

Moffat County Board of County Commissioners
221 W Victory Way Suite 130 Craig, CO 81625

January 19, 2021

In attendance: Donald Broom, Chair; Tony Bohrer, Board Member ; Melody Villard, Board Member; Erin Miller, Deputy Clerk & Recorder; Josh Carney ; Jeff Comstock; Rebecca Tyree; Roy Tipton; Dimitar Tzerovski; Dan Miller; Jerry Hoberg; Jayne Morley; Allison Cutler; Lois Wymore; Lennie Gillam; Lloyd Powers

Call to Order
Pledge of Allegiance/Moment of Silence

Commissioner Broom called the meeting to order

Broom made a motion to approve the amended agenda as presented. Villard seconded the motion. Motion carried 3-0.

Consent Agenda -

Review & Sign the following documents: (see attached)

Approve minutes:

- a) January 5 & 11
- b) 2021-06: Advance from General Fund to Sunset Meadows II Fund
- c) 2021-07: Resolution for Payment of Warrants
- d) 2021-08: Resolution for Transfer of Payroll Warrants
- e) 2021-09: Appointment of Budget Officer
- f) 2021-10: Transfer of Intergovernment Funds for the month of January
- g) 2020-119: Payback of Advance from General Fund to Conservation Trust Fund
- h) Tri-State/Road & Bridge Department Purchase Order contract for 2021 Landfill Fees
- i) Treasurer Reports
- j) Department of Human Services Electronic Transactions for November
- k) Letter of Support for Maybell Diversion Head Gate Project
- l) Master Contract for Medical Director for the EMS Program
- m) DHS "Work Number" Memo of Understanding

Broom made a motion to approve the consent agenda items A-M. Villard seconded the motion. Motion carried 3-0.

Public Comments & General Discussion:

Jayne Morley asked if the Veteran's Memorial in front of the Courthouse would be moved to the new location and if so, what the timeline of the move was so the volunteers could coordinate planting of the flowers with that. Roy Tipton answered that, at this time, we are shooting for fall of 2022.

Lois Wymore congratulated the two new Commissioners on taking office. She also reminded them that they are representing all the citizens of Moffat County and their personal agendas need to go in the back seat. She also asked for the Commissioners for their impressions of what happened at the US Capitol on January 6th. The Commissioners told Lois they didn't feel it was appropriate to talk about that during Public Comment, but would be happy to talk to her after the meeting.

BOCC:

- **Change of Officers**

Villard made a motion to appoint Donald Broom as Chair of the BOCC for 2021. Bohrer seconded the motion. Motion carried 3-0. Villard moved that Tony Bohrer be appointed as vice-chair of the BOCC for 2021. Broom seconded the motion. Motion carried 3-0.

- **Ex-Officio seats (see attached)**

A workshop was held last week among the commissioners to discuss and distribute the various boards and committees responsibilities. The information will be available on the County website.

- **Volunteer Board seat selections (see attached)**

The appointments for each board were read and voted on unanimously. There were five boards that did not get any applicants, and we will continue to search for volunteers for those boards.

Staff Reports.**Road & Bridge Department – Dan Miller**

- Monthly Report:

1. Crusher – We are at the Smith pit crushing. The foreman has been out for 2 months sick so the construction foreman has been filling in.
2. The truck crew finished graveling the east end of CR 17. They are hauling from the Limestone pit to CR 21 and graveling from the CR 19 intersection north.
3. The grader crew put wings on the motor graders and have been plowing as needed. In December we spent 233 hours plowing non county roads and parking lots including the courthouse, the new courthouse, airport, senior citizen driveways, Sunset Meadows, the library, the Hamilton post office and the safety center. We also trade some plow routes with Routt County and Carbon County to avoid travel time. We plow the west 22 miles of state highway 318 in Browns Park, 317 towards the airport and 394 out of Hamilton. We get reimbursed from the state for this.
4. The bridge / mag crew has been plowing and sanding as needed. We have a small sander ordered that will fit in the back of a pickup plow truck to sand aprons and parking lots. The bridge crew and the grader crew replaced a culvert on cr 11. December isn't the ideal time of year to replace a culvert but we had to wait for traffic to ease up since we had to close the road to do the work.
5. The construction crew has been subbing in on plow routes as needed and they have also been filling in at the crusher.
6. Landfill – Things are going smoothly at the landfill. We are getting a little demo from the old hospital. We will get more once the asbestos is mitigated.
7. The office staff has been training on the new computer system. The transition is going smoothly.

Office of Development Services – Roy Tipton

- **Final Settlement letter to Ducey Electric for Loudy-Simpson Park project** (see attached)
Tipton presented the final settlement letter to Ducey Electric for the Loudy-Simpson Park upgrade project. A legal ad was published in the paper and got no response. The final settlement was for \$6,495 (including retainage).

Villard moved to approve the **Final Settlement letter to Ducey Electric for Loudy-Simpson Park project** for \$6,495. Bohrer seconded the motion. Motion carried 3-0.

- **Design Services contract w/Traenor for new Courthouse** (see attached)

Tipton explained the process that the County has gone through to get to this point. Total amount appropriated for this portion of the project is \$960,000, (based on anticipated work and square footage) but will be “chipped away” at in three phases. Bohrer asked about what we would do about items that were not provided (landscape design, etc); would we do it in-house? Tipton replied that Traenor would do that, but because we don’t have a defined scope yet, and we will be meeting with the City the first part of February to see what their requirements are to keep it minimal, to keep costs down.

Bohrer moved to approve the **Design Services contract w/Traenor for new Courthouse** for \$336,000 (first phase - with \$134,000 grant from Underfunded Courthouses). Villard seconded the motion. Motion carried 3-0.

- **Bond Attorney contract** (see attached)

At the January 5, 2021 meeting, it was voted on to contract with Stifel, Nicolaus & Company to administer the bonds for the new Courthouse project; as part of that process, we also need a bond attorney involved. We did not go out for bid, as we have worked with this attorney before, which saves us money.

Villard moved to waive the bid process for Bond Attorney. Bohrer seconded the motion. Motion carried 3-0.

Villard moved to award the Bond Attorney contract for \$70,000 to Butler & Snow. Bohrer seconded the motion. Motion carried 3-0.

Public Hearing:

9:00 am:

Planning & Zoning – Jerry Hoberg (see attached)

- S-21-01: Resubdivision of Lots 874 & 875 in Wilderness Ranch
- E-21-01: Forbes Exemption

Broom read the Public Hearing protocol.

The Planning Commission did not have a quorum; there was some discussion regarding the role that the Planning Commission plays in this process and trying to recruit enough members to complete this board.

S-21-01- Resubdivision of Lots 874 & 875 in Wilderness Ranch:

Hoberg presented the sketch/prelim information and explained that he would be back at the February 2 meeting for final approval. The owners have a cabin on Lot 874 and a pond on Lot 875; the owner wants to have the pond on the same lot as the cabin, and will then eventually sell the remaining lot.

There was no audience testimony either for or against.

Back in regular session, Villard moved to approve the sketch/prelim portion of the S-21-01- Resubdivision of Lots 874 & 875 in Wilderness Ranch. Bohrer seconded the motion. Motion carried 3-0.

E-21-01 - Forbes Exemption:

Hoberg presented information regarding property exemption in the County. The Forbes family is requesting this one time exemption for estate planning purposes.

There was no audience testimony either for or against.

Back in regular session, Bohrer moved to approve E-21-01- Forbes Exemption. Villard seconded the motion. Motion carried 3-0.

Meeting adjourned at 9:13 am

Submitted by:

Erin Miller, Deputy Clerk and Recorder

Approved by: Donald Brown

Melody Villard

Ty Bohrer

Approved on: February 2nd, 2021

Attest by: Erin Miller

