

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

September 29, 2020

In attendance: Ray Beck, Chair; Don Cook, Board Member; Donald Broom, Board Member; Erin Miller, Deputy Clerk & Recorder; Josh Carney ; Shauana Merrill; Rebecca Tyree; Roy Tipton; Melody Villard; Jeff Comstock; Lynnette Siedschlaw; Ken Wergin; Lennie Gillam; Jayne Morley; Tom Kleinschnitz; KC Hume; Mason Siedschlaw; Annette Norton; Sasha Nelson; JoBeth Tupa; John Anderson; Mindy Curtis; Allison Cutler; Bill Booker; Tony St. John; Maggie St. John; Tim Jantz; Katrina Willey; Cindy Looper; Jay Cranmer; Sue Lyster; Hannah Wood; Denna Schnackenberg; (by phone) Judge O'Hara; Peggy Gentles

Call to Order
Pledge of Allegiance/Commissioner's Prayer

Commissioner Beck called the meeting to order

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

Consent Agenda -

Review & Sign the following documents: (see attached)

Approve minutes:

- a) September 15; September 17
- b) 2020-89: Transfer of Payment of Warrants for the month of September
- c) 2020-90: Resolution for Transfer of Payroll Warrants
- d) 2020-91: Voided Warrants Resolution for the month of September
- e) 2020-92: Transfer of Intergovernment Funds for the month of September
- f) 2020-93: Advance from General Fund to Conservation Trust Fund
- g) 2020 Asphalt Projects/Road Aprons
- h) Sunbeam Pit Mineral Lease Term Extension Rider
- i) CNCC Soccer Field Agreement
- j) Shared Regional Eligibility Technician (DHS) Intergovernmental Agreement
- k) Propane Price Agreement w/Amerigas
- l) Treasurer Reports (3)
- m) Letter of Support for Regional Solar Net Metering Project

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

Staff Reports:

Office of Development Services – Roy Tipton

- Courthouse Study contract amendment w/TreanorHL (see attached)

Tipton presented an amendment to the Courthouse Study contract w/TreanorHL that would develop a revised and more detailed concept for the renovation of the Kmart Building including an updated estimate of construction project costs per the proposal submitted by TreanorHL, Inc. on September 17, 2020.

The price for this additional work would be Twenty Five Thousand Seven Hundred Fifty and no/100 Dollars (\$25,750.00) and be added to the original contract for a total of One Hundred Six Thousand Five Hundred Fifty Dollars (\$106,550.00).

Cook made a motion to approve the Courthouse Study contract amendment #1 w/TreanorH for \$25,750. Broom seconded the motion. Motion carried 3-0.

- **Review/Award Request for Proposal for Moto Cross Track management (see attached)**

A RFP was put out to the public for operation of the Moto Cross track near the landfill. One proposal was received from Phil Valem for \$1000 per year. Valem is very experienced with putting together the type of events that would use this track and has already invested (to date) \$15,000, with nine events scheduled for next year, which is a real boost to the community. The contract for this agreement will appear on a future agenda for approval.

Broom made a motion to award the Request for Proposal for Moto Cross Track management to Phil Valem. Cook seconded the motion. Motion carried 3-0.

- **Public Safety Center Net Metering Energy Performance contract (see attached)**

Moffat County is partnering with City(s) of Steamboat Springs, Hayden, Yampa, Oak Creek, Craig, Routt County, & Yampa Valley Regional Airport on a solar net metering project at the Public Safety Center. This project is funded by DOLA, and the solar panels would reduce the utility costs at the Public Safety Center by half. This is a no match, no money out of pocket from the County project. A grant was received last fall to do a feasibility study, and the grant match is provided by McKinstry Essention, who did the original study. The overall cost of the project is \$497,000; the portion from DOLA is \$195,000. The energy savings (which is guaranteed by the contractor) will cover the cost remaining on the contract. Each of the partnering communities have their own energy performance contract; the City of Steamboat Springs is the fiduciary agent for the full project.

Cook made a motion to accept the Public Safety Center Net Metering Energy Performance contract (Intergovernmental Agreement) with McKinstry Essention, LLC. Broom seconded the motion. Motion carried 3-0.

Human Resources Department – Lynnette Siedschlaw, Finance Department – Mindy Curtis & Sheriff's Office – KC Hume

- **Personnel Requisitions:**
 - **Public Health Finance Specialist (see attached)**

This administrative “gatekeeping” position would ensure that the monies coming into the County from COVID-19 funds are distributed and reported correctly. There is potential liability to the County if these funds are not reported accurately. This is a shared position between Finance and Public Health. Broom commented that he never dreamed that accepting the COVID-19 funds would require us to grow government.

Cook made a motion to approve the Personnel Requisition for Public Health Finance Specialist. Broom seconded the motion. Motion carried 3-0.

- **Human Resources Specialist**

Siedschlaw detailed what functions this position would cover and the cost savings in her department that would justify hiring for it. The employee that is currently employed part-time in HR and part-time in Finance will take on this position full time.

Cook made a motion to approve the Personnel Requisition for Human Resources Specialist. Broom seconded the motion. Motion carried 3-0.

- **JBBS Mental Health Clinician/Program Administrator (see attached)**

Hume explained how he had been able to obtain a grant to address prisoner mental health in the Moffat County jail.

Cook made a motion to approve the Personnel Requisition for JBBS Mental Health Clinician/Program Administrator Position. Broom seconded the motion. Motion carried 3-0.

- **Discussion of Cash Pay Addendum to Health Insurance with Possible Request for Approval**

Siedschlaw explained the process of adding a cash pre pay addendum to our contract with 6 Degrees Health. As an example: an employee was going in to get a \$1600 MRI; they told him if he paid \$850 beforehand that would be the whole charge. If we went with this option, the employee would just need to let HR know in advance so 6 Degrees could negotiate the cost.

Broom made a motion to approve the Cash Pre-Pay Addendum to County Employee Health Insurance with 6 Degrees (pending review by the County Attorney). Cook seconded the motion. Motion carried 3-0.

Sheriff's Office – KC Hume

- **Resolution 2020-94: Rescinding a Stage 2 Restriction and establishing a Stage 1 Restriction on Open Fires and Open Burning in the Unincorporated Areas of Moffat County (see attached)**

Hume explained the conditions that they base the stages of Fire Restrictions on and recommended going from a Stage 2 to a Stage 1 Fire restriction. This will take effect September 30th, at midnight.

Broom made a motion to approve Resolution 2020-94: Rescinding a Stage 2 Restriction and establishing a Stage 1 Restriction on Open Fires and Open Burning in the Unincorporated Areas of Moffat County. Cook seconded the motion. Motion carried 3-0

Department of Human Services – Annette Norton

- Department update

Norton presented an overview of happenings at DHS:

- Hired an Assistant Director, to begin working on October 19
- Filled vacant Child Support positions
- Data from Child Welfare unit
- Due to COVID, the Federal Government had waived the eligibility interview process for SNAP, Medicaid, etc. That process has come to an end, so the DHS is gearing up for that process again.

- DHS applied for and got a COVID related grant of \$25,000. A little over \$10,000 has been awarded to community members for various purposes.

Natural Resources Department – Jeff Comstock

- DOLA Grant Letter of Support for Regional Solar Project

Comstock brought forward a DOLA Grant Letter of Support for a regional Solar Project for a City of Craig “Solar Garden” (2 mw) project. This is not a political statement, it is a financial decision. The City of Craig would be the fiscal agent for this project. Comstock explained the difference between Net Metering (per building/per meter) and the Regional Solar Garden (1 location of panels).

Cook made a motion to approve the letter of support for the regional Solar Project for a City of Craig “Solar Garden” project. Broom seconded the motion. Motion carried 3-0.

Recess

9:30 am - Public Hearing:

Office of Development Services – Roy Tipton Courthouse Feasibility Study (see attached)

Beck called the meeting back in session.

Beck read an explanatory statement on the purpose/process of the Courthouse Feasibility Study.

Beck read the Public Hearing protocol. He also mentioned that there would also be two other Public Hearings – October 5 and October 13.

Tipton presented a PowerPoint slide show regarding the proposed new Courthouse project in the old Kmart building. He discussed the results of a feasibility study/evaluation that was done by TraenorHL. Prior to embarking on the feasibility study, installation of a single point of entry (security) was looked at for the current courthouse, at a cost of \$600,000. It was thought at the time, that it might be better to invest in a whole new building, and also bring in DHS and the Extension Office.

Problems with current building (50,000 sq ft):

- Old jail area is not useable, even for storage
- Lacking in square footage, especially on the Court Level. Floor plan is very cut-up trying to make it useable – not good use of space
- Lacking ADA compliant facilities; not enough bathroom facilities in the entire building for level of occupancy
- No fire sprinklers or alarms
- Cast iron pipes in the floor are rotting; will have to be replaced
- Security – public check-in; jury check-in
- No enclosed/secured delivery of in-custody prisoners
- Only one attorney/client meeting room
- DA’s Office/Probation Office are overflowing
- DHS Office and Extension Office also in repurposed, older buildings that lack security and confidentiality

According to the Space Needs Study, we need approximately 59,000 square feet, including all the County administrative offices, Extension Office, Veteran’s Services, Public Health, County Attorney & DHS, and a

42,000 sq. ft. secured judicial section that would include three court rooms, 14th Judicial District, Probation & District Attorney offices.

One function of the Space Needs Study was to determine if we could reuse the current building. One solution was to build an addition (initially for Courts and DHS) in the back parking lot to avoid the problem of trying to rehab the building while still using it on a daily basis.

The construction (estimated) cost breakdown between the two facilities:

Remodel current Courthouse - \$45,000,000

Kmart Building - \$25, 281,000

The sale price of the Kmart building is \$2.25 million; the estimated construction cost budget is \$20 million. The proposed way to pay for this project would be to use the Certificates of Participation bonds that currently are being used for the Public Safety Center. Those bonds will be retired in 2023 and 2025; they could be refinanced to cover construction costs for the new Courthouse project. The building could be purchased with Anvil Points monies, plus mineral monies that are currently allocated to the Fairgrounds and Senior Housing, a portion of which could be reallocated to this project.

Judge O'Hara spoke about the state mandate that courthouses be safe, secure places, both for staff and clients, which the current courthouse is not.

Commissioner Broom commented on the fact even though the Kmart building had been sitting empty for a long time, the commissioners had always agreed, through this whole process, that if a private business were to come along and want to make use of the building, they would back off.

Beck opened the floor to public testimony in favor of the project.

Ken Wergin (Citizen/Taxpayer): Concerned about the safety of people in the building when situations arise that requires a safe exit. As a citizen, he would like to see this done in a good, fiscally responsible way and appreciates the process that the County has gone through.

Lennie Gillam (Director of Facilities, Business Owner, Citizen/Taxpayer): Clarified the conditions of the current building. Feels as a taxpayer that it is throwing good money after bad to continue putting money into this building. Applauds the BOCC for being proactive and looking forward.

Tim Jantz (Deputy/Citizen): Spoke to the long term economic viability of this project. Encourages the County to go forward with this project as presented for economic sense. The current courthouse is obsolete, a huge risk to the safety of the people that work here and come here for services.

Beck called for any public testimony in opposition of the project; there was none.

Back in regular session:

The floor was opened up for any questions or comments.

Denna Schnackenberg: Asked what happened to the concept of a recreation center going into the Kmart building? Commissioner Cook explained that that idea had gone by the wayside due to the Recreation District not being able to get the funding that they needed to move forward.

Sue Lyster asked what the plans were for the two buildings that would be sold. The answer was that the money would go back into the general fund.

Tony St. John: Told the BOCC that he appreciates what they are doing for our community.

There will be two other Public Hearings, October 5th and 13th.

Alison Cutler came before the BOCC to ask if Moffat County was still under a State of Emergency regarding COVID-19, and wondered if we could be done with all of the restrictions.

IT – Mason Siedschlaw

- Bid recommendation for Video Streaming and Audio upgrades for BOCC Chambers see attached)

Siedschlaw presented information on quotes that were received for Video Streaming and Audio upgrades for the BOCC Chambers, due to the need for individuals to be able to join meetings remotely and the (future) move to be able to video stream the BOCC meetings to the public. The City of Craig had done this type of upgrade about a year ago and Siedschlaw looked at their processes and contacted vendors that had been involved. This project would be paid for with COVID funds and it must be used before the end of the year. Because of that tight timeline, Siedschlaw is requesting waiving the bid process. Siedschlaw also explained that this equipment would be able to migrate to the new building, if we make that move. Proposals were received from:

- All Sound Designs - \$44,517.01
- DK Audio/Video - \$44,110.20
- Audio Video Experts - \$46,740.11

Siedschlaw recommended accepting the bid from All Sound Designs. Cook made motion to waive the bid process. Broom seconded the bid. Motion carried 3-0.

Siedschlaw also recommended allocating the additional funds for up to \$50,000 (total) to cover any extraneous costs that would accompany this project.

Cook made a motion to accept the bid from All Sound Designs for \$44,517.01. Broom seconded the motion. Motion carried 3-0.

Presentation:

CNCC – Sasha Nelson

Workforce Training & Community Programming update

Nelson presented a slide show regarding the overhaul of the traditional Community College programming model. In April, COVID effectively killed the face to face concept, so by May, CNCC had retooled to have all of their classes online.

Meeting adjourned at 11:05 am

The next scheduled BOCC meeting is Tuesday, October 13, 2020

Submitted by:

Erin Miller, Deputy Clerk and Recorder

Approved by: Fray Beck

Don

Conal Broom

Approved on: October 13, 2020

Attest by: Erin Miller

