0	
• 2008	7	0	
• 2009	2	0	
• 2010	0	0	
• 2011	0	0	
• 2012	2	0	
• 2013	0	2	
• 2014	0	2	3%
• 2015	0	2	
• 2016	0	0	FT\$400/PT\$200
• 2017	2	0	0%
• Sub-total	16%	10%	3% + one-time bonus
• 2018 Proposed Budget	0	2	3
• Total if approved through 2018	16%	12%	6% + one-time bonus FT\$400/PT\$200
• August 16, 2017 BOCC meeting: "Sheriff Norton said that some of the Department's employees have not had a pay increase since 2006."			

Chairman Shriver explained that salary adjustments have been made, which are required by the Affordable Care Act. She pointed out that all employees received a one-time bonus in 2016, including the Sheriff's Office. The three percent salary adjustment budgeted in 2018 could be called a cost of living raise for all employees. Ms. Hayes asked if there was no cost of living raise in 2013 through 2016. Chairman Shriver explained that employees received merit raises in those years, if they were authorized by the employees' supervisors.

Commissioner Glover said these issues are due to the mill levy. Mr. Siebert offered his help to increase tax revenue. Mr. Miller stated that the deputies need money. Chairman Shriver asked the group to compare the departments of different counties. She noted that at the November 30, 2017, meeting she was asked for the salaries of Road and Bridge Department employees, and stated that this was not a fair request or comparison because most of the Road and Bridge crews are long-time employees. Mr. Miller stated that the County cannot expect to send young kids out at night with no protection. Chairman Shriver said that she does not like this situation, either.

Chairman Shriver explained that the Sheriff's Office does not have an undersheriff. She stated that \$61,000.00 was budgeted for an undersheriff salary in the 2018 budget; this is an increase of \$10,000.00, which was taken from the K-9 unit budget. Chairman Shriver presented the high and low salaries for the undersheriff and deputies for 2017 and 2018:

	2017	2018
Undersheriff	budgeted, not hired, \$0.00	\$61,651.00 (\$29.64 per hour)
Admin		
High:	\$42,578.00	\$44,727.00
Low:	\$27,602.00	\$28,997.00
Deputies		
High:	\$36,088.00	\$41,043.00
Low:	\$30,867.00	\$35,811.00

Commissioner Bothell said that employees see their checks and notice that the dollar amount is lower after taxes are taken out. Mr. Siebert asked if the Sheriff can hire more deputies. Chairman Shriver said that salaries are budgeted for two deputies and an undersheriff in 2018. Commissioner Glover added that \$110,000.00 has also been budgeted for a nursing program and a doctor to oversee the program. Chairman Shriver explained that deputies' salaries are set by Sheriff Norton. Mr. Miller asked if deputies can receive raises if their responsibilities are increased. Commissioner Glover said raises can be given according to the County pay scale. Chairman Shriver stated that the BOCC does not set the pay and grade for the Sheriff's Office.

Mr. Miller said that he is furious about the communication, and Chairman Shriver acknowledged that everyone is frustrated. Mr. Miller asked if the group can work on issues to increase revenues. He said the County mill levy is too low. He pointed out that Conejos County is helping its sheriff's department. Ms. Wisdom stated that this issue affects every job in the County, and Chairman Shriver stated that taxes need to be increased. Mr. Miller asked how this can be accomplished. Commissioner Glover said that the question needs to be put on the ballot now, and noted that it will be a long process to do this. He said that it will take the community to make it happen.

Mr. Siebert said that there are not enough people on staff at night. Commissioner Glover stated that this is the responsibility of the Sheriff and the Sheriff's Office. He also stated that law enforcement is never paid enough. Mr. Siebert stated that County Road 2 South, the Gunbarrel, and Rock Creek Cemetery are all used as drug drop-off points.

Commissioner Glover said that the Sheriff's Office's budget now includes a nurse and its step-and-wage program has been adjusted, and more funding has been allocated to the District Attorney. He said that all this will help. Ms. Hayes and Mr. Siebert discussed problems with the DA. Mr. Siebert said that sentences "are crazy."

Mr. Miller asked if requiring license plate on bicycles would be a revenue generator. He stated that more money needs to be generated. Chairman Shriver said that it will need to be a vote of the people in order to raise taxes. Mr. Miller said that it is time to stop pointing fingers and that people need to get involved or someone is going to get hurt. Commissioner Glover pointed out that this is what happens when people get mad.

Ms. Hayes expressed concern about the misinformation that is out in the public. She thanked the Board for the salary information. She also expressed concern that deputies are going on calls with no backup. She said this is a public safety issue, and the most important issue. She stated that the County has no money, but the perception is that the BOCC does not like the Sheriff and vice versa. She said this is getting in the way of public safety. She suggested that priorities are out of balance. She noted that all departments are important, but that spending the same amount of money in the Treasurer's Office as in the Sheriff's Office is wrong. She said that law enforcement needs to be taken care of, and said that the fact that some of the deputies are on food stamps is outrageous. She suggested that priorities be evaluated in terms of public safety, and she told the Board to behave like grownups. Commissioner Glover stated that all employees received a raise this year, and said that the mill levy needs to be fixed before salaries can be fixed.

Mr. Miller said this needs to be figured out. Chairman Shriver said that one issue is that the deputies may not be classified correctly in terms of the County wage and pay program. She pointed out that it is up to Sheriff Norton to rectify this. Mr. Miller suggested that Commissioner Bothell work with Sheriff Norton to rectify the wage and pay scale. Mr. Miller said he would like things to be like they were in 1970, when it was safer. He said that everything has to be locked these days. He also said that inmate insurance should get done and that inmates should be County janitors and cooks. Mr. Siebert suggested implementing a work release program. Commissioner Bothell said that a deputy would have to work with the inmates on work release. Mr. Miller asked how many volunteers would be needed to watch the inmates. Chairman Shriver said that a bill is being presented in 2018, regarding work release programs. Commissioner Bothell said that the inmates can be charged for their stay in the jail, but they cannot be made to

pay. Mr. Miller recommended shaving expenses and reviewing all departments for efficiencies. Commissioner Glover stated that he would stay in touch with the group, so that it could help in the future.

At 2:35 p.m., Dixie Diltz, Land Use Department, and Patrick Sullivan, Monte Vista Fire Department, were present to discuss a hemp oil processing business.

Ms. Diltz explained that Brian Sawyer wants to process hemp oil north of Monte Vista on Highway 285. He will use a butane extraction technique. She explained that hemp is considered an agricultural product and according to the County code book, it is allowed in some zoning districts. She said that appropriate set backs on the property would be needed. She said that the business would be considered commercial and allowed if the hemp oil processing is incidental to the principle use. She said that Mr. Sawyer intends to grow hemp next year in his greenhouse, so the processing would be incidental to the growing.

Commissioner Bothell asked what can be done with hemp oil. Ms. Diltz explained that is used in medicinal products, lotions, etc. Hemp contains less than 0.03 percent THC. Commissioner Bothell asked if the butane extraction method could blow up easily. Mr. Sullivan said that there was a potential for this, but if safety precautions are used, the butane should be safe. He stated that Mr. Sawyer is now having hemp oil processed in Colorado Springs.

Commissioner Glover asked if the State inspects hemp oil production facilities or the oil. Ms. Diltz said she is unsure if the oil facility has to be inspected. She explained that in her discussions with Larimer County, it appears that the majority of regulations for hemp oil production are handled under fire codes, and include elements such as fire walls and sprinklers. Commissioner Bothell asked if there are specific rules for hemp. Mr. Sullivan said he is unsure if there are specific rules, and noted that there could be a wide range of fire guidelines. He stated that the County and the City of Monte Vista have not adopted a fire code.

Commissioner Glover asked if everything is "by guess" once the code book allows the production of hemp oil. Ms. Diltz said that there is no current code opposing the allowing of hemp oil production. Mr. Sullivan said that Mr. Sawyer wants to set the standard for all other processors. Commissioner Bothell asked if the BOCC can set standards, and Ms. Diltz said that conditions or recommendations can be made. Commissioner Glover pointed out that there will be no policing. Mr. Sullivan suggested that a caveat from the County could be that an insurance company may require an annual fire inspection.

Commissioner Glover asked if neighbors of Mr. Sawyer's property have been notified, and Ms. Diltz said they have not been notified at this time because there is no application for approval required. Mr. Sullivan said that he is a neighbor and also the fire chief. Commissioner Glover noted that his concern is not the hemp, but not knowing the consequences of the production of hemp oil. Chairman Shriver suggested that Ms. Diltz talk with Prowers County land use personnel.

Ms. Wisdom asked how big a blast from the butane might be. Mr. Sullivan stated that 110 pound cylinders will be used, but that he is unsure how the used product would be dispersed, and if it would be filtered or not. He said that the building has concrete walls. The size of the blast would depend on storage of product and other safety measures.

Chairman Shriver asked if a fire code should be adopted. Mr. Sullivan said that Alamosa County updates its fire code annually and that it is a nightmare. He also said that Mr. Sawyer is planning the business on the safe side. Commissioner Glover stated that other operations cannot be controlled. He offered to go to other facilities for information. Commissioner Bothell stated that regulations are more important than the facilities. Commissioner Glover stated that Mr. Sawyer has researched the business and should not be discouraged, but the business needs to be safe. Ms. Diltz said that neighbors within 300 feet would be notified, if the business was considered a conditional use, because the property is zoned commercial. She asked what standards should be set and if the BOCC wants to set standards. Ms. Wisdom said that this business can be allowed and a moratorium be put on future businesses until the County decides what it wants to do. Mr. Sullivan said that Mr. Sawyer plans to process 250 pounds of hemp per day. Chairman Shriver expressed concern about hemp seed cross pollinating with other seed. Commissioner Glover said that the County needs to make sure this does not happen and can be made a condition of the approval of the business. He said that keeping marijuana out of the County will prevent this. Mr. Sullivan is making fire safety recommendations, as "the authority having jurisdiction."

Ms. Diltz said that Mr. Sawyer will help the County if the County decides to adopt hemp-specific regulations. Commissioner Bothell asked if it would be considered marijuana oil, if the hemp's

THC level is too high. Chairman Shriver said that the State inspects hemp growing fields three or four times per year and hemp found over the THC limit to be destroyed. Commissioner Glover will speak to CCI to obtain more information.

At 3:10 p.m., Ms. Wisdom presented information regarding budget deadlines from the Local Government Budget Calendar, from the Department of Local Affairs. The County mill levy has to be certified by December 15 and the budget must be adopted before that date, because local governments are levying taxes. December 22 is the deadline for county commissioners to levy taxes and to certify the levies to the assessor. Finally, the deadline of December 31 to adopt the budget as stated by Mr. Miller is not correct because the governing body must enact a resolution or ordinance to appropriate funds for the ensuing fiscal year.

At 3:13 p.m., Ms. Wisdom presented the letter to the Rio Grande National Forest regarding the revised forest plan draft. Chairman Shriver reminded the Board that comments cannot reflect personal agendas. The Commissioners' opinions should be based on attending public meetings. Chairman Shriver noted that Commissioner Bothell does not want more wilderness area designations, while many citizens think there should be more designations. Commissioner Bothell said she just wants to get the letter done. Ms. Wisdom said she would reformat the letter.

Commissioner Glover asked if the forest plan revision includes more wilderness designations. Commissioner Bothell explained that Alternative D does include more wilderness designations. Chairman Shriver said that Alternative B is the most compatible, but the Forest Service wants to make sure that the public was heard in the process. Commissioner Bothell noted that this top-down approach caused more wilderness and this caused the beetle problem. Commissioner Glover said that he has heard comments that people do not want more wilderness designations and restrictions. Commissioner Bothell moved to approve the letter to the Forest Service regarding the 2017 forest plan. Commissioner Glover seconded the motion and the motion carried.

At 3:37 p.m., the meeting was adjourned.

Attest:

Karla Shriver, Chairman
Chairman of the Board

Mona Syring
Clerk of the Board