

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

October 31, 2017

In attendance, Frank Moe, Chairman; Ray Beck, Vice Chair; Don Cook, Board Member; Lila Herod, Moffat County Clerk & Recorder; Dollie Rose; Ken Wergin; Jeff Comstock; Roy Tipton; Lynnette Siedschlaw; Andy Daniels; Rebecca Tyree; Tom Soos; Cathy Nielson; Jessica Counts; Mike Foreman; Tammy Thompson Booker

**Call to Order
Pledge/Opening Prayer**

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

Consent Agenda:

Beck made a motion to approve the consent agenda except for item G) and remove it for further discussion:

- a) Approved the minutes from October 24, 2017.
- b) Approved Resolutions 2017-140 and 2017-141 payment of payroll warrants for the payroll ending October 20, 2017 in the amounts of \$192,692.46 and \$197,773.51.
- c) Approved Resolution 2017-142 transfer of payment of warrants for the month of October 2017 in the amount of \$516,700.17.
- d) Approved Resolution 2017-131 transfer of intergovernmental funds for the month of October 2017 in the amount of \$12,134.98.
- e) Approved Resolution 2017-132 voided warrants for the month of October 2017 in the amount of \$23,574.25.
- f) Approved the Cost Allocation Plan annual renewal of services contract.
- g) ***Approved the termination letter for the SmartForm contract.***
- h) Approved the 2018 Merit System Letter and Certificate.
- i) Approved the Priority Based Budgeting Contract Amendment.
- j) Approved the copier printer maintenance agreement between Moffat County Department of Human Services and Advanced Copier Solutions.

Cook seconded the motion. Motion carried 3-0. See attached.

There was further discussion regarding the termination letter for the SmartForm contract. Tipton explained this contract was used by the Building Department for building inspections, etc. Now that the building department has been moved to the City, the elimination of this contract will save the County approximately \$7,800 per year.

Beck made a motion to approve item G) the termination letter for the SmartForm contract. Cook seconded the motion. Motion carried 3-0. See attached.

Dan Miller present.

Public Comments, General Discussion & BOCC Reports:

General discussion was held among the Board:

- ✓ Beck discussed several CDOT issues: 1) The current Director will resign to take over as the Director of the Intelligence Transportation Society. Mike Lewis will serve as the acting director. 2) CDOT will support an increase in fuel tax. 3) Referred resolutions regarding Highway 13, traffic light and turn signals. Highway 13 is a priority project next year.
- ✓ Beck will be attending upcoming meetings: AGNC - small business development center, Hamilton Community Center meeting, and First Net.
- ✓ Cook gave an update on the lawsuit that is being held today hearing sage grouse issues.
- ✓ Moe reported the employee benefit fair is tomorrow.
- ✓ Mike Foreman discussed the CDOT traffic study indicating there are some issues with the turn lanes and signals. He also expressed disappointment that CDOT did not communicate with any government officials regarding the recent upgrades.
- ✓ Comstock gave an overview First Net, which is an organization formed from the 911 Commission, which ordered better emergency communications. The Commission also prohibits any mobile communication on federal lands and this has caused issues in Moffat County because of all our cell towers are on federal land. First Net and Moffat County is working on permissions for communications on federal lands.

Staff Reports:

Human Resources – Lynnette Siedschlaw

Siedschlaw reviewed the personnel requisitions for the Road Department and for the Department of Human Services.

The Department of Human Services has an opening for a Social Caseworker this is an existing full time position that is vacant because the current employee has been promoted to a lead caseworker. The funding is 80% from the State.

Cook made a motion to approve the personnel requisition for a Social Casework I-III. Beck seconded the motion. Motion carried 3-0. See attached.

The Road and Bridge Department has an opening for a mechanic. This is a full time position that is vacant due to an employee resignation. This is a crucial position to keep up with the maintenance and longevity of the equipment

Luke Tucker present.

Beck made a motion to approve the personnel requisition for a mechanic at the Road and Bridge Department. Cook seconded the motion. Motion carried 3-0. See attached.

Office of Emergency Management- Tom Soos

Soos reviewed the recommendations for the appointments to the RETAC EMS Council. This is a five county council with each county being entitled to three voting members.

The EMS Council recommends the following members be appointed to the RETAC Board: Megan O'Toole, Tom Soos and Dan Bingham as the voting members, and Sarah Moore, Richard Nichols and Sherrie Johnson as the alternate members.

Beck made a motion to appoint the following members to the RETAC Board as presented. Cook seconded the motion. Motion carried 3-0. See attached.

Michelle Balleck present.

BOCC- Discussion Local Marketing District

There was discussion regarding the Local Marketing Districts 2018 budget and operating plan.

Commissioner Moe read into record a written statement expressing the importance of expanding the local economy, and that tourism, economic development and diversification is a top priority for Moffat County. See attached.

Moe reviewed the structure of the Local Marketing District, which is composed of appointees from Moffat County, the City of Craig and the Town of Dinosaur. He reiterated the governing bodies are ultimately responsible and accountable for the outcome and results of the Board.

The way forward requires urgency, and collaboration, an understanding of the roles and responsibilities of all the key players. Other key players include the Moffat County School District, Memorial Regional Health, CNCC, as well as other state and federal funding partners.

Tom Gray present.

Moe made several proposals going forward, he requested the BOCC wait to approve the proposed 2018 LMD budget and operating plan. He also suggested the following:

- Craig Moffat Economic Development and Moffat County Local Marketing District should continue to work on a merger plan. Both entities work with limited financial resources and have limited time to achieve stabilization and growth. They should work together to unify their operating plan and budget and then present a plan of their own making for approval and endorsement of the City, Town of Dinosaur and County by December 6th.
- When a new director is hired. He/she should present an updated operating plan and budget for the balance of 2018.
- As outlined in the bylaws, a quarterly update will be presented to each the City, Town of Dinosaur and County in the months of April, July, October and January.

Moe requested that the BOCC wait to approve the 2016 CMEDP/LMD operating plan and budget until the merger and all recommendations are met.

Cook indicated he was prepared to approve the LMD operating plan and budget upon hiring of the new director; however he has some concerns with all of the proposals being submitted by Moe. He thanked Moe for his passion and dedication in this issue.

Beck also indicated needing more time to review the proposal and state he is not ready to make a decision at this time. He suggested a special meeting be called in this matter.

Chris Oxley present.

Presentations:

Memorial Regional Health – Andy Daniels

Daniels requested approval of the resolution to sell the old county hospital property, which includes Block 15 Lots 11-15 and the vacated alley of the original Town of Craig.

Tyree explained the wording in the resolutions authorizes Andrew Daniels, as the acting Administrator of Memorial Regional Health, to sale the property on terms that are acceptable to MRH and refers to Andrew Daniels as the “Commissioner” to sell and convey the property.

Cook made a motion to approve Resolution 2017-139 Sale of County Hospital Real Property. Beck seconded the motion. Motion carried 3-0. See attached.

Adjourned

Special Meeting Reconvened

Commissioner Moe called the meeting to order at 1:30 p.m.

In Attendance: Tom Soos; Mindy Curtis; and Rebecca Tyree

Office of Emergency Management- Tom Soos

Soos reviewed the grant application for hazardous materials and emergency preparedness. The grant is in the amount of \$56,526.00 with local matching funds of \$27,500.00.

The Commissioners had approved this grant earlier in the year for equipment and training purposes, but the State sent out the grant award on the wrong format and it had to be reissued on a new grant agreement.

Beck made a motion to approve the State of Colorado Grant Agreement for the Moffat County Local Emergency Planning Committee in the amount of \$84,026.00. The State reimbursement is \$56,526.00. Cook seconded the motion.

Moe questioned the actual costs to the County. Soos explained it would only be costs associated with the County's in-kind services.

Motion carried 3-0. See attached.

Soos also gave an update on the ambulance grant application. A vehicle has been located in California and will be retrofitted for ambulance use. Soos requested approval of the contract amendment. There are no costs associated with the change in the contract.

Cook made a motion to approve the amendment to the Colorado Department of Public Health and Environment grant application routing #18FHMA105588. Beck seconded the motion. Motion carried 3-0. See attached.

Meeting Adjourned

Submitted by: Lila Herod, County Clerk and Recorder

Approved by: *Frank Amol*

Ray Beck

Ron Cook

Approved on: NOV-14-2017

Attest by: *Lila Herod*

