

Moffat County Board of County Commissioners
1198 W Victory Way Ste 104 Craig, CO 81625

March 25, 2025

In attendance: Melody Villard, Chair; Tony Bohrer, Board Member; Donald Broom, Board Member; Erin Miller, Deputy Clerk & Recorder; Chris Nichols; Todd Wheeler; Heather Brumbrow; Lois Wymore; Jane Hume; Bill Baker; Glenn Kelse; Mark Graham; Chip McIntyre; KC Hume

**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 – striking item #5. Broom seconded the motion. Motion carried 3-0.

Consent Agenda –

Review & Sign the following documents: (see attached)

Minutes:

- a) March 11

Resolutions:

- b) 2025-33: Voided Warrants Resolution for March
- c) 2025-34: Approving Sale of County Hospital Property
- d) 2025-35: Payroll
- e) 2025-36: A/P
- f) 2025-37: P-cards

Contracts & Reports:

- g) Core Services Program - Substance Abuse Treatment Services contract w/Drug Testing, Inc.
- h) Memorial Regional Health settlement payment schedule
- i) Core Services Program – Like Skills Treatment Services contract w/CASA
- j) Ratify:
 - Joint letter to Patrick Davis requesting the suspension of his wolf ballot initiative

Villard made a motion to approve the consent agenda items A-J. Broom 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:

Mark Graham, with the Maybell Volunteer Fire Department Advisory Board, came before the BCC to request changing the size of their board from five to seven members, as they transition away from being a “Department” under direction of the County, to a “Company” under their own control.

Board of County Commissioners

- Moffat County Tourism Association Board By-Laws update (see attached)

This was originally on the Consent Agenda of the March 11 BCC meeting, but because there were only two commissioners present and no consensus, it was moved to this meeting.

Bohrer moved to approve the revised by-laws for the Moffat County Tourism Association Board. Broom seconded the motion. For: 2; Against: 1. Motion carried 2-1.

- Select board member for Maybell Volunteer Fire Department Advisory Board (see attached)

Villard explained that, at this time, the Maybell Volunteer Fire Department operates under the BCC, but they are in the process of transitioning to an independent Volunteer Fire Company. There was discussion about the request to change the board seat size; it was stated that this was something they could do by adding the change in size to their by-laws once the Fire Company board was in place.

Four letters of interest were submitted for one open seat on the Maybell Volunteer Fire Department Advisory Board:

- Darryl Steele
- Bill Baker
- Todd Weber
- Nathan Mock

Broom moved to appoint Darryl Steele to the open seat on the Maybell Volunteer Fire Department Advisory Board. Bohrer seconded the motion. Motion carried 3-0.

Staff Reports:

Office of Emergency Management – Todd Wheeler

- Request waiving bid process for purchase of Wildland Fire Radios (see attached)
- Request approval on contract for purchase of Wildland Fire Radios from First Responder Communications (see attached)

Wheeler requested waiving the bid process for the purchase of eight dual band 800 mhz radios with accessories for the wildland fire crews. This was originally allocated for in the 2024 budget and there is only one sales provider in the State of Colorado.

Bohrer moved to approve waiving the bid process for wildland fire radios. Broom seconded the motion. Motion carried 3-0.

Bohrer moved to approve the purchase contract with First Responder Communications for 8) dual band 800 mhz radios with accessories for \$34,224.30. Broom seconded the motion. Motion carried 3-0.

~~Clerk & Recorder's Office – Stacy Morgan~~

- ~~— Fort Orange Press settlement — (Moved to April 8th BCC meeting)~~

8:45 am

Public Hearing:

Finance Department - Heather Brumblow

- March Budget Supplemental (**Resolution 2025-29**) (see attached)

Villard read the Public Hearing protocol and declared the Public Hearing open.

Brumblow presented the March Budget Supplemental and highlighted any transactions that were over \$10,000. The supplemental provides a chance for various departments to amend their budget amounts due to a change in revenues, grants or unanticipated needs.

Budget supplemental requests by category:	
Unexpected Revenue	\$26,307.81
Transfers	\$374,643.00
Increase Spending Authority	\$0.00
Rollovers	\$625,440.31
Downward Supplemental	\$202,350.00
Total Adjustments	\$1,228,741.12

Contingency Account History	
Balance as of January 1, 2025	\$625,000.00
March Supplemental	\$0.00
July Supplemental	\$0.00
December Supplemental	\$0.00
Balance as of March 26, 2025	\$625,000.00

Emergency Reserve Account History*	
Balance as of January 1, 2025	\$1,380,130.00
Balance as of March 26, 2025	\$1,380,130.00

*Emergency Reserve is 10% of the current year general fund budget

Villard asked the audience if there was anyone that would like to speak either for or against the March Supplemental Budget.

There was no public comment either for or against.

Back in regular session, Broom moved to approve the March Budget Supplemental (**Resolution 2025-29**). Bohrer seconded the motion. Motion carried 3-0.

Meeting adjourned at 8:52 am

The next scheduled BOCC meeting is Tuesday, April 8, 2025

Submitted by:

Erin Miller, Deputy Clerk and Recorder

Approved by: Melody Petard

[Signature]
[Signature]
Senad Y Bwo

Approved on: April 8th, 2025

Attest by: Erin Miller

