

Ms. Wisdom said that a team approach will be used. She noted that there will be additional audits for two more years. Ms. Temple said that checks and balances need to be implemented to protect the County and its employees.

Ms. Temple reported that the County will now handle depreciation reporting, rather than Wall Smith and Bateman. She said that accounting standards are changing. Ms. Wisdom said the accounting department is exploring other software programs and the CIC software to handle depreciation.

Ms. Temple thanked the Board for the opportunity to conduct its audit, noting that working locally, rather than out of the Valley, is preferred. Chairman Shriver asked about Wall Smith Bateman's own audit, and Ms. Temple said it received an unmodified opinion. She explained that Wall Smith and Bateman is audited every three years by an outside auditor. The information will be shared with its government clients when it is completed.

Commissioner Bothell moved to accept the 2016 audit as presented. Commissioner Glover seconded the motion and the motion carried. The 2016 audit in its entirety will be posted on the County website.

At 9:50 a.m., the September 2017 mid-month vouchers were signed.

Chairman Shriver asked Mr. Swenson if Charlotte Bobicki, Field Representative for Senator Michael Bennet, has retired. Ms. Swenson said she has and will be replaced in the Alamosa office. In the meantime, Mr. Swenson said he would visit the area one week per month. He invited the Board to contact him anytime. Chairman Shriver stated that Payment in Lieu of Taxes funds are very important to the County. She said the County would be broke without these funds. Mr. Swenson said that the FAA is being reauthorized and he asked the Board to let him know of any needs at the airport. He said funds are available for any community airport and he offered to help investigate finding funding. Commissioner Bothell asked what sort of assistance is available. Mr. Swenson said that the FAA will review equipment and updates.

At 9:53 a.m., County Attorney Bill Dunn was present.

Commissioner Bothell expressed concern regarding the sealed bid process related to the requests for proposals received from companies interested performing the due diligence on the railroad project. She asked if the process was handled properly. Mr. Dunn stated that he had read all the materials and had discussed the issue with Ms. Wisdom. He said he had the impression that the project's steering committee decided the terms for the assessment contract, which included the property, rolling stock, rails, bridges, etc. Mr. Dunn said the steering committee was to make a recommendation to the entities and boards involved (Mineral County, the Town of Creede, the Town of South Fork, and Rio Grande County) as to whether to accept a bid. RL Banks's response in its RFP was that it could not complete the work for less than the budgeted amount of \$80,000.00. Mr. Dunn said that RL Banks also stated that other companies would submit change orders and would charge more than \$80,000.00. The steering committee recommended RL Banks's bid be accepted, but Mr. Dunn noted that the steering committee could not enter into the agreement. Mr. Dunn said that only the entities involved could change the terms. The process needs to comply with State rules on the bidding procedure. Mr. Dunn said that he did not see any improprieties in the sealed bid process. He reiterated that the steering committee could only recommend a bid. Mr. Dunn said that better communication was needed regarding how County funds would be spent and who makes the decision.

Commissioner Bothell asked if a problem was being set up. She said the sealed bid process is for transparency, and asked if a company not awarded the work could complain that the process was not conducted properly. Mr. Dunn said that the RFP probably contained language that would allow the County to withdraw from the project. He said that the Board makes the hiring decision. Mr. Dunn said he did not know what the steering committee was told to do. He said he spent a couple of hours reviewing the material, so his impressions may not be correct. He said the Board can enter into any contract that is not illegal under State regulations.

Commissioner Bothell said the sealed bid process means that none of the companies knew what each company bid. She stated that if a company does not submit a bid, that company has an opportunity to discover other companies' bids and then submit their own. Mr. Dunn said that the bids were sealed until they were opened; the County is not bound to accept or reject any bid, and can ask for modifications. He stated that RL Banks did not know what SGM's bid was.

Ms. Wisdom explained that RL Banks would not submit a bid because it could not complete the project for \$80,000.00. She said a meeting was set up to talk with all the bidders. She said that RL Banks offered to bid on the project, if the boards would consider spending more than

\$80,000.00. She said that the committee asked for a bid. Chairman Shriver added that the quality of the work differed between the bidding companies and that it was clear which company was the most qualified. Mr. Dunn said that each company made certain assumptions that affected their bids. He said there was nothing in the sealed bid procedure that requires accepting the lowest bid. Commissioner Bothell expressed concern that the company that did not submit a bid originally won the job, after it did submit a bid. Mr. Dunn said the steering committee reviewed additional expenses before making a recommendation; it was up to the boards to decide what bid to accept.

Commissioner Bothell asked if the sealed bid process was handled according to the rules. Mr. Dunn said the bids were sealed and no bidders knew the other bids. He said after the bids were opened, the County reviewed the companies' qualifications. He said there is no liability to the County or the steering committee for not accepting the bids as they were stated. He said the steering committee went beyond that to obtain the bids. Commissioner Bothell said the process seemed odd and said this is why she wanted Mr. Dunn's input. Mr. Dunn said that if it had been clear that the steering committee would make a recommendation to the group, there might have been more transparency.

At 10:15 a.m., the grievance policy was introduced. Commissioner Bothell suggested scheduling a work session to discuss the policy. Mr. Dunn said he reviewed the policy the morning of the meeting and noticed that there is no time frame stated for when an appeal can be filed after an employee raises an issue and the department head responds within 20 days. He also made a correction in wording in section four. Chairman Shriver said the grievance policy should apply to all elected officials, rather than just the BOCC; Mr. Dunn agreed. Sections five and eight were discussed in terms of how they relate to one another.

Commissioner Bothell noted that the policy states with regard to anonymous letters, that written material will be destroyed and no action will be taken. She said this means the issue raised in the letter cannot be revisited; she asked who makes the determination about what is important and what is not. She said that according to whistle blower laws, the person raising an issue has a right to anonymity. She expressed concern about issues of fraud and criminal offenses. She said that sometimes people are not clear in expressing themselves. Mr. Dunn suggested keeping the correspondence. Commissioner Bothell said the correspondence should not be disposed of, because the issue might come up again. Ms. Wisdom said that if the issue comes up again, the writer should give his or her name at that time. She suggested that the issue be reviewed in executive session. Commissioner Bothell said there are situations where people are afraid of reprisal, and stated that she does not want to silence a citizen. Mr. Dunn suggested that the correspondence could be sent to the District Attorney who could render an opinion and keep the correspondence for future reference.

Commissioner Bothell stated that reviewing anonymous letters in an executive session is a good idea. She said the fact that the letter is anonymous makes it difficult to investigate or verify, but presumes that if someone sends such a letter, there must be a reason. Chairman Shriver said there is a problem with soliciting anonymous letters. Commissioner Bothell said that no one solicited an anonymous letter. Chairman Shriver referenced the letter received in July that stated it was solicited. Commissioner Bothell stated that she did not solicit the letter.

Commissioner Glover stated that the grievance policy came up because of the way the anonymous letter was handled. He said a structure is needed for handling such letters to protect the Board. He said the structure should encompass both sides. He also said that if the writer of an anonymous letter does not put his or her name on it, he or she does not have "much of a dog in the fight." Chairman Shriver explained that anonymous letters have been received in the past and their merit was determined. Ms. Wisdom added that what is missing from the policy is how to handle anonymous letters. She will rework the policy with Mr. Dunn's assistance. Commissioner Bothell said this will help. She asked where the template for the grievance policy presented was found. Ms. Wisdom said it was based on the DSS internal policy.

Commissioner Bothell said she did not see how to address a grievance brought about a department head. Ms. Wisdom said she would add this information to the policy.

Mr. Dunn said that anonymous letters should not be thrown away because they could be used for discovery. Ms. Wisdom asked Mr. Dunn how to handle anonymous telephone calls. Mr. Dunn said to hang up. If the allegation is serious, such as a criminal act, something should be done. If the call is simply a complaint, no action should be taken. Ms. Wisdom said she would continue to work on the grievance policy.

Mr. Dunn reported that the Clerk and Recorder's Office has received a subpoena to produce documents from attorney Keith Vance, regarding the lawsuit against the jail. Mr. Dunn is

coordinating with the attorney in Denver to determine what documents to produce. Mr. Dunn also reported that Cindy Atencio is working on encumbrance reports with regard to the Summitville land exchange.

Commissioner Bothell asked if there is a reason that Mr. Dunn does not attend more BOCC meetings. Chairman Shriver explained that this is a matter of finances and that Mr. Dunn attends meetings on a case-by-case basis. Mr. Dunn said he is happy to attend meetings anytime.

At 10:35 a.m., Marty Galvin, Senior Finance Manager, Office of the State Court Administrator, was present to discuss the Underfunded Courthouse Grant. Ms. Wisdom explained that the County applied for and was approved to receive this grant in 2015, but nothing was done with the funds. The County received extensions, but now the project needs to move forward.

Mr. Galvin explained that the grant program provides money for counties whose courthouses need improvement. A total of \$700,000.00 was appropriated for the grant; \$2 million will be appropriated for the next two years. To be approved for the grant, a county must meet these criteria: the county must fall below the median population; the county must fall below per capita income; the county must fall below the median property tax revenue; and the county must be above the State level of people living below the poverty line. Rio Grande County meets all four criteria. Mr. Galvin reported that one member from the Hinsdale and Alamosa County Commissioners are members of the grant commission.

Mr. Galvin said there are three grant rounds; \$5 million in grants have been awarded in the State. The next grant application is due October 13, 2017. The original grant funds received in 2015, were to be used for a courthouse master plan and for the renovation of the jury room. The portion of the grant to be used for the jury room was reimbursed to the commission. Mr. Galvin asked how the courthouse master plan would be created. He said the grant funds could be used to create the master plan, including consulting on the needs of the courthouse, for matching funds, etc. He said the Underfunded Courthouse Grant requires no matching funds. He said the original appropriation was \$25,000.00. The County was to provide \$5,000.00. The commission awarded an additional \$10,000.00. The total grant was for \$40,000.00.

Chairman Shriver explained that the process started with analyzing the space needed in the courthouse, especially because the District Attorney's office is in the courthouse (the County does not charge rent for the DA's office). She said more space is needed for the Department of Public Health and the Administration office. She said the Board received a draft contract from Alamosa County that was to be used as a template and reformatted to apply to Rio Grande County. Then the project became a low priority.

Ms. Wisdom asked if the master plan would include the needs of the courthouse. Mr. Galvin said that matching funds can only be used for court-related needs, such as probation and courtrooms. The funds cannot be used to remodel the Treasurer's or Assessor's Offices. The funds must relate to the judicial uses of the courthouse. The master plan will review the courthouse complex and operations. A decision as to whether a new courthouse is needed will be made after the review of the campus. Chairman Shriver reported that some remodeling has been completed, and said that other needs for space should be determined.

Ms. Wisdom asked if the commission has consultants who could review the complex. Mr. Galvin said it does. He also said that other master plans have not reviewed other county buildings, but the commission understands what was awarded to Rio Grande County.

Commissioner Bothell stated that the Del Norte school is applying for a BEST grant to build a new school. She asked if the grant funds could be used to remodel one of the old school buildings. Mr. Galvin said it might be possible if the building was used for the operation of the courts. He said the grant has funded new buildings and remodeling of existing buildings. He said the consultant will help with the assessment of this building and other County buildings. Chairman Shriver said a master plan is needed before the project can move forward. She asked when the master plan is due. Mr. Galvin said that a year's extension was granted and that the master plan would be due the end of this year, which is likely not possible. He said the commission wants to be as flexible as possible, and noted that the commission is more flexible than the Department of Local Affairs. Mr. Galvin said that the legislature asks how the grant funds will be used. The commission will meet in December to make grant awards and will need to know if the \$40,000.00 awarded to Rio Grande County would be available for other counties or eventually used in the County.

Chairman Shriver recommended that the County move forward with the courthouse needs assessment. Mr. Galvin said that the commission will need to know plans for funding, and plans

for the building. Ms. Wisdom asked if the commission would be comfortable if requests for proposals were issued by October 17, 2017, and asked if the commission would need other assurances that the County will move forward. Mr. Galvin said that the commission could grant another extension if the County demonstrated that it is moving forward. He said that Rio Grande is a high priority county. If the County can prove that it is taking steps to move forward, the grant should be awarded again with a six-month term. Chairman Shriver recommended that the RFP be drafted and an extension to July 2018 be requested. Mr. Galvin said that the commission may request a telephone conference with a County representative. Chairman Shriver also suggested involving Judge Pattie Swift and Court Administrator Christina Gallegos.

Mr. Galvin said that local and BOCC support is needed for the concept. Ms. Wisdom said that voter support will be needed. Mr. Galvin said that he has seen voters not support these projects, but that counties have reserved money and obtained grants so that an increase in sales tax was not needed.

Ms. Wisdom said she will request an extension by October 16, 2017, and draft the RFP. She will also request letters of support from Judge Swift and Ms. Gallegos. She requested a list of contractors. Mr. Galvin asked for a copy of this meeting's minutes when they are available and noted that Judge Swift signed the original grant application. He will send a list of consultants and a draft RFP to Ms. Wisdom. The consensus of the Board was to move forward with the Underfunded Courthouse Grant.

At 11:15 a.m., Marilyn Wagner, Senior Loss Analyst, CTSI, and Kristy Dennis, Human Resources, were present. Ms. Wagner reported that there have been changes within CTSI's loss-prevention team. She will be the County's loss-prevention contact through 2018. She explained that her background is in the insurance industry, and she will provide training to County employees. This training can be with new classes or classes presented previously. Ms. Wagner reviewed CTSI's services and noted that many of these services can be found online. Ms. Wisdom stated that CTSI is very responsive.

Ms. Wagner explained that the County's Casualty, Auto, and Property Pool covers liability for County premises, public officials, employment, and automobiles. A total of \$1.5 million was returned to counties in 2016; Rio Grande County received a total of \$17,000.00 and received a fee discount of \$782,000.00. The County's base contribution is \$203,000.00. The County's loss factor is 0.78 (this can increase to 0.83). This is based on information from the oldest three years of the last five years.

Ms. Wagner explained the loss report for all Colorado counties. There was a spike in claims in 2014, due to embezzlement. She showed Rio Grande County's claims from 2012 through 2016:

	Frequency
Law Enforcement:	13
Road and Bridge:	8
Administration:	3
Social Services:	3
Landfill:	3
Others:	1

	Severity
Landfill:	\$407,836.00
Law Enforcement:	\$ 88,244.00
Road and Bridge:	\$ 29,480.00
Social Services:	\$ 17,813.00
Administration:	\$ 15,000.00
Others:	\$ 2,011.00

Ms. Wagner showed Rio Grande County's accidents and their costs from 2012 and 2016:

	Frequency
Vehicle Backing:	4
Vehicle Loss of Control:	3
Vehicle Rear End Accident:	3
Vehicle Struck Animal:	3
Falling or Thrown Object:	2
Others:	16

Severity

Fire, Smoke, Explosion:	\$405,000.00
Suicide or Attempted:	\$ 47,142.00
Vehicle Struck Animal:	\$ 21,403.00
Vehicle Failure to Allow Clearance:	\$ 18,519.00
Vehicle Rear End Accident:	\$ 17,813.00
Others:	\$ 50,000.00

Ms. Wagner asked if there are trends in claims and if they could be reduced. Chairman Shriver described a situation where the County took action to reduce falls. Ms. Wagner asked if the County has a safety committee. Ms. Dennis said that employees are safety minded. She added that the Maintenance Department often presents ideas. Ms. Dennis said that 34 classes have been offered to County employees and have been presented to more than 600 people. Ms. Wagner gave Ms. Dennis a list of CTSI classes, and stated that claim reports are completed quarterly.

Ms. Wagner explained the County Workers' Compensation Pool. There is a total of \$18.1 million in equity in this pool. A total of \$983,000.00 was returned to all members. Rio Grande County's base is \$129,000.00, with a loss factor of 0.92. The County received a credit of \$118,000.00, and the 2017 contribution decreased to \$93,000.00.

Ms. Wagner presented the County's Worker's Compensation claims by division from 2012 to 2016:

Frequency

Law Enforcement:	13
Road and Bridge:	13
Administration:	9
Social Services:	7
Health Department:	1
Others:	1

Severity

Law Enforcement:	\$23,405.00
Road and Bridge:	\$10,438.00
Administration:	\$10,355.00
Social Services:	\$ 4,964.00
Health Department:	\$ 116.00
Others:	\$ 0.00

Ms. Wagner presented the County's Workers' Compensation claims by accident from 2012 to 2016:

Frequency

Slip, Trip, or Fall:	13
Struck Object:	6
Lifting:	5
Inmate Related:	3
Cumulative Trauma:	2
Others:	15

Severity

Slip, Trip, or Fall:	\$19,132.00
Arrest Related:	\$ 6,451.00
Struck Object:	\$ 5,937.00
Traumatic Incident:	\$ 4,406.00
Cuts:	\$ 3,500.00
Others:	\$ 9,851.00

Ms. Wagner stated that the severity of claims in Rio Grande County is fairly low. Chairman Shriver asked if these figures compare to an urban area. Ms. Wagner said that most CTSI members are rural. She added that it is possible that fewer claims are submitted. Ms. Wagner suggested reviewing the accidents to see how they can be prevented. Ms. Dennis said that

some accidents are reported, but claims are not filed. She noted that the location of the County is a cause of slips and falls.

At 12:01 p.m., Ms. Wisdom distributed the Rio Grande County Museum’s newsletter, which she said was interesting.

Commissioner Glover moved to approve the August 30, 2017, minutes with changes. Commissioner Bothell seconded the motion and the motion carried.

Commissioner Bothell moved to record the BOCC meetings. Commissioner Glover seconded the motion and the motion carried. Commissioner Bothell reported speaking with WSB Computer Services, who said that recording equipment will cost \$6,000.00. Because this amount is more than \$5,000.00, bids for the equipment will be sought. Chairman Shriver asked when the recording would begin, noting that equipment is needed and the type of equipment needs to be determined. Ms. Wisdom said storage of the recordings also needs to be discussed.

At 12:20 p.m., Chairman Shriver asked if the Board should meet with all department heads regarding their budget requests, even if their requests are similar to previous requests. Commissioner Glover said the Board should not meet with the department heads. Ms. Wisdom reported that most department heads are comfortable with their requests and that most of the changes relate to salary requests. She said that most requests have been received; the Maintenance Department, Weed District, and airport requests have not been received. Ms. Wisdom said that a meeting could be scheduled for September 27, 2017, at 9:00 a.m. to meet with department heads. She noted that insurance costs will affect salary increases. Ms. Wisdom said the Land Use Department would have costs for the code book revision; the Building Department has requested no changes; the Clerk and Recorder’s Office will have election costs; the Treasurer’s Office has requested a new hire and new equipment. Commissioner Glover suggested meeting with all department heads rather than debate about which ones with which to meet. A budget work session with department heads was scheduled for September 27, 2017, at 8:00 a.m. The regular BOCC meeting will convene at 1:30 p.m.

At 12:31 Commissioner Glover moved to adjourn the meeting. Commissioner Bothell seconded the motion and the motion carried. 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, September 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 1:30 p.m., Chairman Shriver called a public hearing to order. Dixie Diltz, Land Use Department, and Steven Valdez, Workers Union Cemetery, were present. Ms. Diltz explained that the Workers Union Cemetery, located on west Highway 160, has requested a change of zoning from agricultural estate to commercial. Notice of the public hearing was published in the Monte Vista Journal on August 16, 2017. Notification of the request was sent to neighbors on September 8, 2017. Ms. Diltz reported that she received one response from John Boutwell on behalf of Jack Boutwell, who owns adjoining property west of the cemetery. Ms. Diltz discussed the application with Mr. Boutwell. Mr. Boutwell, whose property is zoned commercial, is not opposed to the zoning change.

Mr. Valdez explained that the zoning change is being requested because the Colorado Department of Transportation does not allow billboard advertising on noncommercial land. The Workers Union Cemetery intends to use the income received from the billboard rental to remove weeds, build a fence, and pave the road on the property. The cemetery is not used very much, so does not generate enough income to complete these projects. Advertising will help provide

the cemetery with stable income. Mr. Valdez said that families with plots at the cemetery do not oppose the billboards.

Ms. Diltz reported that the 6.5 acre property has been taxed as vacant commercial property, rather than agricultural estate since 2016, according to the Assessor's Office. She also explained that the land that is used as gravesites are tax exempt; other land on the property is taxed. She stated that the change of zoning is reasonable because adjacent property is zoned commercial.

Tracy Gosar was present, and clarified the location of the property. She stated that she is supportive of the zoning change. Charles Spielman, Monte Vista Cemetery, was also present and asked for an explanation for the requested zoning change. Mr. Valdez explained the request. Mr. Spielman expressed no opposition to the change in zoning.

Commissioner Bothell moved to approve the zoning change for the Workers Union Cemetery from agricultural estate to commercial. Commissioner Glover seconded the motion and the motion carried. Book 587 Page 2322

At 1:39 p.m., the public hearing was closed.

At 1:40 p.m., Brandon Willms, Assistant District Attorney, was present. He invited the Board to contact the District Attorney's office if it has questions about the District Attorney's budget. Ms. Wisdom invited Mr. Willms to attend the budget work session scheduled for Friday, September 29, 2017.

At 1:44 p.m., Chairman Shriver called the Board meeting to order. Commissioner Bothell gave the opening prayer, and the Pledge of Allegiance was said. Commissioner Glover moved to approve the agenda with the additions of a discussion about recording the minutes and an executive session during the meeting of the Board of the Department of Social Services. Commissioner Bothell 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 September 13, 2017, minutes with changes. Commissioner Glover seconded the motion and the motion carried.

The consent agenda, which included the September 2017 end-of-month vouchers, the September 2017 payroll, the San Luis Valley Emergency Management Memorandum of Agreement, and the 2016 Hazard Mitigation Plan Resolution was presented. Commissioner Glover moved to approve the items on the consent agenda. Commissioner Bothell seconded the motion and the motion carried. The 2016 Hazard Mitigation Plan Resolution is recorded in Book 588, Page 1364.

September 2017 Mid-Month Vouchers

VENDOR	SERVICE	AMOUNT
Alta Fuels, LLC	Inv Cont 153416/Acct#1935	\$2,321.51
Brown's Septic Svc Inc.	8/1-8/31/17 Service	\$76.00
CDHS Central Accounting	Surcharge	\$14.00
CenturyLink	Acct# 7196579017478	\$148.03
CenturyLink	7196572744943 Revised Closing Statement	\$0.32
Chris Leist	Mileage	\$139.50
Chris Leist	Meals at CATA Conf.	\$36.82
Chris Ortiz	Mileage for June, July	\$443.25
Colorado Depart. of Revenue	August Fuel Sales Tax	\$469.00
Colorado Dept. of Health	Annual Permit Cor900254	\$185.00
Conduent Business Solutions, LLC	Monthly Service	\$2,624.96
Costilla County Public	EPSDT Contract Billing	\$2,140.00
Del Norte Auto Supply	Acct# 7050/Vinyl Tubing	\$2.17
Del Norte Auto Supply	Acct# 7046	\$65.52
District Attorney Office	9th Portion of the 2017 Budget	\$15,000.00
Dwight Freeman	Work Session & Mileage	\$63.50
Gobins, Inc.	Acct#21609/Also Inv#124489	\$88.82
Gobins, Inc.	Acct# 21611	\$33.08
Grover Hathorn	Work Session & Miles	\$65.30

Gunbarrel Station, Inc.	B-41, L-24, 136, A-12	\$150.00
Haynie's Inc.	Acct# 7068	\$8.58
Haynie's Inc.	Acct# 7072	\$11.14
Ida Salazar	Meeting Miles	\$299.70
Isabela Arellano	Monthly Pay August	\$1,046.00
Jack's Market	Acct4000	\$149.32
Jade Communications, LLC	Acct#2938	\$96.92
Ken's Service Center	Inv Cont 4776, 47722, 47367, 47622, 47519/Acct RGSO	\$1,080.21
Ken's Service Center	Replaced Brakes on Blue Ford Edge	\$533.00
Kristi Hillis	Monthly Pay	\$1,209.23
Lake County Health Dept.	August Statement	\$725.00
Leonard Brown	Work Session and Miles	\$50.00
Leonard Brown	Work Session & Miles/Reissue this Check	
Leonard Brown	147024 Was Lost	\$50.00
Leslie Lopez	Monthly Pay August	\$961.95
Master Print & Web Design, Inc.	Updates to Web Site	\$16.25
Meadow Gold Dairies, Inc.	Acct #1052229	\$316.68
Monte Vista Journal	1 Year Renewal	\$34.75
O & V Printing, Inc.	Checks	\$91.17
Peggy J Kern	Mileage August	\$10.35
Penny Plummer	August 2017 Monthly Pay	\$2,490.39
Pro Com	Pre-Employment	\$37.00
Pro Com	Pre-Employment	\$37.00
Pro Com	Dot Compliance & Reasonable Suspicion Training	\$100.00
Rio Grande County	16Shsg17 Coemgrants Training/Mileage	\$229.50
S & S Distribution, Inc.	Water	\$18.00
Shamrock Foods Company	Acct# 86268	\$3,049.06
Sherwin-Williams Inc.	Highway Paint Handicap/Blue	\$166.80
SLV Auto Repair, LLC	Acct# 0991	\$82.46
Summit Market	Acct# 4000	\$19.26
Suntrust Equipment, Corp	Customer# 405344/Contract# 443-4008845-001	\$10,547.00
Torres Plumbing & Heating, LLC	Leak on Flush Valve Pod A/Pod C Repair Water Not Shutting Off	\$1,000.77
Total Office Solutions	Acct# 21609	\$155.96
Town of Del Norte	Customer#'s 1512.01/1892.01/1822.01	\$375.38
Valley Courier	48 Months	\$105.00
Valley Courier	Ad for Cook	\$164.25
Valley Electric, Inc.	Fire Alarm	\$157.50
Valley Equipment Leasing, Inc.	Acct#RGCMV	\$4,546.72
Valley Publishing	1 Year Subscription Monte Vista Journal	\$34.75
Valley Publishing	Ad Court Security and Cook	\$113.25
Valuwest, Inc.	Commercial Reappraisal Pymt	\$3,000.00
Verizon Wireless	Acct# 765509857-00002	\$161.09
Verizon Wireless	Acct# 765509857-00004	\$1,258.83
Verizon Wireless	Acct# 765509857-00005	\$192.50
Verizon Wireless	Acct#765509857-00006	\$257.58
Victim Assistance Fund	Surcharge VA	\$14.00
Waste Management	Acct#'s Dn-0967632-2521-4/Mv-0967633-2521-2	\$249.36
Waxie Sanitary Supply	Acct# 32319-1	\$976.87
WSB Computer Services	Remote Mgmt and Alerting	\$21.00
Xcel Energy	Acct# 53-1083310-0	\$1,953.30
Xcel Energy	Acct# 53-1143312-0	\$13,437.78
Total		\$75,709.39

September 2017 End-of-Month Vouchers

VENDOR	SERVICE	AMOUNT
Airgas USA, LLC	Oxygen Rental	\$201.45
Alamosa Co Nursing Svc	May June 2017 Tob Sub Contract Payment	
Alamosa County	EPSDT Pymt	\$8,729.76
All Truck and Trailer	2015 M&A/September Rent 2017	\$300.00
	Inv Cont - 001P52244009P178128/Cust# 68623	\$547.56

Blueglobes, LLC	Isolation Transformer, Heatshrink Kit	\$310.11
Brown's Septic Svc Inc.		
Business Solutions Leasing, Inc.	Agreement #101-1260978-000/Copy Lease	\$60.10
CEI Enterprises, Inc.	Hot Plant Repairs	\$3,530.16
CenturyLink	7196573454	\$58.90
CenturyLink	7198735588	\$52.28
CenturyLink	7196579167029	\$65.39
CenturyLink	7196570646508	\$159.94
Chris Ortiz	Monthly Miles	\$116.10
Chris Ortiz	Miles to Meetings	\$27.00
Ciello Powered by SLVREC	Acct# 7000703800 9/10-10/10/2017 & Internet	\$97.47
Ciello Powered by SLVREC	Acct# 7000751300	\$561.66
Ciello Powered by SLVREC	Acct# 7000751200	\$442.31
Ciello Powered by SLVREC	Acct# 7000708800	\$59.95
Ciello Powered by SLVREC	Acct# 7000758500	\$97.75
Co. Bureau of Investigation	Acct# Co0530Ccw	\$52.50
	Class Registrations for JJ Mondragon, Maria Sierra, Tim Carden	\$185.00
Colorado Division Of		
Conduent Business Solutions, LLC	Indexing & Imaging - Land Records July 2017	\$1,339.20
Conejos County Nursing	May June 2017 Tobacco Sub Contract	\$7,675.28
Costilla County Public	EPSDT Contract Billing September 2017	\$2,140.00
Costilla County Public	May June 2017 Tob Sub Contract Pymt	\$8,815.22
Dianne Koshak	Mileage to Meetings	\$62.10
Division of Reclamation	Pit Permit #M-1978-066	\$1,114.00
	Mileage Alpine, SF Creek, MV/Training Meals/ Meeting Miles	\$86.35
Dixie Diltz		
Drive Train Industries, Inc.	Drum	\$185.34
Early Childhood Council	August 2017	\$1,666.67
Edifice Creative, LLC	Monthly Tourism Engine	\$41.03
El Paso County Coroner	Customer# 451135	\$4,200.00
	1/2 Page Ad in Elevation Out Doors/Summit Publishing	\$770.00
Elevation Outdoors, LLC		
	Miles to Planning Mtng Regional Coordinator, Tob Policy CALPHO Mtng	\$130.60
Emily Brown		
	Acct#4804079969931595/Shsg 2015 Proj1 L2 - Proj1 L2 M&A/2016 Proj1 L3	\$13,511.55
First Bankcard		
Gobins, Inc.	Service Contract #1463-01 /Acct# 13756	\$461.19
Gobins, Inc.	Acct# 21609/Contract #2725-01	\$31.50
Gobins, Inc.	Acct# 13756 Service Contract	\$64.76
Gobins, Inc.	Acct# 13756	\$182.93
Grainger Parts	Band Saw Blade	\$246.00
Great America Financial	Agreement# 025-1070947-0000	\$349.13
Great America Financial	Agreement #015-0875980-000	\$452.00
Great America Financial	Agreement #016-0939369-000	\$136.17
Gunbarrel Station, Inc.	Truck Tires	\$628.00
Haynie's Inc.	September Statement	\$1,369.62
Ida Salazar	Mileage	\$19.82
J. & J. Rental Centers, LLC	Cust#4658	\$110.00
Jean Borrego	2015 Proj1 Planning/M&A Supp/Mat Verizon	\$536.45
Jean Borrego	2016 Proj1 Planning/Coord Salary	\$5,000.00
Ken's Service Center	R Edge, Lof, Inspect for Noise	\$43.75
Ken's Service Center	Truck Oil Change	\$53.38
Kimberly Bryant	Monthly Pay August 2017 Sim	\$2,145.00
Leroy A Romero	September Monthly Cleaning	\$150.00
Master Print & Web Design, Inc.	Search Engine Optimization, Fix Website Galleries	\$165.00
Mobile Record Shredders, LLC	Shredding	\$65.00
Mona Syring	Clerk to The Board August	\$470.80
Monte Vista Chamber	Non Profit Room Rent	\$20.00
	Inv Cont - 17268 58818 61375 61941 16877 61157 60016 31366 61363 36695 60523 60545	\$776.41
Monte Vista Cooperative		
Monte Vista Machine Tool	Sleeve Hub for Seal	\$76.78
Myers Brothers Truck and	Inv Cont - 30570 30859	\$645.63

Tractor, Inc.		
Peggy J Kern	Miles to Bank and Post Office Sept	\$9.00
Pitney Bowes, Inc.	Acct# 0016457644	\$295.50
Pitney Bowes, Inc.	Acct# 0016457644	\$105.00
Pro Com	Acct RGSO	\$37.00
	Estimated Postage for Coordinated/Election -	
Response Technologies, Inc.	November	\$1,279.63
RG & Associates, LLC	Land Use Code Assessment	\$2,223.00
Rio Grande County	Battery for Loader	\$213.48
Rio Grande Hospital	Lab Collection Fee/Maintenance	\$34.00
Rio Grande Services	Acct RGSO/Install New Oven in Jail	\$302.70
Rock Water Management, LLC	September Rent	\$450.00
Rockmount Research & Alloys, Inc.	Electra - Welding Supplies	\$307.44
Rocky Mountain Home	Bug Insect Repellent	\$29.98
Rocky Mountain Plumbing	Gas Pipe	\$57.20
Saguache Co Public Health	May June Tob Sub Contract Pymt	\$4,761.54
San Luis Valley Federal	Loan Number3 01 800049 19	\$191,328.27
SLV Behavioral Health Group	Sim June 2017/Behavioral Health Group	\$5,711.64
	Accts -	
	1337000605/7000235200/7000524700/700054140	
SLV REC	0	\$503.00
SLV REC	Sf-4699010705/Dn-759843705	\$185.00
Southern Colo. Computer	Ribbon	\$29.98
State of Colorado	Renewals	\$444.62
Suncor Energy	920890833 920924221 920947851	\$49,198.70
Top Value	Trash Bags and Insect Ribbon	\$15.71
Total Office Solutions	Acct# 13756/Checks, Pen Refill	\$68.29
United Rentals, Inc.	Barrier Wall Lifting Device /Equipment	\$3,600.00
United Reprographic	Acct# 6573334/Maintenance Agreement	\$109.71
Valley Courier	Ad for Custodian	\$159.75
Valley Courier	Subscription Renewal 1 Year	\$100.00
Valley Equipment Leasing, Inc.	Inv Cont - 79964 81786	\$7,022.11
Valley Lumber and Supply, Inc.	Inv Cont - 7306568/Concrete, Timbers	\$125.72
Valley Publishing	Custodian Ad in Paper	\$48.00
Valley-Wide Health System	Acct# 56345	\$314.00
Vaxcare, Inc.	Vaccines	\$979.00
Vernon Keith	Transport Meal	\$4.17
	Inv Cont - P03C0449338, P03C0449933,	
	P03C0449337	\$866.16
Wagner Equipment	2016 Audit	\$26,725.00
Wall, Smith, Bateman, Inc.	Auditors	\$3,050.00
Wall, Smith, Bateman, Inc.	Audit	\$1,525.00
Wex Bank	Acct# 0406-00-819100-9	\$445.97
Wex Bank	Fuel	\$21.13
Wex Bank	Acct#0406-00-819102-5	\$581.47
Wex Bank	Acct# 0406-00-821424-9	\$3,737.79
William F. Dunn	Legal Fees	\$1,518.75
	Travel Expenses for Avalanche Show in	
Wolf Creek Ski Area, Inc.	Albuquerque 9/29-10/4/2017	\$1,000.00
WSB Computer Services	Solid State Drive/Crucial 4Gb	\$907.00
WSB Computer Services	Maintenance Agreement	\$1,815.00
WSB Computer Services	Acct RGSO/Remote Management and Alerting	\$21.00
	Dell Printer W/Topaz USB Electronic Signature	
WSB Computer Services	Capture Pad	\$579.00
TOTAL		\$384,438.46

September 2017 Payroll

County General	\$197,169.83
Road and Bridge	\$ 76,606.71
Social Services	\$114,792.46
Weed District	\$ 4,943.17
Airport	\$ 702.52

Public Health	\$ 18,085.55
TOTAL	\$412,300.24

At 1:50 p.m., Chairman Shriver stated that in an earlier work session, a discussion was held regarding the motion to record the BOCC minutes made in the September 13, 2017, meeting. The discussion involved rescinding that motion until the Board has time to research the topic and the equipment needed. Commissioner Glover said that the topic should be put on the back burner until it can be researched. Commissioner Bothell moved to rescind the motion until further research regarding State statutes, equipment, and procedures can be conducted, noting that the topic will be revisited at a later date. Commissioner Glover seconded the motion and the motion carried.

At 1:52 p.m., Ms. Wisdom presented a tax abatement petition in the amount of \$4,276.76, for High Valley Community Center. HVCC is a nonprofit organization and should not be charged property taxes. Commissioner Bothell moved to approve the tax abatement. Commissioner Glover seconded the motion and the motion carried.

Ms. Wisdom requested approval of a memorandum of agreement with the Colorado Department of Revenue to allow her access to a confidential website with information about lodging taxes. The site is confidential because it shows the taxes paid by each business. Commissioner Bothell moved to appoint Ms. Wisdom to have access to the Colorado Department of Revenue website. Commissioner Glover seconded the motion and the motion carried.

Ms. Wisdom distributed a written report from Patrick Sullivan, Road and Bridge Department.

Ms. Wisdom reported receiving the 2018 service plan with WSB Computer Services in the amount of \$2,500.00 per month. This is an increase from \$1,800.00 per month. Ms. Wisdom explained that the increase is due to additional work in the Administration office and in other departments. Ms. Wisdom stated that the rate of \$45.00 per hour is a good rate. Jody Kern, Department of Social Services, was present and stated that professional service contracts in amounts of more than \$2,500.00 annually entered into by DSS must be approved at the federal level. She requested a copy of the WSB contract so that she can obtain federal approval.

Ms. Wisdom reported that Upper Rio Grande Economic Development has requested \$10,000.00 for its program; Ms. Wisdom distributed information. Commissioner Glover said that he would like to see the organization be more than a Chamber of Commerce governing body. Ms. Wisdom stated that the organization's focus should be local.

At 2:00 p.m., the Board adjourned to the Board of the Department of Social Services.

At 3:01 p.m., the meeting resumed. Emily Brown, Department of Public Health, was present to update the Board.

Ms. Brown reported having an employee working at La Llave. She asked the Board to let her know if there are any issues of which she needs to be aware.

Ms. Brown reported that the Department has a new logo. It will be used with the Rio Grande County logo.

Ms. Brown reported that flu clinics are scheduled:

- October 9, 2017 – Tri-County Senior Center, Monte Vista, 9:00 a.m. to 12:00 p.m.
- October 10, 2017 – Del Norte Annex, Del Norte, 3:00 to 6:00 p.m.
- October 17, 2017 – Chamber of Commerce, Monte Vista, 3:00 to 6:00 p.m.
- November 11, 2017 – South Fork Fire Station, South Fork, 7:00 to 10:00 a.m.

Clinics in Sargent, for the Forest Service, and at Jack's Market need to be scheduled. Ms. Brown reported that there have been some hospitalizations due to the flu statewide. She said it is early; cases of the flu are not usually tracked until October. She said when this strain of flu is detected, it is usually a harder flu season.

Ms. Brown reported that Vaxcare helps supply the needed vaccines. The Department has 500 or 600 vaccines on hand at this time. Private vaccines are purchased from Vaxcare and are used for people with insurance or who can pay individually. Public vaccines come from the State and are used for uninsured people.

Ms. Brown reported that there will be an IZ/VFC (Vaccines for Children) site visit on October 18, 2017. She said this will be an intense visit.

Ms. Brown reported that the Department is distributing tobacco quit kits to Valley Wide Health System physicians. She also reported that the 2017 Neonatal Substance Exposure Awareness Symposium IV will be held on October 12 and 13, 2017, from 9:15 a.m. to 3:30 p.m., at the Rodeway Inn in Alamosa. A Communities that Care youth symposium will be held on October 26, 2017, from 9:00 a.m., to 2:00 p.m., at the New Life Church in Alamosa. Of the 14 schools in the Valley, 11 will be sending students. The focus is on freshmen and sophomores.

With regard to the Child Fatality Review Prevention Team intergovernmental agreement, Ms. Brown said that Conejos County has not yet returned the agreement. She noted that the Conejos County Director of Public Health is leaving her position, which will change this partnership. The cash clinic in Conejos County is being closed.

Ms. Brown reported that a request for proposal has been posted online for a Health Care Coalition Coordinator. This is a 30-hour per week position and the salary is \$30 per hour. Candidates must have a background in emergency preparedness.

There will be a Threat and Hazards Identification and Risk Assessment meeting on September 28, 2017, at 10:00 a.m. Ms. Brown will determine if Emergency Manager Chris Ortiz will be attending the meeting.

Ms. Brown reported that Bill Sauvigne will be able to build the cabinet for the audio/visual equipment in the Annex soon. Commissioner Glover asked if the equipment could be stored in an emptied room. Ms. Brown said that one screen is permanently mounted on a wall and might be hard to move. She said it would be more convenient to be able to plug into one device. She will discuss this with WSB Computer Services. Commissioner Glover said he looked at a bookcase with no back that could be used, but said he did not think it would be good. Ms. Brown said she would continue to look for a cabinet.

Ms. Brown reported that she is working with County Attorney Bill Dunn on a letter notifying a property owner that the property will be condemned if it is not cleaned up.

There will be a Colorado Department of Public Health and Environment Risk Management System visit on September 29, 2017. Ms. Brown said these visits are scheduled every two or three years, and all grants are reviewed during the visit.

There will be a board of Health Meeting on September 28, 2017. The new director of the Colorado Association of Local Public Health Officials will conduct a regional visit on October 19, 2017.

Ms. Brown and the Board discussed the Department's 2018 budget requests.

At 3:35 p.m., Louise Colville, Rio Grande County Museum, was present to update the Board.

Commissioner Glover reported that more electrical outlets are needed in the Museum. Ms. Colville said more outlets will help with the computer and scanner. Commissioner Glover said he would review the needs with Ms. Colville. Ms. Colville said the outlets are her biggest concern. She said the office needs to be rearranged so that a desk can be moved in and the gift shop will not be used as an office. Ms. Wisdom said that a new computer is needed, which can be funded by the Museum board. She said there is no charge to the Museum for using the Administration's server.

Ms. Colville said the Museum windows have not been painted. Ms. Wisdom said that metal overlays are being put on the windows; the windows are not being painted. She said the project is nearly complete. Chairman Shriver said this is a low-maintenance treatment for the windows.

Ms. Colville said that the gift shop business was good this year.

Chairman Shriver asked if the Museum Assistant was working well. Ms. Colville said there were some challenges, but the assistant is doing well.

Ms. Wisdom said that \$7,000.00 has been budgeted for repairs and maintenance at the Museum, so the outlets could be installed this year. Commissioner Glover said decisions need to be made as to where to install the outlets and then a bid can be sought. Chairman Shriver said the area needs to be evaluated and brought up to code. Commissioner Glover said it needs to be determined if the exhibit displays need to be updated. Ms. Colville said that outlets are needed in the offices and that display areas and gallery are good as they are. Commissioner Glover will review the needs with Ms. Colville and then an electrician will be sought.

Ms. Wisdom said that the Museum's 2018 budget is straightforward. Ms. Colville that class and conference registrations and mileage are general operating line items, and are used very seldom.

Ms. Wisdom said water costs are under control at the Museum. The bills are lower. Commissioner Bothell said this problem was put off for years. Commissioner Glover said it was put off for four-and-a-half months during the summer, and then a new meter was installed by the Town of Del Norte. Ms. Colville said the Museum was watering the lawn too much and has now reduced the timing. Ms. Wisdom said there is still a problem with the meter because the Museum is paying more for water than the courthouse pays.

The Board and Ms. Colville discussed the Museum sign and what might be needed to improve it. Chairman Shriver asked Ms. Colville to ask the sign makers for ideas. Ms. Colville suggested cutting nearby trees to make the sign more visible. Commissioner Glover suggested finding a refurbished sign.

At 3:50 p.m., the Workers Union Cemetery zoning change resolution was signed. Payroll and vouchers were signed.

Commissioner Bothell moved to ratify the payment from the Road and Bridge Department to Suncor Energy for oil in the amount of \$49,198.70. Commissioner Glover seconded the motion and the motion carried.

At 3:57 p.m., Commissioner Glover moved to adjourn the meeting. Commissioner Bothell seconded the motion and the motion carried. The meeting was adjourned.

Attest:

Karla Shriver, Chairman
Chairman of the Board

Mona Syring
Clerk of the Board