

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

July 22, 2025

In attendance: Melody Villard, Chair; Tony Bohrer, Board Member; Donald Broom, Board Member; Erin Miller, Deputy Clerk & Recorder; Chris Nichols; Cathy Nielson; Heather Brumblow; Mark Wick, James Brumblow; Tracy Winder; Rachel Bower; Heidi Rogers; Dan Miller; Bruce White

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 "G". Broom seconded the motion. Motion carried 3-0.

Consent Agenda –

Review & Sign the following documents: (see attached)

Minutes:

- a) July 8

Resolutions:

- b) 2025-67: Transfer of Intergovernment Funds
- c) 2025-68: Payroll
- d) 2025-70: A/P
- e) 2025-71: P-cards

Contracts & Reports:

- f) Treasurer's Report(s)
- g) ~~Memo of Understanding w/City of Craig re: Water Usage at Fairview Cemetery~~
- h) City of Craig/Moffat County - Airport Intergovernmental Agreement
- i) Ratify:
 - IN-RICHES Grant Match Funding letter of support
 - Landlord's Estoppel Certificate – Mountain Air Spray

Villard made a motion to approve the consent agenda items A-I – with the above correction. 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:

Tracy Winder, came up before the BCC to share election related news.

Staff Reports:

Human Resources Department – Rachel Bower

- Veteran's Services Officer Employment Offer(s)

Bower requested the BCC's approval to fill two part-time Veteran Service Officer vacancies. There were two applicants for the positions: Mark Wick, interviewed on June 30, 2025 and James Brumbelow, interviewed on July 1, 2025. The salary for this position is reimbursed by the state. Bohrer clarified that by hiring two part-time positions, the County is hoping to provide better coverage/services and more longevity, but down the road, if one of the candidates leaves for whatever reason, the additional spot would not necessarily automatically be refilled.

Broom made a motion to approve to fill the two part-time Veteran Service Officer vacancies with Mark Wick and James Brumbelow. Bohrer seconded the motion. Motion carried 3-0.

8:45 am

Public Hearing:

Finance Department – Cathy Nielson & Heather Brumbelow

- July Budget Supplemental (Resolution 2025-69) (see attached)

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

Nielson presented the July 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	\$309,555.97
Transfers	\$160,933.39
Increase Spending Authority	\$60,100.00
Rollovers	\$0.00
Downward Supplemental	\$7,089.82
Total Adjustments	\$537,679.18

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 July 22, 2025	\$625,000.00

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

Balance as of July 22 , 2025	\$1,380,130.00
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*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, Bohrer moved to approve the July Budget Supplemental (Resolution 2025-69). Broom seconded the motion. Motion carried 3-0.

Staff Reports:

Road & Bridge Department – Dan Miller

- Request Waiving Bid Process/Contract Approval for D-6 Caterpillar Dozer rebuild

Due to the high cost of new equipment, the Road & Bridge Department have decided to start refurbishing equipment with certified rebuilds whenever possible. The department has a 1989 D-6 Caterpillar dozer (originally purchased for \$124,763.00) that is due for replacement this year. A complete rebuild by Wagner Equipment in Hayden is estimated to cost \$207,514.26, which should extend the life another 20 plus years. The rebuild will come with a 5-year, 5000-hour warranty. The County owns four dozers; three are down. It would take two months to rebuild the dozer.

Miller requested to waive the bid process to rebuild the 1989 D-6 dozer and award it to Wagner Equipment of Hayden.

Bohrer moved to waive the bid process for the rebuild of the 1989 D-6 Caterpillar dozer. Broom seconded the motion. Motion carried 3-0.

Bohrer moved to award the contract to rebuild the 1989 D-6 Caterpillar dozer to Wagner Equipment of Hayden for \$207,514.26. Broom seconded the motion. Motion carried 3-0.


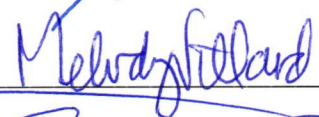
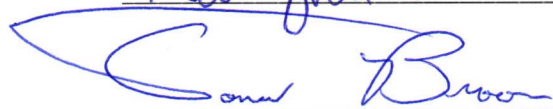
Meeting adjourned at 8:59 am

The next scheduled BOCC meeting is Tuesday, August 12, 2025

Submitted by:

Erin Miller, Deputy Clerk and Recorder

Approved by:

Approved on: August 12, 2025

Attest by: Erin Miller

