

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

**January 22, 2019**

**In attendance:** Don Cook, Chairman; Ray Beck, Vice Chair; Donald Broom, Board Member; Erin Miller, Deputy Clerk & Recorder; Rebecca Tyree; Jeff Comstock; Roy Tipton; Shauana Merrill; Sandy Chamberlain; Lynnette Siedschlaw; Vickie Burns, Kim Cox; Stacey Mathers; Yvonne Gustin; Sari Cobb; Judy Bingham; Jennifer Holloway; Melody Villard; Mindy Curtis; Tom Kleinschnitz; Lori Mann; Kacey Lyons; Ann-Marie Styles; Matt Boeddeker

**Call to Order  
Pledge/Opening Prayer**

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

**Consent Agenda:**

Broom made a motion to approve the consent agenda.

Review & Sign the following documents: (see attached)

- a) Approve minutes: January 8 & 15
- b) 2019-08: Resolution for Transfer of Payroll Warrants
- c) 2019-07 & 09: Resolution for Payment of Warrants
- d) 2019-10: Resolution for Transfer of Payment of Warrants for the month of January – Correction
- e) 2019-11: Resolution for Voided Warrants for the Month of January
- f) 2019-12: Transfer of Funds for the Month of January
- g) Treasurer's Semi-Annual & Monthly Reports
- h) Emergency Management Program Grant:
  - Quarterly Reimbursement Request & Financial Report
  - Program Funding Application
  - CY 2018 Work Plan Template
  - CY 2019 Work Plan Template
- i) CO Works Program: Substance Abuse Treatment Services for Craig & Rangely w/Mind Springs Health
- j) Exceptions to Provider Network Benefits
- k) CO Department of Public Health & Environment:
  - Discharge Monitoring Report: Limestone Pit
  - (13) Discharge Monitoring Reports
  - (13) Change of Contact Forms
- l) CPW Impact Assistance Grant Application
- m) Lease for Hamilton Post Office
- n) Custodial contract w/Bubbles & Brooms for DHS offices

Beck seconded the motion. Motion carried 3-0.

## Public Comments, General Discussion & BOCC Reports:

### BOCC:

#### Beck discussed:

- AGNC weekly Legislative conference calls. Over 200 bills being reviewed
- Club 20 Executive Committee annual meeting last Monday in GJ. CSU brought on as Gold member
- Jeff Comstock & Beck will attend the annual Club 20 Legislative meeting (Voices of Rural Colorado) in Denver Thursday and Friday, with Action 22 and Pro 15. Governor Polis and Lieutenant Governor Primavera will be speaking. Water, broadband, Gallagher, and healthcare costs will be some of the topics of conversation.
- CO Airport Operators Association meeting next Monday & Tuesday in Denver

#### Cook discussed:

- Attended a water meeting in Meeker last Thursday with Jeff Comstock.
- Gallagher Amendment effects on the two halves of the state; eastern half is high residential valuations and the western half is valuations on natural resources. Could have negative effects on our county.

#### BOCC Discussed:

- Board seat selections (see attached) Beck made a motion to approve; Broom seconded. Motion carried 3-0. Beck commented how appreciative they are for all of the applicants that they get for these boards.
- Ex-Officio positions (see attached) Broom read BOCC Ex-Officio assignments; each commissioner read their own list.

## Staff Reports:

### Human Resources Department – Lynnette Siedschlaw

Clerk & Recorder's Office Personnel Requisitions: (see attached)

- Motor Vehicle Supervisor
- Clerk & Recorder Chief Deputy
- Clerk & Recorder Election Coordinator

**Motor Vehicle Supervisor:** None of these positions are new, two of them are promoting from within, eliminating current job titles, in exchange for the new titles/positions. The Motor Vehicle Supervisor position is to fill the position that Tammy left when she got elected; Clerk & Recorder Tech position goes away to fill this. Cook commented that Elected Officials are within their right to structure their offices anyway they see, as long as they are within their budget.

Beck made a motion to approve Personnel Requisition for Motor Vehicle Supervisor. Broom seconded the motion. Motion carried 3-0.

**Clerk & Recorder Chief Deputy:** Eliminating Senior Clerk position, restructuring to Chief Deputy Clerk.

Broom made a motion to approve Personnel Requisition for Clerk & Recorder Chief Deputy. Beck seconded the motion. Motion carried 3-0.

**Clerk & Recorder Election Coordinator:** Due to a resignation, this position needs to be refilled ASAP so the Clerk's Office can be available/ready to handle any upcoming elections.

Broom made a motion to approve Personnel Requisition for Clerk & Recorder Election Coordinator. Beck seconded the motion. Motion carried 3-0.

Siedschlaw requested \$5500 (up to 160 hours or about two months) be set aside to hire a Temp Child Welfare position for DHS through Flint Personnel. Cook commented that even though DHS is short staffed right now, they are doing a really good job.

Beck made motion to approve. Broom seconded the motion. Motion carried 3-0

### **Finance Department - Mindy Curtis**

Curtis discussed the November 2018 Financial Report presentation: (see attached)

- In the month of November, the County was under budget to date.
- The Fire Control expenditures have gone more than projected this year, because it's always hard to predict the fire level in advance. This is mostly due to wages and salaries. It will be adjusted in the December Supplemental to bring the budget back in line.
- In comparison with 2014, there was \$35,000,000 in Expenditures by Fund through November, but in 2018 through the same period, there was only \$30,000,000 spent.
- A large amount of Fair donations were received this year, about \$10,000

### **Presentations:**

#### **Realtor's Association**

Vickie Burns presented the Association update:

- Discussed articles in the "On Common Ground" publication
- There is a country-wide housing crunch, even in Moffat County
- Introduced other realtors present
- Otis Lyons' name has been submitted to the National Realtors Association for Realtor Emeritus status since he has been licensed as a realtor for 40 years

#### **Chamber of Commerce – Jennifer Holloway**

Organization update:

- Tourism Week – May 4<sup>th</sup>
- Community Pride/Customer Service Training
- Smart Business Alliance – Chamber, Workforce Center, CNCC, Craig-Moffat Economic Development Partnership
- Visitor Center
- State of the Community event – April 1<sup>st</sup>, held at the Pavilion
- Community branding

**Adjournment:**

Cook adjourned the meeting at 9:32 am

**Meeting Adjourned**

Submitted by: Erin Miller, Deputy Clerk and Recorder

Approved by: *Don Cook*

*Ray Beck*

*Sam Brown*

Approved on: February 5, 2019

Attest by: *Erin Miller*

