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

October 14, 2025

In attendance: Melody Villard, Chair; Melody Villard, Donald Broom, Vice-Chair; Tony Bohrer, Board Member; Erin Miller, Deputy Clerk & Recorder; Candace Miller; Chris Nichols; Jeff Comstock; Heather Brumblow; Cathy Nielson; Tracy Winder; Carol Haskins; Chris Brannan; Ed Brannan; Jennifer Riley; Tom Kleinschnitz; Rachel Bower; Chip McIntyre; Max Salazar; Becca Warren; Randy Looper

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, with the amendment to remove item S-25-04 – JJ Scott Minor Subdivision, due to a required document not being made available at this time. Bohrer seconded the motion. Motion carried 3-0.

Consent Agenda –

Review & Sign the following documents: (see attached)

Minutes:

a) September 23
b) Board of Public Health – September 23

Resolutions:

c) 2025-91: LMD 2026 Operating Plan/Budget
d) 2025-92: Payroll
e) 2025-93: Voided Check Resolution for October
f) 2025-94: A/P

Contracts & Reports:

g) Treasurer's Report
h) Coroner's Office/Contexture – Medical Record Database contract
i) Quarterly Discharge Monitoring Report
j) Department of Public Health HAN Policy
k) Department of Human Services/CASA Core Services contract
l) Employee Rx Benefits addendum
m) Memorial Regional Health/Sheriff's Office - Inmate Healthcare contract
n) Intergovernmental Agreement – Moffat County School District & Sheriff's Office re: School Resource Officer Program
o) Lease Agreement: Moffat County Tourism Association/Craig Chamber of Commerce
p) Ratify:
   - Purple Wave Auction Agreement

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

Public Comment/General Discussion:

Tracy Winder read an article about returning to in-person/election day voting versus any electronic voting.

1) **Board of County Commissioners**
   - Fair Board appointments

Four letters of interest were received for three open seats on the Fair Board. Broom made a motion to appoint Wendy McKee, Darren McLaughlin and Kyler Scott to the Fair Board. Villard commented that she wondered if in the future, it might not be a bad idea to have the Fairgrounds Manager be an "Ex-Officio" to the Fair Board? Bohrer seconded the motion. Motion carried 3-0.

Staff Reports:

Veterans Service Officer – James Brumblow
- Veterans Services Vehicle Purchase and Lease (see attached)

A new 2025 transport van for Veterans was acquired through Victory Motors to replace the current 2015 van. In the time that it took get all of the paperwork done, the Denver lot sold the original van that they had been looking at. Victory Motors worked with the County and was able to get a better vehicle at the same price. Brumblow thanked the BCC for their assistance in covering the difference in the cost of the van over what the State will reimburse.

8:45 am - Public Hearing(s):

2) **Finance Department - Cathy Nielson & Heather Brumblow**
   - Present proposed 2026 County Budget for adoption (see attached)

Villard read the Public Hearing protocol.

Nielson presented and explained the narrative for the proposed 2026 County Budget. By state statute, the proposed budget has to be presented by October 15th. She emphasized that at this time, all budget items are still under discussion. The final budget will be presented and up for approval at the December 9th Board of County Commissioners meeting.

Highlights include:
- The proposed budget totals $147,553,479, with an increase of $6,225,875 or 4.41% more than the 2025 budget.
  This budget is funded with revenue estimates and anticipated fund balances.
- The largest component unit of the budget is Memorial Regional Health. The 2026 Memorial Regional Hospital budget totals $88,936, 202.
- The remaining County budget without the hospital component is $58,597,277
- Reviewing what can be afforded for salary/cost of living increases for employees – looking at possible 3% raise
- Operating costs are hard to project in the current economy – limited to utility and fuel costs
- Decreased revenue projections:
  - Severance Tax reduction
  - Interest rate increases

- Funds identified as being of most concern are:
  - General Fund (supports 40 departments)
  - Road & Bridge Department
  - Landfill
  - Capital Projects
  - Department of Human Services
  - Health & Welfare
  - Jail
  - Public Health
  - Lease Purchase Fund

Villard asked the required three times if anyone wanted to testify either for or against this request; there was none. The Public Hearing was closed.

Back in regular session, Bohrer made a motion to approve the proposed 2026 budget as presented today, with a total (including Memorial Regional Health) of $147,553,479 – knowing that there will be changes before December. Broom seconded the motion. Motion carried 3-0.

Planning & Zoning – Candace Miller

- ~~S-25-04 - JJ Scott Minor Subdivision –Final~~
- S-25-06 - Powell Minor Subdivision – Final (see attached)
- E-25-03 - Martin Exemption (see attached)

Villard read the Public Hearing protocol.

Miller presented:

- S-25-06: Final for the Minor Subdivision application for Jerry Powell. This is a 268.52-acre parcel. The minor subdivision consists of two parcels Lot 1- 7.192 acres and Lot 2- 11.647. The remain 250.72 acres remain exempt from subdivision regulations. There is an existing access via HWY 13. Well permits are not expected but applicant is aware that an augmentation would be required to apply for any new wells. The Planning & Zoning Commission voted 3-0 at two separate meetings to approve.

Villard asked if anyone present wanted to testify either for or against this request; there was none. The Public Hearing was closed.

Back in regular session, Broom moved to approve S-25-06 - Powell Minor Subdivision – Final. Bohrer seconded the motion. Motion carried 3-0

- E-25-03: This was originally a 35.03-acre parcel and 9.225 acres will be exempted off as part of the dividing the property. There are no previous exemptions on this parcel. Parcel A will become 9.225 acres and Parcel B will become 25.805 acres. The Planning & Zoning Board voted 3-0 to recommend approval of exemption application once the well location is reflected on the plat.

Villard asked if anyone present wanted to testify either for or against this request; there was none. The Public Hearing was closed.

Back in regular session, Bohrer moved to approve E-25-03 - Martin Exemption. Broom seconded the motion. Motion carried 3-0

Staff Reports:

Human Resources Department – Rachel Bower

- Present employment offer - Director of Office of Development Services (see attached)

On October 6, 2025, two interviews were held for the Office of Development Services Director position. Based on the candidates' qualifications and feedback received from the hiring committee, it was recommended to hire Kent (Neil) Binder for the position.

Bohrer moved to authorize the Human Resources Department Director to proceed with a formal employment offer to Kent (Neil) Binder for the Office of Development Services Director position. Broom seconded the motion. Motion carried 3-0.

Moffat Economic Development Authority – Jeff Comstock

- Resolution 2025-95: Approving the First Amendment to the Establishment Agreement Creating the Moffat Economic Development Authority (see attached)
- First Amendment to Moffat Economic Development Authority Establishment agreement (see attached)
- Approve Moffat Economic Development Authority Budget (see attached)

Comstock asked the BCC to approve Resolution 2025-95: Approving the First Amendment to the Establishment Agreement Creating the Moffat Economic Development Authority and the First Amendment to Moffat Economic Development Authority Establishment agreement, and to the extent necessary, to waive the existing budget preparation procedures for the Moffat Economic Development Authority (MEDA).

Bohrer moved to approve Resolution 2025-95: Approving the First Amendment to the Establishment Agreement Creating the Moffat Economic Development Authority and to waive the extent necessary, to waive the existing budget preparation procedures. Broom seconded the motion. Motion carried 3-0.

Comstock next discussed the MEDA budget, initially for 2026, then through 2030. Bohrer also explained the way that this fund works to backfill property taxes, create jobs, etc, and how the Authority will only spend the interest that this fund will generate.

Broom moved to adopt the MEDA budget. Bohrer seconded the motion. Motion carried 3-0.

Presentation:

Memorial Regional Health – Jennifer Riley

- Hospital Update (see attached)

Riley presented a slide show about the upcoming 75th anniversary of the hospital, and their programs, services, staff and financials.

Meeting adjourned at 10:10 am

The next scheduled BOCC meeting is Tuesday, October 28, 2025

Submitted by:

Erin Miller, Deputy Clerk and Recorder

Approved by: Melody Villard

Tony Bohrer

Donald Broom

Approved on: October 28, 2025

Attest by: Erin Miller

COMMISSIONERS SEAL MOFFAT COUNTY, COLORADO