

Moffat County Board of County Commissioners
1198 W Victory Way Craig, CO 81625

January 27, 2026

In attendance: Melody Villard, Chair; Donald Broom, Vice-Chair; Tony Bohrer, Board Member; Erin Miller, Deputy Clerk & Recorder; Neil Binder; Max Salazar; Chris Nichols; Dan Miller; Peter Brixius; Jeff Comstock; Doug Winters; Tom Kleinschnitz; Kacie Green; Kirstie McPherson;

Call to Order
Pledge of Allegiance

Commissioner Villard called the meeting to order at 8:30 am

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

Consent Agenda –

Review & Sign the following documents: (see attached)

Minutes:

- a) January 13

Resolutions:

- b) 2026-11: Voided Warrants for January
- c) 2026-12: Payroll
- d) 2026-13: A/P for December 2025
- e) 2026-14: Rescinding Moffat County Resolution 2013-44 & Setting Exempt Employee Compensatory Time Off Policy
- f) 2026-15: A/P for January 2026
- g) 2026-16: P-cards

Contracts & Reports:

- h) Yampa Valley Bar & Grill/Golf Course Annual Permit Application & Report of Changes
- i) X-Field Services Salvage Metal Pickup & Disposal contract
- j) Greater Sandhill Crane week proclamation
- k) Ratify:
 - Water Court Statement of Opposition
 - Letter of Support for Rio Blanco County Disaster Declaration Appeal
 - Cemetery Tree Removal contract w/Tri County Services
 - Furnace Replacement contract w/Masterworks Mechanical

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

Please note that the Board may discuss any topic relevant to County business, whether or not the topic has been specifically noted on this agenda

Public Comment/General Discussion:

Tom Kleinschnitz, with Moffat County Tourism Association (“Visit Moffat County”), came up before the BCC to speak about the upcoming 115th anniversary of Moffat County. There is a planned community gathering at the Museum of NW CO on Friday, February 27th to celebrate this. The first 50 attendees will be given a commemorative pin supplied by Visit Moffat County. Kleinschnitz also gave each of the BCC a pin. 2026 is also the 150th birthday of Colorado and the 250th birthday of the United States.

Shelley Simon, with the CO Department of Labor & Employment, and the Office of Just Transition described the mission of her team. They are tasked with providing support and assistance to workers displaced by coal mine and power plant closures across the state.

The members of her team include: Lynne Figone, Kelly Gatlin, Kirstie McPherson, Brent Schulte, & Jason Haiglund. They will be meeting with various community representatives to learn how they can better support these workers and their families.

Commissioner Villard announced employee anniversaries for January:

Linda Peters – 37 years

Shelly Arias – 19 years

Larona McPherson – 16 years

Dan Miller - 12 years

Villard also discussed the “Moving Nuclear Forward” conference that she will be attending February 4-6 in Oak Ridge, TN.

Staff Reports:

Road & Bridge Department – Dan Miller

- Bid Recommendation: (see attached)

➤ Cattle Guard Iron

Four bids were received:

- Doughty Steel & Machine (Delta) \$26,516.00 (withdrawn)
- Pacific Steel & Recycling \$31,865.24
- Craig Steel \$32,212.00
- Vraid Systems Ltd \$77,700.00

The total budget allocated for 2026 Cattle Guard Iron and Miscellaneous is \$50,000.00. The original bid submitted by Doughty Steel & Machine was withdrawn due to an error. They had requested being able to negotiate their bid contract, but the Road & Bridge Department can't do that.

The Road & Bridge Department recommends awarding the 2026 Cattle Guard Iron and Miscellaneous Steel bid to Craig Steele in the amount \$32,212.00.

Broom moved to approve the bid recommendation from Craig Steel in the amount of \$32,212.00. Bohrer seconded the motion. Motion carried 3-0.

Office of Development Services – Neil Binder

- Resolution 2026-17: Resolution Creating the Office of County Manager and Prescribing the Duties Thereof Pursuant to C.R.S. § 30-11-10(1)(n) (see attached)
- Approve applying for the EIAF Tier 1 grant for the creation of a Moffat County Manager position (Energy and Mineral Impact Assistance Program)
- Approve the Chair to sign the grant documents necessary to complete and submit the application within DOLA's timeline

Binder presented Resolution 2026-17, which serves to create the Office of County Manager and Prescribing the Duties Thereof Pursuant to C.R.S. § 30-11-10(1)(n). The County will be applying for a Tier 2 Energy and Mineral Impact Assistance Program grant to assist in creation of a County Manager position. This process had previously been looked at, but the timing wasn't right. The grant creates an opportunity for stepped-off grant funding to assist with the implementation of the position. 75% in the first year, 50% in the second year, and 25% in the third year. This position will allow for better continuity and support for the department heads and County staff in general. It will also create an opportunity for the BCC to focus on legislative support and the things that are beyond the day-to-day processes. Currently, the BCC are the de-facto County Manager(s); as the Commissioner terms are potentially only 4-8 years, a County Manager can provide more stability beyond that.

Originally, the County was going to apply for the Tier 1 grant, but the dollar threshold was higher than that, so we are applying for the Tier 2 level. The application deadline is February 12th and we will have to attend a hearing in May as part of this process.

Binder asked for approval to apply for the EIAF Tier 2 grant for the creation of a Moffat County Manager position and for approval for the Chair to sign the grant documents necessary to complete and submit the application within DOLA's timeline.

Broom moved to approve Resolution 2026-17: Resolution Creating the Office of County Manager and Prescribing the Duties Thereof Pursuant to C.R.S. § 30-11-10(1)(n). Bohrer seconded the motion. Motion carried 3-0.

Bohrer moved to approve applying for the EIAF Tier 2 grant for the creation of a Moffat County Manager position. Broom seconded the motion. Motion carried 3-0.

Broom moved approve the Chair to sign the grant documents necessary to complete and submit the application within DOLA's timeline. Bohrer seconded the motion. Motion carried 3-0.

Bohrer commented that the creation of this position is something he has wanted to see since he first came on as a commissioner and that if we are not successful in the grant application process, it will not happen.

Meeting adjourned at 8:48 am

The next scheduled Board of County Commissioners meeting is Tuesday, February 10, 2026

Submitted by:

Erin Miller, Deputy Clerk and Recorder

Approved by: Melody Hillard

[Signature]

Conrad Brown

Approved on: February 10, 2024

Attest by: Erin Miller

Link to view this meeting on the Moffat County YouTube channel:

<https://www.youtube.com/channel/UC0d8avRo294jia2irOdSXzQ>

