

COUNTY COMMISSIONERS' PROCEEDINGS

State of Colorado                    )  
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County of Rio Grande                )

The Board of Rio Grande County Commissioners met in a special session on Wednesday, October 10, 2018. Members present were Chairman Gene Glover, Commissioner Suzanne Bothell, Commissioner Karla Shriver, County Administrator Roni Wisdom, and Clerk of the Board Mona Syring.

At 9:00 a.m., Chairman Glover called the Board meeting to order and gave the opening prayer. The Pledge of Allegiance was said.

Commissioner Bothell moved to approve the agenda with the addition of the approval of vouchers due early in the month. Commissioner Shriver seconded the motion and the motion carried.

Chairman Glover asked if there were any public comments and there were none.

Commissioner Bothell moved to approve the vouchers for Verizon, CenturyLink, and Xcel Energy. These vouchers are due earlier than the mid-month vouchers so late fees will not be incurred. Commissioner Shriver seconded the motion and the motion carried. The vouchers were signed.

At 9:05 a.m., Jody Kern, Department of Social Services, and Tina Wilson, Administration Office, were in attendance to present the 2019 DSS budget.

Ms. Kern reported that revenues for the 2017 Promoting Safe and Stable Families program through Behavioral Health were in the amount of \$93,000.00. In 2018 a grant in the amount of \$120,000.00 was received. A Subsidized Training and Employment Program grant in the amount of \$225,000.00 was received in 2018; a total of \$26,000.00 was spent, through July 2018. Funds through HB-1451, in the amount of \$93,000.00, as part of an Interagency Oversight Group agreement, are budgeted for 2019. These are pass-through funds. Ms. Wisdom noted that a total of \$105,000.00 in expenditures have been requested. Ms. Kern said that funds are available.

Ms. Kern reported that the General Assistance fund includes an amount of \$2,000.00. She said that these funds have not been used in 10 years.

Ms. Kern reported that a total of \$2.8 million in Food Assistance funds were received in 2017. A total of \$2.5 million is estimated in 2018. Ms. Kern stated that DSS has a cushion. She reported that these are Federal funds. Ms. Kern said that if Supplemental Nutrition Assistance Program funds become an allocation, it will require a County contribution to the program.

Ms. Kern reported that the 2019 costs for the Employment First program are in the amount of \$5,000.00; the grant requires a 50 percent match from the County. This program helps pay for gas cards for its participants. Administration costs are in the amount of \$49,311.00. These funds come from CSDSS grants (50 percent) and local funding (50 percent).

Ms. Kern reported on various elements of the DSS budget:

The CORE Services program expenditures for 2019 are in the amount of \$133,427.00. The CORE Services program revenues for 2019 are in the amount of \$133,427.00. These funds come from the State. The CORE 2019 administration costs are in the amount of \$68,911.00. The 2019 operating costs are in the amount of \$2,602.00. The total 2019 administration budget is in the amount of \$71,513.00. These funds come from CSDSS grants.

The Old Age Pension was budgeted in the amount of \$338,414.00 in 2017; it is budgeted in the amount of \$500,000.00 in 2019. These funds come from the State.

The 2019 Home Care Allowance is budgeted in the amount of \$425,000.00. These funds come from the State and the County. Ms. Kern stated that as the population ages, this budget will likely increase.

The 2019 Adult Protection Service program (client funds) is budgeted in the amount of \$2,766.00. These funds come from the State and the County. Ms. Kern reported that \$500.00

was spent in 2018. Administration costs are in the amount of \$50,788.00, and are based on actual time spent. These funds come from the State (80 percent) and the County (20 percent).

The Low Income Energy Assistance Program was budgeted in the amount of \$405,658.00 in 2017. It is budgeted in the amount of \$500,000.00 for 2019. The program runs from November 2018 through April 2019, so the entire amount of this funding will not be used. Administration costs for 2019 are budgeted in the amount of \$34,413.00. The 2019 operating costs are in the amount of \$9,931.00. The total 2019 administration budget is in the amount of \$44,344.00. The administration funds come from CSDSS grants. Ms. Kern explained that the employee who administers the LEAP program is paid from administration funds during the months that the LEAP program is not in force. Ms. Kern noted that LEAP clients do not receive funds directly; rather, energy companies receive the funding for the clients. Commissioner Bothell asked if funds are available from the Energy Resource Center. Ms. Kern explained that to receive help from the Energy Resource Center, clients must be LEAP clients.

Child Welfare administration costs for 2019 are in the amount of \$835,328.00. Revenue for these costs come from CSDSS grants (80 percent) and local funding (20 percent). Total expenditures for the 2019 Child Welfare program are in the amount of \$685,000.00. Revenues for the program are in the amount of \$323,025.00 from the Federal/State, and \$61,079.00 from the County. Ms. Kern noted that the total has to tie to the State allocation. Ms. Kern stated that the current budget does not cover the amount that is paid. DSS is at the mercy of legislation. Ms. Kern said that the County does not receive enough funding; more is needed because of the County's poverty and its drug problem. Ms. Wisdom added that it is a good possibility that the County will have to make up any deficits. Ms. Kern said this will probably not occur in 2019, but it might in the next two to three years. She stated that the Family First act will be implemented in Colorado in 2019, while other states are choosing to implement the program at this time.

Child Care administration costs for 2019 are budgeted in the amount of \$97,819.00. These funds come from CSDSS grants (80 percent) and local funding (20 percent). Program expenditures for 2019 are in the amount of \$279,140.00. These funds come from the State and the County. Ms. Kern noted that these funds cannot be used for other programs. However, funds that are not spent by Rio Grande County can be sold to other counties or returned to the State.

The Colorado Works/Temporary Assistance for Needy Families 2019 administration costs are in the amount of \$233,145.00. These funds come from the State and the County. A total of \$515,000.00 is budgeted for the program in 2019. These funds come from the State and the County. Ms. Kern noted that TANF funds can be used to supplement Child Care if necessary.

The Single Entry Point administration costs for 2019 are in the amount of \$282,627.00. Operating costs are in the amount of \$82,340.00. The total cost of the program is \$364,967.00. These funds come from CSDSS grants.

Child Support (IV-D) 2019 administration costs are in the amount of \$263,792.00. Operating costs for 2019 are in the amount of \$37,000.00. The total 2019 budget is in the amount of \$300,792.00. These funds come from CSDSS grants (66 percent) and local funding (34 percent).

The 2019 County DSS administration costs are budgeted in the amount of \$843,407.00. The 2019 County DSS operating costs are budgeted in the amount of \$226,093.00. With an RMS adjustment of \$390,500.00, the total administration expenses are in the amount of \$679,000.00. The funds come from CSDSS grants (80 percent) and the County (20 percent).

Ms. Kern reported that the total 2019 budget request for DSS is in the amount of \$10,813,133.00. County revenues from property taxes and the mill levy are in the amount of \$710,940.00.

Ms. Kern reported that the only area where DSS was overspent in 2018 was in Child Welfare. She explained that the Department has no control over this because of the varying number of children who come into the system. She said that it helps to have funding from Mineral County. She noted that Rio Grande County staff visits Mineral County every month. She explained that the Mineral County budget is separate from the Rio Grande County budget and that there are no administration costs. Only \$600.00 is budgeted for Child Care in Mineral County for 2019.

Commissioner Shriver asked if there will be new computer systems in DSS. Ms. Kern said new systems are being installed. She said the Trails system is still not working. She noted that while the other new computer systems are currently working, new phases may bring problems.

At 9:47 a.m., Ms. Wisdom presented the 2019 Rio Grande County preliminary budget. She explained that this budget must be approved today, per State statute.

Commissioner Bothell asked if the salary increases would be in the amount of five percent (cost of living) plus two percent merit raises. Ms. Wisdom said these would be the salary increases for all employees except jail employees, who will receive an increase of \$2.00 per hour.

Commissioner Bothell stated that prisoner fees in the amount of \$58,223.00 do not show in the preliminary budget. Ms. Wisdom explained that this amount is included in the Sheriff's fees. Other discrepancies in the preliminary budget were discussed. Commissioner Bothell expressed frustration at the lack of time to review this preliminary budget. Ms. Wisdom said she would resolve the discrepancies. Commissioner Bothell said that some department heads' requests do not match the requests on the preliminary budget. Ms. Wisdom said these requests have been changed. Ms. Wisdom noted that all jail employees are scheduled to receive a salary increase of \$2.00 per hour in lieu of the cost of living increase. Sheriff's Office employees will receive the five percent cost of living increase and the two percent merit raises.

Commissioner Bothell asked if the \$250,000.00 grant to the airport has been awarded. Ms. Wisdom said it has not. However, the amount of this grant should be included in the preliminary budget. If the grant is not awarded, the work at the airport will not be completed. Ms. Wisdom said that the grant amount will be included in both expenses and revenues, so a supplemental budget will not have to be completed if the grant is not awarded.

The Board discussed a specific salary that was paid in one way in the past, and is now being paid in a different way.

Ms. Wisdom distributed the Tourism Board's 2019 budget request to the Commissioners as information for their noon meeting with the Town Board of South Fork.

Ms. Wisdom presented the resolution to deny the conditional use application for the Community Energy Solar garden. The resolution was signed. Book 593 Page 1123

At 10:17 a.m., Dixie Diltz, Land Use Department, was present to discuss the requests for proposal to revise the County's Land Use code book. The bids were opened at the September 26, 2018, meeting:

John Wilder:	\$125.00 per hour; received September 18, 2018
RG and Associates:	\$85,535.00 without optional tasks \$104,390.00 in five phases with optional tasks; received September 24, 2018
Montgomery Little and Soran:	Not to exceed \$65,000.00 Includes three people, mileage, per diem, and hotel \$5,000.00 retainer required; received September 25, 2018
Plan Tools:	\$75,000.00, not to exceed \$100,000.00 Optional services can be negotiated; received September 21, 2018

Ms. Diltz reported that two bids were received from law firms. She stated that she did not feel either firm had expertise in drafting land use codes. She said that John Wilder made good comments, but recommended that a great deal of the work be done by staff and the BOCC. Ms. Diltz said this had been tried in the past and was unsuccessful. Commissioner Bothell added that his bid was open ended with no end goal. Ms. Diltz reported that Montgomery Little and Soran provided a flat price, but did not address the sign code, enforcement, or the approval process. Commissioner Bothell said that references indicated that Montgomery Little and Soran's experience was in representing clients in land use law suits. Commissioner Shriver added that Montgomery Little and Soran did not include an action plan, or plans for public engagement.

Ms. Diltz stated that Plan Tools and RG and Associates were very close in price and followed the guidelines of the RFP. She said that RG and Associates has history and background with the County; it reviewed the current Land Use code book. Chairman Glover said that RG and Associates has the information from the review, and said it could provide a cleaner fix. He noted that the difference in price between Plan Tools and RG and Associates is \$10,000.00.

Ms. Diltz expressed concern that the Plan Tools revisions might be too generic and based on information from the Front Range. She noted that she has received comments that people do not want Land Use codes that are not specific to the County. Commissioner Shriver said that

Plan Tools would be provided with the recommended changes made by RG and Associates. Ms. Diltz said that RG and Associates has worked with the County on other projects. However, she said she was uncomfortable with the number of typographical errors in the RG and Associates bid.

Commissioner Shriver asked Ms. Diltz with which firm she is most comfortable working. Ms. Diltz said she has been comfortable working with both RG and Associates and Plan Tools. Commissioner Bothell asked if the Plan Tools price will go up, if the codes are not generic. Commissioner Shriver said that some sort of template will have to be used.

Ms. Diltz reported that RG and Associates provided more community engagement options in its bid. It also spelled out how the adoption of the new code book would be completed. Commissioner Shriver said that public engagement is needed, if the public is willing to engage in the process.

Commissioner Bothell asked what the budget is for this project. Ms. Diltz said that \$50,000.00 has been budgeted for the project, with another \$50,000.00 coming from a Department of Local Affairs grant (\$100,000.00 total). Commissioner Bothell said that if RG and Associates was chosen, it would cost an additional \$4,000.00 over the budget, to pay for the options it provided. Commissioner Shriver said that the options could be discussed at a later date.

At 10:29 a.m., Dwight Freeman, Planning and Zoning Board, was present for the discussion. Commissioner Shriver briefly reviewed the bids with him. She noted that RG and Associates provided more public engagement opportunities, which will be important. Mr. Freeman asked if Plan Tools and RG and Associates are similar firms. Ms. Diltz said that three people are listed in Plan Tools bid. Mr. Freeman said that RG and Associates is probably a deeper firm. Commissioner Bothell added that RG and Associates is larger and has several offices. Chairman Glover stated that RG and Associates has worked in small communities. He also said that the community involvement helps justify the \$10,000.00 difference between the bids.

Mr. Freeman asked how many hours RG and Associates will spend on the project. Ms. Diltz showed him the number of hours listed in the bid. Mr. Freeman said that RG and Associates intends to work many more hours. Commissioner Bothell stated that RG and Associates has information that will allow it to perform deeper work. Ms. Diltz stated that Plan Tools has fewer hours listed and will have to spend time reviewing RG and Associates assessment of the current Land Use code book. She said that monthly statements will be provided that will show the number of hours worked.

Commissioner Shriver stated that she favors awarding the project to RG and Associates. Commissioner Bothell noted that Plan Tools intends to complete the project in three phases: code potential and code update. She asked if Plan Tools addressed policy. Ms. Diltz said policy is included in Plan Tools options. Ms. Diltz reminded the Board that the DOLA grant requires that the sign code be drafted. Commissioner Shriver noted that RG and Associates includes the sign code in its option one.

Mr. Freeman asked how new issues will be addressed and included in the code book in the future. Ms. Diltz explained that the new code book will be organized differently so new items can be included easily. She said that RG and Associates has addressed this issue. Commissioner Shriver said that work on new issues could be managed through a contract or with a retainer.

Commissioner Bothell asked if the new code book will be digital and searchable. Ms. Diltz said that RG and Associates will provide a digital copy only; Plan Tools will provide a digital copy and a hard copy.

Ms. Diltz reported speaking with the County Clerk and Recorder about codifying this information. Chairman Glover said that a search capability would be good. Commissioner Shriver asked which product would be best for the County. Ms. Diltz said that RG and Associates would likely provide the best product. Chairman Glover said that the additional \$4,000.00 would not be a deal breaker. Commissioner Shriver reiterated the importance of public engagement, and Ms. Diltz agreed, noting that this project should not cause a "public outcry." Commissioner Shriver said that the challenges presented by individuals and the community need to be addressed. She strongly suggested that the options be included, because the County is already dealing with issues such as tiny homes and short-term rentals. Chairman Glover said that these issues need to be addressed with RG and Associates; Ms. Diltz said these issues would be addressed in the initial meeting.

Commissioner Bothell moved to accept the bid from RG and Associates in an amount not to exceed \$104,390.00. Commissioner Shriver seconded the motion and the motion carried.

At 10:55 a.m., pursuant to C.R.S. 24-6-402(4)(f), the Board agreed to go into executive session for personnel reasons.

At 12:00 p.m., the Board came out of executive session and the meeting was recessed.

At 1:40 p.m., Ms. Wisdom distributed a payroll spreadsheet that includes all employees as requested by Commissioner Bothell. The worksheet off which Commissioner Bothell was working changed as discussions about salary changes were considered. She explained that the salaries listed in the DSS budget are higher than those shown in the spreadsheet because the DSS budget is separate from the County budget. She said that new positions are included in this spreadsheet.

Ms. Wisdom explained that the discrepancies noted earlier in the meeting have to do with the CIC accounting software; some accounts had not been marked correctly, to show in the budget worksheets, so that they would be included in the preliminary budget. This was corrected and addressed Commissioner Bothell's concerns.

Ms. Wisdom explained that an account was created in 2017 for prisoner fees, which are fees collected for holding prisoners. This account did not appear in previous budgets so she decided to include it with the Sheriff's fees again. The amount budgeted for 2019 is \$50,000.00.

Ms. Wisdom said there will be a public hearing regarding the 2019 County budget on November 29, 2019. The budget will be adopted on December 12, 2018, at a Special Commissioners Meeting. Ms. Wisdom stated that the 2019 Commissioners' County goals need to be discussed and included in the budget.

Ms. Wisdom reported that the 2019 preliminary County budget is in the amount of \$23,526,391.00.00. This is an increase of 4.81 percent from last year. The County will have to dip into its fund balance in the amount of \$2,057,907.00 to balance the budget.

Chairman Glover asked if this budget "gives everyone what they wanted." Ms. Wisdom said it does. She also noted that DSS has budgeted for \$10.8 million, but it does not always use the total amount of funds.

Commissioner Bothell noted that the merit raises will not all be given at the beginning of the year. Ms. Wisdom said that this year, they are budgeted on the employee's hiring anniversary. She noted that there is not much cushion in this year's budget. Ms. Wisdom will post the preliminary budget on the County website and will also post a notice of the public hearing in the Monte Vista Journal.

Commissioner Bothell suggested calling "pickups" listed under Capital Expenditures "vehicles." The consensus of the Board was to agree.

Ms. Wisdom said that when the preliminary budget is approved, it will be sent to the department heads for their review.

Commissioner Shriver moved to approve the 2019 preliminary budget. Commissioner Bothell seconded the motion and the motion carried.

Ms. Wisdom said that the employee appreciation event is scheduled in the near future, and depends on the DSS staff's schedule. She reported that there will be a benefits fair on November 9, 2018. There will be no Mangers' Meeting on October 17, 2018.

At 1:57 p.m., Commissioner Bothell moved to adjourn the meeting. Commissioner Shriver seconded the motion and the motion carried. The meeting was adjourned.

Attest:

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Gene Glover, Chairman  
Chairman of the Board

Mona Syring  
Clerk of the Board

COUNTY COMMISSIONERS' PROCEEDINGS

State of Colorado            )  
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The Board of Rio Grande County Commissioners met in regular session on Wednesday, October 17, 2018. Members present were Chairman Gene Glover, Commissioner Suzanne Bothell, Commissioner Karla Shriver, County Administrator Roni Wisdom, and Clerk of the Board Mona Syring.

At 9:00 a.m., Chairman Glover called the Board meeting to order. Commissioner Bothell gave the opening prayer. The Pledge of Allegiance was said.

Commissioner Shriver moved to approve the agenda with the addition of the approval of the October 10, 2018 minutes. Commissioner Bothell seconded the motion and the motion carried.

Chairman Glover asked if there were any public comments. Ashley McCuaig, Assistant District Attorney was present to discuss the District Attorney's 2019 budget request. Mr. McCuaig reported that after the District Attorney's budget request was made, the office received notification that its health insurance premiums will increase in the amount of 26 percent. Mr. McCuaig said that the District Attorney's budget is not functional; insurance for the District Attorney's staff will cost \$149,000.00. He noted that Alamosa County has increased the amount it contributes to the DA's office in the amount of \$30,000.00. He asked what amount Rio Grande County plans to contribute in 2019. Mr. McCuaig explained that the starting salary in the District Attorney's office is \$51,650.00.

Commissioner Shriver noted that Rio Grande County significantly increased the cash amount it contributes to the DA in 2018. This cash amount does not include the in-kind amount that the County provides in the way of office space, utilities, and office cleaning services. She added that the same amount will be contributed in 2019. Ms. Wisdom stated that the amount budgeted for the District Attorney for 2019 is \$236,000.00, which is the same amount as in 2018. Mr. McCuaig asked if the Board reviewed the DA's budget and identified frivolous spending. He stated that this budget is unworkable.

Commissioner Shriver explained that the County only has so much money and is already dipping into its reserve funds in the amount of \$2 million in 2019. Mr. McCuaig stated that State statutes indicate that DA costs must be cut according to the recommendations of the BOCC.

Chairman Glover said that the Board believed the 2018 increase would cure the budget problem, yet, the chasm has opened even more. Mr. McCuaig explained that a projected budget for 2018 and 2019 was presented last year; he said the DA's budget should be in the amount of \$2 million. He added that the budget is currently at a 10-year low; cost of living raises cannot be given to the DA's staff. Chairman Glover noted that the County is making up for the lack of staff salary increases, as well.

Commissioner Bothell noted that Mr. McCuaig was been on the BOCC's meeting agenda twice and did not attend to discuss the preliminary budget. Mr. McCuaig apologized, noting that the absence was due to being busy and being in court.

Chairman Glover said that the DA's budget problem is well understood and that the State and Federal government should provide funding. Mr. McCuaig agreed, noting that CCI tried to run a legislative bill that would provide State funding to the office. The bill failed. The State said that DA funding is a county problem; at the same time, the State provided public defenders with a raise. Commissioner Bothell stated that counties cannot compete with the State for funding. Mr. McCuaig stated that public defenders outnumber assistant district attorneys.

Commissioner Shriver noted that better communication is needed between CCI and the Colorado District Attorneys' Council. Chairman Glover stated that everyone's voice needs to be heard. Mr. McCuaig stated that the bill needs to be run again. Commissioner Shriver noted that it becomes a rural vs. urban issue. Mr. McCuaig added that larger counties are happy with the situation as it is. Commissioner Shriver stated that it is difficult to get support from Senator Larry Crowder and Representative Donald Valdez. Mr. McCuaig stated that Senator Crowder has said that he will run a bill if it is appropriate. Chairman Glover said that a discussion is needed with Senator Crowder, Representative Valdez, and Alamosa County Commissioner Helen Sigmond about the DA's budget. He said he would call Senator Crowder today. Commissioner Shriver said it is hard to get momentum going.

Mr. McCuaig reported that the DA's office receives good support from the Monte Vista Neighborhood Watch organization. Commissioner Shriver said that the Board appreciates the DA's office. Mr. McCuaig said that the DA's office is trying to be open with funding requests.

At 9:21 a.m., Commissioner Bothell moved to approve the minutes from the September 26, 2018, meeting with changes. The approval of the October 10, 2018, minutes was tabled until the next meeting.

The consent agenda, which included the October 2018 mid-month vouchers (including Department of Social Services vouchers) and the October 2018 Veterans Service report was presented. Commissioner Bothell moved to approve the consent agenda. Commissioner Shriver seconded the motion and the motion carried. The vouchers were signed.

At 9:27 a.m., Kim Gonzales was present. She reported that she was interested in purchasing the property that was recently purchased by the County. She asked if the County would consider selling the property to her. Commissioner Shriver noted that she informed the Board of Ms. Gonzales's interest in the property early in the summer. Chairman Glover said that the County is not interested in selling the property at this time. He explained that the property might be used for the expansion of DSS or it might be used as a parking lot. Ms. Gonzales asked why the existing parking lot is empty. She said she is interested in the whole property, but would be willing to purchase only half. Commissioner Bothell asked if the property was large enough to split. Ms. Gonzales said that it is a large property.

Commissioner Shriver said that the vision for the property has not been developed, and noted that the Board is on notice that Ms. Gonzales would like to purchase the property. Commissioner Bothell said that this sort of situation occurs in real estate deals. Chairman Glover said that plans need to be developed and Ms. Gonzales will be notified if the County decides it does not want the property after all. He added that asbestos needs to be checked on the property.

At 9:34 a.m., Patrick Sullivan, Road and Bridge Department, was present to update the Board.

Mr. Sullivan reported that County Road 13 is topped and shouldered. Striping needs to be completed and signs need to be installed. Striping will be done next week.

Mr. Sullivan reported that striping needs to be completed on a skin patching project.

Mr. Sullivan reported that a second round of mowing will be completed soon. He also reported that the drainage work in Jasper is complete.

Mr. Sullivan reported that he attended a Highway Users Tax Fund meeting in Alamosa. He also reported that the Road and Bridge crew met with the Colorado County Officials and Employees Retirement Association for the first time in four years. Mr. Sullivan stated that the Department's 2019 budget has been submitted.

Mr. Sullivan reported that proposed work for the Department includes completing County Road 13 and Schedule A roads, as weather permits. He also reported that a transmission has been returned for a Department vehicle.

Mr. Sullivan reported that he will attend a Pro Com seminar next week that will focus on Commercial Driver's Licenses. He also said that work on snow plows may not be able to be started. Flagger certificates will be issued next week.

Chairman Glover asked Mr. Sullivan if he received a telephone call from a citizen regarding County Road 14A. Mr. Sullivan said he had not. He explained that there is no construction work planned for this road, although some rebasing is needed. He also stated that this road is due to be graded.

Mr. Sullivan reported that work is being done on the upper end of San Francisco Creek. He also said that he has received a request to grade a road that comes off County Road 14B.

Mr. Sullivan reported that Road and Bridge crews are working on placing rip rap in a drainage ditch on County Road 3 South.

Mr. Sullivan said that a heater has been installed in the grader room of the Road and Bridge building. This will create an energy rebate in the amount of \$2,500.00. He also said that the Department is working on large equipment repairs.

Mr. Sullivan asked if the vault bathroom will be installed in Summitville on October 25, 2018. He also asked if the on-site crane is adequate to handle the installation. Commissioner Shriver said the bathroom is on schedule for October 25, 2018, and that Monte Vista Machine and Tool will perform the crane work. Monte Vista Machine and Tool is working with the bathroom installer.

She also stated that the Road and Bridge Department may not be needed to assist with this project, unless there is a need for traffic control.

At 9:47 a.m., Ms. Wisdom reported that she will make reservations for the upcoming CCI conference today. Hotel rooms will be booked for two nights.

Ms. Wisdom reported that there will be an open house as the Alamosa County Justice Center on October 19, 2018, from 3:30 to 4:30 p.m.

Ms. Wisdom reported that a meeting with the Town of Del Norte is tentatively scheduled for October 30, 2018.

Ms. Wisdom reported that she will be out of the office on October 23, 2018.

Ms. Wisdom reported that the Employee Appreciation lunch is scheduled for November 8, 2018, at 11:30.

Ms. Wisdom reported that there will be a benefit fair, in two sessions, on November 9, 2018, at 9:00 a.m., and at 1:00 p.m. Representatives from CTSI, CCOERA, WBS, Social Security, and Medicare will be in attendance. There may also be a flu clinic that day, if the Department of Public Health has enough vaccine.

Ms. Wisdom reported that the 2019 County budget will be reviewed in November. There will be a public hearing on the budget on November 29, 2018, at 1:30 p.m. The budget will be approved on December 12, 2018. Ms. Wisdom suggested that the District Attorney's budget be discussed. She also said that the County's 2019 goals need to be discussed for inclusion in the budget. Chairman Glover suggested that legislative priorities be included in the goals. A work session was scheduled for October 24, 2018 at 1:30 p.m. Ms. Wisdom will compile information regarding the County's in-kind contributions (e.g., office space rent) to the DA's budget for this meeting. The Board discussed increasing the rent amount for the DA's office space. It also discussed the discrepancy between public defenders' salaries and Assistant District Attorneys' salaries. Commissioner Bothell asked if the District Attorney's staff might be eligible for CCOERA since they are funded by the County. Commissioner Shriver said that this is worth looking into, and that CTSI bylaws should be reviewed.

At 10:03 a.m., Emily Brown, Department of Public Health was present to update the Board.

Ms. Brown thanked the Board for promoting the Community Health Needs Assessment meeting, scheduled for October 23, 2018.

Ms. Brown reported that the administering of flu shots is going well. She said there was a good turnout for the Monte Vista flu clinic; the amount of people who attended was double the amount in 2017. Ms. Brown stated that the jail nurse is assisting in administering flu shots for the jail staff. Upcoming flu clinics include:

Sargent, October 25, 2018, Sargent Elementary, 3:00 to 6:00 p.m.  
South Fork, November 3, 2018, South Fork Ambulance/Fire, 7:00 to 10:00 a.m.

Ms. Brown reported that a nurse for the Department has been hired.

Ms. Brown reported discussing the Health Care grant with Development Resources Group and the Rio Grande Hospital Foundation. Either organization may take the responsibility for this grant in July 2019.

At 10:07 a.m., pursuant to C.R.S. 24-6-402(4)(f), Commissioner Shriver moved to go into executive session. Commissioner Bothell seconded the motion and the motion carried.

At 10:14 a.m., the Board came out of executive session and the meeting resumed.

Ms. Brown stated that the Department may be able to administer flu shots at the benefit fair on November 9, 2018. Ms. Wisdom said this would be a benefit to County employees. Commissioner Shriver suggested that an email be sent to notify employees. Ms. Wisdom said that some County employees do not have health insurance. She asked if the County could cover the cost of their flu shots, if the shots are received on November 9, 2018. Ms. Brown said that there is funding for providing some free vaccines, and noted that County health insurance covers the cost of flu shots. Ms. Wisdom said this information is included in all employee packets. Commissioner Bothell suggested that the Public Health Department set up a table at the benefits fair, outlining the services offered by the Department.

At 10:26 a.m., Ms. Wisdom reported that the 227th anniversary of the Bill of Rights is on December 15, 2018. She asked if the Board would issue a proclamation acknowledging the anniversary on that day.

At 10:30 a.m., Jan Bennet and Mettje Swift, League of Women Voters, were present to request a letter of support. Ms. Swift reported that letters of support have been received from Saguache and Alamosa Counties.

Ms. Bennet reported that Colorado women have been voting for 125 years. She stated that the League of Women Voters helps keep democracy safe. She said that people in the Valley do not vote because they believe it does not matter. She said that the nonpartisan League of Women Voters will help register people to vote. She also said that lobbyists will represent the League in Denver.

Ms. Bennet reported that the League of Women Voters has been joined by Fair Maps Colorado in supporting Amendments Y and Z, to change the method by which State and federal legislative districts are drawn. The League of Women Voters received a grant in the amount of \$30,000.00 to support the redistricting project. Ms. Bennet said there will be a meeting tonight in Alamosa to discuss the amendments. She noted that Alamosa County has endorsed the amendments.

Commissioner Shriver stated that the concept of the amendments is good. She said that this area has an issue of fair representation. She also said that it would have been good if more information had been available earlier. Ms. Bennet said that tonight's meeting should help make the amendments clearer. Commissioner Shriver asked if the amendments were constitutional amendments. Ms. Bennet said they are. Ms. Bennet said that there is a concern that people do not have faith in the system; she said that democracy is not a spectator sport.

Commissioner Shriver stated that it would be good if the League of Women Voters stays active. She noted that it could easily become partisan. Ms. Bennet said that the League is hoping to find middle ground. Ms. Swift noted that she is the daughter of a member of the League. Ms. Bennet stated that women working together are powerful. She noted that women in Colorado were given the right to vote in 1893; it took the country until 1920 to give all women the right to vote.

Commissioner Shriver asked if the County would support Amendments Y and Z.

At 10:50 a.m., Commissioner Bothell stated that ballots are being mailed this week. Discussion of the amendments will be old news if it is included in the minutes. John Noffske stated that the amendments would be beneficial to rural counties. Commissioner Bothell stated that a presentation was made at the San Luis Valley County Commissioners meeting. Commissioner Shriver agreed that the amendments would be beneficial to rural areas, noting that at the federal level, redistricting might spread out districts and dilute concentration. She said that federal seats could be contested more. Commissioner Bothell said that the last time redistricting was done, was after the census. She said redistricting depends on who is in charge of the legislature. Mr. Noffske said the last redistricting was done to balance ethnicity. Commissioner Bothell said that everyone sees the issue differently. Mr. Noffske said that independent voters would be on the redistricting commission. Commissioner Bothell said that everyone has political leanings, and there would be opportunities for misleading. Mr. Noffske asked what the downside of the amendments is. Commissioner Shriver expressed concern that these are constitutional amendments and that there has been very little information disseminated about them. She recommended that voters study the Blue Book. Chairman Glover said that the Blue Book should be studied and the issues should be discussed with other people.

At 11:00 a.m., Ms. Wisdom presented a request from Paul and Rene Lindke to vacate a portion of Kenosha Pass Road adjacent to Lots 10, 11,12, Block 37; Lots 13, 14,15, Block 38 in Alpine Village 7 subdivision. She also presented a request from David Zimmer to vacate a portion of Chehallis Road adjacent to Lots 14, 15, 16, Block 17; Lot 13, Block 16 in Alpine Village 5 subdivision. Ms. Wisdom explained that she has spoken to Patrick Sullivan, Road and Bridge Department about these requests and he did not have any concerns about either vacation. Commissioner Shriver moved to approve the requests to vacate the portion of these roads. Commissioner Bothell seconded the motion and the motion carried. Book 593 Page 1295 is for Kenosha Pass Road vacation. Book 593 Page 1297 is for Chehallis Road vacation.

At 11:04 a.m., Louise Colville, Rio Grande County Museum Director, was present to update the Board. Ms. Colville reported that the Board is updated every October on the Museum's goals and the progress the Museum has made.

Ms. Colville distributed policies for how donations are accepted and asked for the Board's approval.

Ms. Colville reported that she is working on a disaster plan for the Museum, and she is working on other issues, including creating a deaccession list. She explained that the deaccession list is created by reviewing items and determining whether they meet the mission of the Museum or if they are of high enough quality to be displayed. She noted that several items are on the deaccession list because they are duplicates of other items in the Museum. She requested the Board's approval of the deaccession list. She said that in some cases, there is no family to which the deaccessioned items can be returned. Commissioner Bothell suggested that the Museum hold a garage sale to dispense with these items. Commissioner Shriver moved to approve the deaccession list. Commissioner Bothell seconded the motion and the motion carried.

At 11:15 a.m., pursuant to C.R.S. 24-6-402(4)(f), Commissioner Bothell moved to go into executive session for personnel reasons. Commissioner Shriver seconded the motion and the motion carried.

At 11:28 a.m., the Board came out of executive session and the meeting resumed. Chairman Glover asked for the Commissioners' updates.

Commissioner Shriver reported that Tri County Senior Citizens Center is 100 percent full. She also reported that there is a new Department of Housing and Urban Development rule regarding smoking near the building. Commissioner Shriver stated that a retreat is scheduled to plan for 2019. She reported that Tri County will no longer serve breakfasts.

Commissioner Shriver reported attending a Development Resources Group and Council of Governments meeting. The 2019 dues will be assessed soon. Commissioner Shriver stated that a five-year economic development plan was discussed.

Commissioner Shriver reported that water management group, Subdistrict 1, is down 250,000 acre feet because of the drought and this could impact the County. She said that the Subdistrict may not be able to meet its 20-year goal as required by SB 222. She said that serious adjustments in water management may be needed.

Commissioner Bothell reported that a five-year analysis is being conducted by the South Central Seniors. She said there will be a meeting on November 13, 2018, at 6:00 p.m., in the Annex to gather public input.

Commissioner Bothell reported being on a conference call regarding the Canada/Mexico trade agreement. Mr. Noffske asked if exporting potatoes is part of the agreement. Commissioner Bothell stated that she talked to Jim Ehrlich, Colorado Potato Administrative Committee, who said there are five families who grow potatoes in Mexico and control the market there. She said the new trade agreement addresses dairy products, poultry, wheat, eggs, automobile manufacturing, and electronic copyrights. She said the agreement includes food safety provisions. She also said that there will be no tariffs on electronic and digital products. Copyrights will be in force for 75 years for electronic products and for 10 years for drug patents.

Chairman Glover reported attending the CCI legislative committee meeting. He said that 10 bills were chosen to address, including the Underfunded Courthouse Grants. He stated that seven items have been supported by the County. He said this is a "good shot to do good work." Commissioner Bothell asked if the District Attorney's budget was addressed. Chairman Glover said it was not, because it is a problem that people are already addressing. Commissioner Shriver said that CCI and CDAC need to communicate. Chairman Glover said there are several CCI staff changes; how this will affect the County will be known in November. A new CCI director will be appointed by the CCI board.

At 11:40 a.m., Chairman Glover reported receiving bids for several vehicles: a truck for the Sheriff's Office and a van for DSS. The bid for the DSS van was in the amount of \$28,553.00 with a \$3,000.00 rebate (\$25,553.00 total). He reported that Town and County Car and Truck Center has used vehicles available that could be purchased for the Emergency Manager and Public Health's use. He also said that a 2019 vehicle with hail damage could be purchased for \$29,500.00 (original price: \$37,900.00). Ms. Wisdom stated that if the vehicle is purchased now, a supplemental budget would have to be done and the funds taken from the 2019 budget. She noted that the 2018 budget is doing well and is still under budget through the third quarter of 2018.

Chairman Glover stated that it might make sense to purchase the 2019 vehicle. Commissioner Shriver agreed. Commissioner Bothell stated that her preference would be to wait to make the purchase under the 2019 budget. She said that the Board had discussed selling the County's fleet vehicles to help with the cost of the new vehicle. Chairman Glover said this may be the best deal, but noted it did not make a difference to him. Commissioner Shriver said it could go either way, but noted that this may be the better deal now. Chairman Glover suggested that the Board think about it.

Chairman Glover said that he would move forward with the purchase of the DSS van. Commissioner Bothell asked to see the bids for the vehicles in order to provide documentation for the sale. She noted that governments get in trouble without the proper evidence. Chairman Glover said he would put the bid comparison together for the next meeting.

Ms. Wisdom reported that work continues on the policies and procedures document that was required by the last audit. She said there are quite a few policies and procedures, and asked how the Board would like to review them: all at once or as they are written. It was decided that the Board would review the policies and procedures as they are written, then again when the document is complete.

Ms. Wisdom reported that Bobbie Hatton is interested in serving as the County's facilities and fleet manager. This would be a promotion for Ms. Hatton. Ms. Wisdom asked for the Board's approval. Commissioner Shriver asked if a separate job description would be written. Ms. Wisdom said the job description needs to be created. The Board will consider this new position.

At 12:00 p.m., Commissioner Shriver moved to adjourn the meeting. Commissioner Bothell seconded the motion and the motion carried. The meeting was adjourned.

Attest:

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Gene Glover, Chairman  
Chairman of the Board

Mona Syring  
Clerk of the Board

#### COUNTY COMMISSIONERS' PROCEEDINGS

State of Colorado            )  
  ss  
County of Rio Grande        )

The Board of Rio Grande County Commissioners met in regular session on Wednesday, October 31, 2018. Members present were Chairman Gene Glover, Commissioner Suzanne Bothell, Commissioner Karla Shriver, County Administrator Roni Wisdom, Clerk of the Board Mona Syring, and Clerk of the Board in Training Nikita Christensen.

At 9:00 a.m., Chairman Glover called the Board meeting to order and gave the opening prayer. The Pledge of Allegiance was said.

Commissioner Bothell moved to approve the agenda with the deletion of a discussion regarding blight, and changes of times to visit the Department of Social Services for Halloween and to hear a liquor license renewal. Commissioner Shriver seconded the motion and the motion carried.

Chairman Glover asked if there were any public comments and there were none.

Commissioner Bothell moved to approve the minutes from the October 10, 2018, meeting with changes. Commissioner Shriver seconded the motion and the motion carried. Commissioner Bothell moved to approve the minutes from October 17, 2018, meeting with changes. Commissioner Shriver seconded the motion and the motion carried.

Commissioner Shriver suggested that the snow removal policy be distributed to employees.

The consent agenda, which included the October 2018 end-of-the-month vouchers and the October 2018 payroll was presented. Commissioner Bothell moved to approve the consent agenda. Commissioner Shriver seconded the motion and the motion carried. The vouchers were signed.

### October 2018 Extra-Run Vouchers

VENDOR	SERVICE	AMOUNT
CenturyLink	Telephone	\$426.79
Verizon Wireless	Telephone	\$203.20
Verizon Wireless	Telephone	\$1,258.45
Verizon Wireless	Telephone	\$170.40
Verizon Wireless	Telephone	\$325.51
Xcel Energy	Electricity/Gas	\$6,838.37
<b>TOTAL</b>		<b>\$9,222.72</b>

### October 2018 Mid-Month Vouchers

VENDOR	SERVICE	AMOUNT
Agency Tourism Marketing	Leads Processing	\$125.00
Alpine Archaeological Consultants, Inc.	Summitville CDPHE Grant/Kristine Borchers/CDPHE 19 Fees	\$20,230.79
Alta Fuels, LLC	Inv Cont - 203606, 203565 /Acct# 1935	\$16,524.87
Axon Enterprises, Inc.	Acct# 107320/Taser Cartridges	\$1,750.00
Billings Electric, Inc.	Electrical Labor to Disconnect the Floor Box in Roni's Office	\$212.50
Brandon Rogers	Miles and Meeting	\$56.16
Brown's Septic Svc Inc.	Rental Portable Restroom	\$76.00
Bryan Christensen	Miles and Meeting	\$60.35
Carol Keith	Serve Safe Certificate Class	\$140.00
CenturyLink	Acct# 7196573325233	\$61.79
Ciello Powered by SLVREC	Acct# 7000703800	\$97.60
Ciello Powered by SLVREC	Acct# 7000860100	\$93.86
Ciello Powered by SLVREC	Acct# 7000758500	\$97.75
Ciello Powered by SLVREC	Acct# 7000751300	\$562.44
Ciello Powered by SLVREC	Acct# 7000751200	\$527.10
Ciello Powered by SLVREC	Acct# 7000708800	\$59.95
Co Dept. of Pub Hlth & Env	Account 03-14 Isds Fees/5 OWTS X \$20.00	\$100.00
Coast to Coast Computer	Acct# 291679/Toner	\$298.00
Colorado Counties Inc.	Winter Conference/John Noffske, Gene Glover, Suzanne Bothell, Roni Wisdom	\$1,400.00
Colorado Depart. of Revenue	Acct# 01277561-0001	\$293.00
Conejos County Nursing	July and September 2018 Payment	\$4,581.62
Cornerstone Construction, LLC	Acct# RGSO	\$125.00
CPI/Guardian	Acct# RGSO/Inmate Clothing Storage	\$6,500.00
Daniel & Kendra Koehn	Storage Rental Jul-Dec 2018/Unit C	\$150.00
Direct TV	Acct# 045235405	\$178.98
District Attorney Office	10Th Portion of the 2018 Budget	\$19,666.67
Dixie Diltz	Miles to Meetings and Blight	\$48.60
Doug Cooper	Miles and Meetings	\$52.07
Edifice Creative, LLC	Monthly Tourism Engine	\$50.16
Gene Glover	CCI Denver 498 Miles	\$224.00
Glenn's Auto Repair, Inc.	Acct RGSO/2006 Ford F150 - Rewire Headlights	\$91.80
Gobins, Inc.	Acct# 21611Can	\$34.73
Gobins, Inc.	Acct# 21609	\$33.43
Gunbarrel Station, Inc.	A-18/A-30/84	\$55.00
Haynie's Inc.	Inv Cont - 488562/Acct# 7068	\$79.73
J. & J. Rental Centers, LLC	Hotsy Switch	\$94.10
Jack's Market	Inv Cont - 373747, 159694, 376050, 376899, 377301, 378014, 380194/Acct4000	\$78.29
James Clare	Miles and Meetings	\$52.25
KASY	Television Spots	\$237.33
Kathy's Fabric Trunk	Acct RGSO/48 Patches	\$96.00
Ken's Service Center	Oil Change for 2008 Ford F150	\$73.48
Ken's Service Center	Inv Cont - 52900, 52865, 52683/Acct RGSO	\$2,636.51
Kimberly Bryant	Monthly Pay September 2018/SIM	\$2,536.29
Kristi Hillis	Monthly Pay for September 2018	\$1,125.00
Krqe.Com	Digital Ads/Wallpaper Ads	\$785.72

KWBQ	Television Spots	\$497.30
Lenco West, Inc.	Zink Rod	\$12.88
Maddox Collections	Pre-Employment Drug Tests	\$60.00
Mark Mueller	Miles and Meetings	\$56.30
Master Print & Web Design, Inc.	Quarterly Website Hosting for RGPP	\$120.00
Master Print & Web Design, Inc.	Website Hosting/Domain Rental/ Search Engine Optimization	\$205.00
Matco Tools	360 Swivel Del	\$137.45
MDS Waste & Recycle, Inc.	Cust# 636860026494 for Oct	\$143.00
Meadow Gold Dairies, Inc.	Inv Cont - 81002920/Acct# 1052229	\$343.50
Mike Schaefer	Miles and Meeting	\$56.30
Mobile Record Shredders, LLC	Recycling Fee	\$28.00
Monte Electric	Labor to Repair Handle and Switch on Floor Buffer	\$75.00
Monte Vista Cooperative	Acct# 4545094	\$868.33
Park County Jail	September Billing	\$810.00
Pen Craft Design Company	Tourism Assistant - Sept	\$800.00
Roadsafe Traffic Systems, Inc.	Paint	\$19,533.00
Russell Surveyors & Associates, Inc.	Drafting Services - Floorplans, Elevation and Section for Permit in Rio Grande County/Structural Engineering Service - Analysis and Drafting Permit Drawings	\$2,000.00
S & S Distribution, Inc.	Water Delivery	\$31.00
Sam's Club	Acct 1018 2538/Sept Billing	\$3,119.38
San Luis Valley Regional	Replace Insulated Glass in Treasurer Office/26 X 68	\$285.00
San Luis Valley TV Inc.	4th Quarter for 2018	\$1,450.00
Shamrock Foods Company	Inv Cont - 11012655/Acct# 86268	\$2,534.35
SLV Behavioral Health Group, Inc.	Behavioral Health Group/SIM - September 2018	\$5,135.10
Staples Business	Post Its, Hole Punch, Calc Ribbon, Reinforcements, Printer	\$394.68
Staples Business	Office Furniture	\$1,467.75
Stericycle Inc.	Regulatory Updates for September 2018/Regulatory Updates for October 2018	\$83.34
Suncor Energy	Inv Cont - 924299163, 924311626, 924308381, 924341050, 924350960, 924363925, 924363924, 924374545, 924399631, 924367663	\$137,596.50
The Sidwell Company	GIS Rio Grande County/Map Plotter and GIS Training	\$15,885.00
Thyssenkrupp Elevator	Elevator Contract # 17952 - 10/01-12/31/2018	\$848.37
TKK Electronics	Acct RGSO/Forest Service Grant	\$3,014.00
Tom Haefeli	Miles and Meeting	\$66.20
Torres Plumbing & Heating, LLC	Install New Acorn Ss Lv - Toilet Combo/Install New Hammer Arrestor (Jail)/Unclogged Sewer line in B-Pod	\$4,723.79
Total Office Solutions	Acct# 21609-0/Chair	\$339.14
Town of Del Norte	Museum 1512/Annex 1892/Courthouse 1822/1035 6th St 1030.2	\$453.55
Valley Courier	Ad for Cook/Detention/Deputy	\$517.50
Valley Courier	Ad for PH Nurse	\$128.25
Valley Equipment Leasing, Inc.	Inv Cont - 103480, 103684, 104025, 103885, 103836, 104024, 104023, 104026/Acct# RGCMV	\$13,477.53
Valley Imaging Products, LLC	Sheriff	\$80.42
Valley Imaging Products, LLC	Monthly Copies	\$17.50
Valley Lock And Security, Inc.	Monitoring for Year 2018	\$105.00
Valley Lumber And Supply, Inc.	Nails	\$10.43
Valley Publishing	Ad for Cook/Detention/Deputy	\$147.75
Valley Publishing	Bontrager	\$24.00
Vendola Plumbing, Inc.	Acct# Riogshe/Replacement of Water Heaters/1/2 Proposal Amount	\$14,215.00

	Inv Cont - P03C0471216, P03C0471289, P03C0471954, P03C0472039, S03W0842303, S03W0842167, P00C2101312, P03C0471736, S03W0842094	\$5,452.38
Wagner Equipment		
Waste Management-	Cust# 05925-74006	\$234.06
Wex Bank	Acct# 0406-00-819100-9	\$339.06
Wex Bank	Acct# 0406-00-819102-5	\$878.98
William F. Dunn	Legal Fees for Sept and Oct	\$850.00
	Recycling Fees for Hard Drives/Recycling Fees for Direct TV Boxes	\$56.20
WSB Computer Services	Acidsee Ultimate Pack	\$109.00
WSB Computer Services	New Computers/Battery Backup	\$7,578.00
WSB Computer Services	Recycling Fees for Toner	\$3.60
WSB Computer Services	Surface Pro Tablet Hcc	\$1,912.00
Xcel Energy	Acct# 53-1083310-0	\$1,893.54
Xcel Energy	Acct# 53-1084871-0	\$2,010.25
<b>TOTAL</b>		<b>\$335,567.58</b>

### October 2018 End-of-the-Month Vouchers

VENDOR	SERVICE	AMOUNT
Airgas USA, LLC	Payer 2414544	\$220.37
Airport Rd Café	CFR Meeting	\$375.00
Alamosa County	Oct 2018 Rent	\$315.00
Alta Fuels, LLC	Inv Cont - 205692	\$16,214.49
American Electric Company	Light Bulbs for Outside of Jail	\$207.55
Brown's Septic Svc Inc.	Restroom and Cleaning Service	\$23.00
Brown's Septic Svc Inc.	Restroom Cleaning	\$46.00
	Check All Four Furnaces in Museum. Found Bad Electrical Connections and One Draft Inducer Motor Running All the Time	\$413.17
Brumley Plumbing Heating	Acct# 101-1260978-000	\$60.10
Business Solutions Leasing, Inc.	Miles and Meeting	\$73.40
Cary Aloia	Cust# 521	\$315.72
Center Parts Store, Inc.		\$185.53
CenturyLink	Acct# 7196573454	\$61.55
CenturyLink	Acct# 7198735588	\$54.46
CenturyLink	Acct# 7198524781	\$442.74
Chaffee County Sheriff	September Holding	\$315.00
Charles Stillings	Meeting and Miles	\$65.75
	Labor (Checked Furnace Was Locked Out, Services and Checked Operations)	\$156.00
Chavez Plumbing & Heating, LLC	Acct# RGSO Blood Collection Kit	\$109.85
Chematox Laboratory, Inc.	Acct# 7000860000	\$33.91
Ciello Powered By SLVREC	Winter Conference/P Sullivan/D Miles @ 350.00 Each	\$700.00
Colorado Counties Inc.	Fuses/Rio Grande Road Dept.	\$45.00
Columbine Automotive	Cust# 287631/Land Records Management System Aug 2018	\$1,458.00
Conduent Business Solutions, LLC	Monthly Hosting and Monthly Hosting Extra Desk	\$3,281.21
Conduent Business Solutions, LLC	Miles to and From Meetings	\$126.45
Cynthia Ford	Last 1/2 of Sept Payment	\$750.00
Cynthia Ford	Miles to Meetings and Verizon/AT&T	\$590.65
Cynthia Ford	1st 1/2 of Oct Payment	\$4,050.00
D-A Lubricant Company	Inv Cont - 2018-27969-00 /	\$12,973.25
David Scheel	Office Equipment - Flashlight Batteries	\$12.99
Del Norte Bank	Safety Deposit Box 127	\$15.00
Dianne Koshak	Miles to Meetings	\$38.70
Direct TV	Acct# 045235405	\$184.69
Emily Brown	Miles to Meetings	\$142.20
Everett Myers	Meeting and Miles	\$65.30
First Bankcard	Facebook and Kristy Mtn Sports	\$47.71
	Acct# 1595/2016 Shsg Proj1 L2, M&A - 2017 Shsg Proj1 L3	\$3,857.58
First Bankcard		

Gobins, Inc.	Acct #21608/Toner and Copier/Treasurer	\$65.72
Gobins, Inc.	Acct# 13756	\$161.61
Gobins, Inc.	Acct# 21611Can	\$34.73
Great America Financial	Acct# 025-1070947-0000	\$349.13
Great America Financial	Agreement# 016-0939369-000	\$136.17
Gunbarrel Station, Inc.	B-1/A-51/L-42/A-12	\$355.00
Haynie's Inc.	Acct# 7066	\$1,303.87
Ida Salazar	Miles to Meetings	\$387.90
IHS Pharmacy	Acct# RGSO/September Meds	\$13.73
Jack's Market	Inv Cont - 264193, 383750, 386523, 387028, 388069/Acct# 4000	\$71.27
James Leist	Mileage and Meals to C/DOT Training	\$365.13
Jean Borrego	Miles to Meetings	\$558.00
Jean Borrego	Salary for Oct 2018	\$5,000.00
Jean Borrego	Meals On Travel	\$20.71
Jean Borrego	Verizon Bill	\$100.77
Kaleigh Benavides	Miles to Meetings	\$77.85
KD Klene	Acct# S10627172P	\$235.26
Leds, LLC	2018 Web Search Storage and Access Fee/July, August, Sept.	\$1,716.00
Leonard Brown	Meeting and Miles	\$50.00
Leroy A Romero	Monthly Cleaning	\$150.00
Michael Mitchell	Meeting and Miles	\$65.30
Mona Syring	Clerk to the Board for Sept 2018	\$467.40
Mona Syring	Clerk to the Board for October	\$427.60
Monte Vista Cooperative	Twine	\$44.99
Monte Vista Machine Tool	Disassemble and Repair Hydraulic Cylinder	\$352.50
Myers Brothers Truck and Tractor, Inc.	B-1	\$77.46
Nancy Molina	Miles to Meetings/Pyc Meeting Drinks/Storage Bins X2	\$102.17
O & V Printing, Inc.	Envelopes	\$491.73
O & V Printing, Inc.	Envelopes - Treasurer	\$94.83
Parts Plus of New Mexico, Inc.	Wiper Blades/Brake Cleaner/Raven Nitrile	\$251.23
Paxvax, Inc.	Vivotif Cap X3/Vaxchora	\$387.05
Peggy J Kern	Motel for Conference/Miles to Conference and Post Office	\$725.60
Pulltarps Manufacturing	Black Mesh Tarp	\$331.68
Reliance Steel Co. #12	Inv Cont - 433400	\$3,643.53
Renshaw Locksmith Service	Service Call/Door Strike	\$50.00
Rock Water Management, LLC	October Rent	\$450.00
Rogers Family Mortuary, Inc.	Autopsy Transport	\$350.00
Romero's Valley Funeral Home	Autopsy Transport	\$412.50
S & S Distribution, Inc.	Water for September and October	\$27.00
Saguache Co Public Health	EPSDT Services for September and October 2018	\$1,550.00
Sam's Club	Acct# 1018 2538	\$2,669.89
Sanofi Pasteur, Inc.	Acct# 70094643/Tubersol	\$417.86
Schaeffer Mfg Co	Gear Lube	\$818.40
Sherwin-Williams Inc.	Acct # 4227-0769-5/Paint for Annex, Paint Recycling Fee, Brush and Cup	\$257.70
SLV Parts, Inc.	Inv Cont - 75357/Acct# 7046	\$310.34
SLV Rec	Acct#'s - 1337000605, 7000235200, 7000524700, 7000541400	\$704.00
SLV Rec	Sf-4699010705/Dn-759843705	\$175.00
State of Colorado	October Renewals/September Title Complete Notices	\$588.65
Toni Steffens-Steward	CTC Consulting Aug, Sept, Oct 2018/Tob Consulting for Aug, Sept, Oct 2018	\$9,543.70
Total Office Solutions	Ribbon and Calendar Refill	\$53.55
Total Office Solutions	Adding Machine Tape	\$13.53
U.S. Tractor, Inc.	Air Filters	\$428.66
United Reprographic	Acct 6573334/Maintenance Agreement/Cost Per Copy	\$115.65

Valley Equipment Leasing, Inc.	Pg 58-28	\$3,710.54
Valley Imaging Products, LLC	Copies Made for Month	\$37.96
Valley Publishing	Ad Youth Substance Abuse/Suicide Prevention	\$470.00
Valuwest, Inc.	Commercial Reappraisal Pymt	\$3,000.00
Vaxcare, Inc.	Statement #13729	\$957.78
Wagner Equipment	Inv Cont - P00C2104226/P03C0472432/Acct# 74470	\$720.39
Wagner Equipment	Inv Cont - P03C0473220 , P03C0473317/Acct# 74470	\$3,427.00
Waxie Sanitary Supply	Cases of Tp/Cases Roll Liners/Aqua Pads	\$576.70
Wex Bank	Acct# 0406-00-821424-9	\$4,511.10
Wiley Chiropractic Group	Employee Treatment	\$85.00
WSB Computer Services	Recycle Fee for Apc Backup	\$7.20
WSB Computer Services	Acct# RGSO/Battery Backup and Recycling Fees(\$10.20)	\$95.40
WSB Computer Services	Office Equipment (Printer)	\$405.00
WSB Computer Services	Maintenance Agreement	\$2,500.00
WSB Computer Services	Back Up Battery for IT Room	\$240.00
<b>TOTAL</b>		<b>\$106,323.74</b>

#### October 2018 Payroll

County General:	\$215,997.43
Road and Bridge:	\$ 72,220.32
DSS:	\$117,299.23
Weed District:	\$ 3,677.38
Airport:	\$ 811.41
Public Health:	\$ 18,577.55
<b>TOTAL:</b>	<b>\$428,583.32</b>

At 9:12 a.m., the Board adjourned to the Board of the Department of Social Services.

At 9:27 a.m., the Board meeting resumed.

Ms. Wisdom presented a liquor license renewal application for the Rio Grande Club, on behalf of County Clerk and Recorder Cindy Hill. Ms. Wisdom reported that Ms. Hill had no issues with the liquor license renewal, and requested the Board's approval. Commissioner Shriver moved to approve the liquor license renewal for the Rio Grande Club. Commissioner Bothell seconded the motion and the motion carried.

At 9:29 a.m., Ms. Wisdom reported that the County received a grant in the amount of \$10,000.00 from the Department of Local Affairs to study revenue generation. This grant funding has not been used, and Ms. Wisdom requested approval to extend the grant. Ms. Wisdom noted that this is a matching grant and funds will need to be included in the 2019 budget. Commissioner Shriver moved to approve the extension of the DOLA grant. Commissioner Bothell seconded the motion and the motion carried.

At 9:30 a.m., the Board recessed to visit the Department of Social Services for its Halloween parade of Headstart students.

At 10:03 a.m., the meeting resumed.

At the request of the Treasurer, Ms. Wisdom presented two approved tax lien assignments. Tax certificate #7840 is assigned to Randy and Jenette Vrska. Assessed owner is Edward Tietig. Property is located at Lots 14 and 15, Block 21, Alpine Village No. 1. Schedule 2125121013 for tax year 2014 in the amount of \$328.20. Commissioner Bothell moved to approve the resolutions. Commissioner Shriver seconded the motion and the motion carried.

Ms. Wisdom reported that the County purchasing policy will be emailed to the Commissioners and copies will also be printed. She explained that the policy will be adjusted when she has the federal guidelines. She said the policy includes requests for proposals, bidding requirements, and decision making information. Ms. Wisdom explained that purchases that cost less than \$5,000.00 do not need the Board's approval.

Chairman Glover asked what happens if equipment is purchased and the cost is under \$5,000.00, but exceeds that amount when it is installed. Ms. Wisdom said that this issue is

addressed in the bidding process. Ms. Wisdom added that when bids are obtained through State bidding sites, the prices have already been negotiated.

Ms. Wisdom explained that the purchasing policy includes guidelines for purchasing equipment that is compatible with a department's existing equipment. Commissioner Shriver suggested that County department heads and elected officials review the purchasing policy. Ms. Wisdom will distribute the policy today.

Ms. Wisdom reported that the jail has its own credit card from Sam's Club. The credit limit on this card is about \$20,000.00, which is higher than other County credit cards. She explained that Sam's Club has been contacted and asked to reduce the credit limit, but Sam's Club will not speak to anyone but the card holder. Commissioner Shriver expressed concern that an employee can open a credit card account without approval through the Administration Office and Commissioners. Ms. Wisdom said that the only authority that Sam's Club will recognize is the jail employee. Commissioner Shriver noted that this is a similar situation to when AT&T cut off internet service to the jail when employees were downloading copyrighted material, which is prohibited. Ms. Wisdom said she would develop a credit card policy. She said that the Sam's Club account needs to be closed and a new County credit card needs to be issued.

Commissioner Bothell stated that the credit card company should have asked for more information. Commissioner Shriver said that the employee probably showed a County identification card and the County's tax identification number and got approved. Chairman Glover recommended that the existing Sam's Club credit card account be closed and another issued through the County with a credit limit of \$5,000.00. Commissioner Bothell added that any cash-back money on the existing credit card be used before the credit card account is closed. The consensus of the Board was to agree that the Sam's Club credit card account should be closed and a new County credit card be issued with a \$5,000.00 limit.

Ms. Wisdom outlined upcoming meetings:

- November 8, 2018, Employee Appreciation Lunch, 11:00 a.m., to 2:00 p.m.
- November 9, 2018, CTSI Legislative meeting
- November 9, 2018, Employee Benefit Fair (two sessions)
- November 13, 2018, Upper Rio Grande Economic Development Council, Windsor Hotel, Del Norte
- November 13, 2018, Community Input for Senior Citizens meeting, Annex
- November 14, and 29, 2018 – BOCC meetings, 9:30 a.m. The meeting on the November 29 will include a public hearing on the 2019 budget, which will start at 1:30 p.m.
- November 15, 2018, Venture Capital Authority Meeting, Denver (Ms. Wisdom will attend)
- November 17, 2018, Gateway to the Holidays, Rio Grande County Museum, 7:00 to 9:00 p.m.
- December 5, 2018, Approval of all resolutions, appropriation of funds, the 2019 budget, and the 2019 mill levies
- December 12, 2018, adopt the 2019 County budget
- December 13, 2018, Board of Health meeting, and CTSI training (because of the CTSI training, there may not be a quorum for the Board of Health Meeting)

At 10:29 a.m., Chairman Glover asked for updates from the Commissioner.

Commissioner Bothell reported that San Luis Valley 911 is implementing Rapid SOS. It is also discussing the ability to send text messages to 911. There is a concern about the amount of data storage this will entail. Commissioner Bothell noted that when texting is available, people want to send pictures or video and photographs and video require a great deal of storage.

Commissioner Bothell reported that she has discussed the jail nurse with Saguache County. She said that the Saguache County attorney added one page to the contract with the nurse. Commissioner Shriver noted that if there have been changes made to the contract, there is no contract for the jail nurse with Saguache County. County Attorney Bill Dunn, who was present, reported that Saguache County Attorney Ben Gibbons has sent the contract changes to Mr. Dunn, and Mr. Dunn did not find anything substantive in those changes. Mr. Dunn will call Mr. Gibbons. Commissioner Bothell asked if the Board has signed the contract, and Chairman Glover said that the Board is waiting for the signed contract from Saguache County.

Commissioner Shriver reported that the fifth anniversary of the West Fork Fire Complex, hosted by the Rio Grande Watershed Emergency Action Coordination Team, was held recently. She said that the organization has made a great deal of progress, including improving water quality

and assisting with the Valley radar project. Commissioner Shriver noted that the funding for the radar project is lined up.

Commissioner Shriver reported that the Rio Grande Hospital Community Health Assessment meeting, which was held last week, was not well attended. It seemed that a great deal of discussion focused on mental health.

Commissioner Shriver reported that the vault bathroom was installed at Summitville on Tuesday, October 30, 2018. She said the structure is locked for the winter. Funding from the various grants needs to be collected. Ms. Wisdom said there will be plenty of keys for the bathroom. Commissioner Bothell asked if snowmobilers would be allowed to use the bathroom. Commissioner Shriver said that water still needs to be installed and the structure needs to be finalized.

Commissioner Shriver reported that Tri County Senior Citizens Center will have to provide a place for smokers because of new Department of Housing and Urban Development rules. Commissioner Shriver is on a subcommittee that deals with HUD. Ms. Wisdom suggested that this issue could be discussed at the Senior Citizen's Input Meeting.

Chairman Glover reported that the Town of Center has received Safe Routes to School funding and bids have been obtained for a solar powered traffic light and concrete for the sidewalk project. The plans will be presented to the Colorado Department of Transportation. Chairman Glover said that an overlay must be put down on the highway before other work can be completed. Ms. Wisdom asked if the grant has to go through a municipality Chairman Glover said that this needs to be determined. He also said there are matching funds from Saguache County. Commissioner Bothell stated that students who live in Center are bussed to school. Chairman Glover said that nothing is being done out of the norm. More information will be available next week.

At 10:40 a.m., County Attorney Bill Dunn and Dixie Diltz, Land Use Department, were present.

Mr. Dunn reported that Levi Shaw and Brenda Rippe met with him in August to discuss their conditional use application to move a trailer onto their property. This application had been approved contingent on Mr. Shaw having the septic system on the property inspected. At the time of the meeting with Mr. Dunn, no septic system inspection had been conducted. Mr. Dunn reported that Mr. Shaw was not able to purchase the original trailer and has since found another trailer. Mr. Dunn gave Mr. Shaw a deadline of September 15, 2018, to have the septic system inspected. Mr. Dunn asked if the Board would like him to enforce the conditions of the conditional use application through a lawsuit. Ms. Diltz reported calling Mr. Shaw regarding the septic system inspection and he will not return her telephone calls. She stated that she also called Weaver's Level Best regarding the inspection.

Commissioner Bothell asked if a lawsuit would do any good. Mr. Dunn explained that it would be up to a judge to allow Mr. Shaw and Ms. Rippe to live on property, which is not up to code. Mr. Dunn said this would set a precedent for the future. He stated that these issues come up every year.

Chairman Glover stated that the original deadline had been extended. Ms. Diltz added that the conditional use application was filed on February 23, 2018. Chairman Glover said that nothing has been done to clean up the property. Commissioner Bothell added that the biggest issue is that people are living in a camper on the property. She said this will set a precedent if this is allowed. Ms. Diltz agreed, noting that if the County continues to allow people to live in campers, other people will expect the same.

Commissioner Shriver recommended moving forward with the lawsuit. Mr. Dunn said that this may make Mr. Shaw come into compliance. Mr. Dunn also said that Mr. Shaw is probably not financially able to afford the trailer or the septic system inspection. Ms. Diltz said that financial issues are what cause people to live in campers.

Commissioner Bothell stated that it is time to do something. Chairman Glover said the Board has done everything it can to work with Mr. Shaw. Chairman Glover cited an example of another resident being expected to follow the County's rules and the situation was resolved. Mr. Dunn said he would proceed with the lawsuit against Mr. Shaw.

Mr. Dunn reported receiving a letter from an attorney representing the Village at Alder Creek. There was also a conference call with an attorney who represents a land owner in this area. Mr. Dunn explained that the Village at Alder Creek is across from the Rio Grande Club. When the developer came before the County, he applied for a permit to develop condominiums, where the

owners would own the foot print of the land, but would not own the roads. The County approved the development, and some units were sold. Mr. Dunn explained that one land owner wanted to sell his property, but the buyer could not obtain title insurance because there is no legal access to the property. The sale fell through. Mr. Dunn said the developer filed for bankruptcy or was foreclosed on by Pueblo Bank and Trust. The property owner has requested that the land be replatted as a conventional condominium development with roads. The property owner has hired Davis Engineering to do the survey. However, Mr. Dunn said that Pueblo Bank and Trust needs to participate in this. He said that all the landowners need to petition the County to redevelop the property.

Mr. Dunn said he has not received any communication from the attorney for Pueblo Bank and Trust. He also said that who will pay for this redevelopment needs to be determined. Mr. Dunn explained that the original titles were issued by Stewart Title Guaranty Company, but other title companies will not issue titles.

Chairman Glover stated that Pueblo Bank and Trust needs to get involved. Mr. Dunn said the County can support the redevelopment but the project needs a petitioner. Commissioner Shriver stated that it needs to be made clear that the County is not responsible for the roads in the development. Mr. Dunn asked for the Board's response. Commissioner Bothell recommended that Mr. Dunn draft a letter of response. Mr. Dunn will distribute the draft.

Mr. Dunn reported on the facts of the case, Williams vs. Rio Grande County. Mr. Williams was a road deputy with the Sheriff's Office for eight months. Mr. Williams claims he was discriminated against because of his ethnic background. He claims that disparaging remarks were made to him by other deputies and the Sheriff. Mr. Williams was fired because he allegedly did not respond to radio or cell phone calls. Mr. Williams claims he was disciplined more than other deputies.

Mr. Dunn reported that the US District Court judge had questions for both sides of the lawsuit. A scheduling order has been issued and deadlines have been determined (these dates are mostly in 2019). Mr. Dunn stated that the judge admonished counsel to comply with this schedule. Mr. Dunn said no trial date has been set. Commissioner Bothell stated that Mr. Williams has also filed and lost an Equal Employment Opportunity Commission lawsuit. She said there were new allegations in this civil suit.

Commissioner Shriver recommended that a yearly report be completed outlining all the lawsuits against the County. She said that this report should be in the public record and published in the BOCC's minutes. She also recommended that a similar report be compiled regarding insurance claim payments made. She stated that the public would be shocked by this information. Mr. Dunn said that these sorts of lawsuits are avoidable. He noted that Mr. Williams claims that he lost \$53,800.00 in wages. Ms. Wisdom will distribute information to the Board.

Commissioner Shriver asked about the Sawyer lawsuit against the County. Mr. Dunn explained that counsel are still dealing with discovery issues. He discussed how long these cases take. Commissioner Shriver asked if there are any other active lawsuits against the County. Mr. Dunn said there are not.

Commissioner Bothell reported that a request has been made from the Town of South Fork to add 200 feet of road on County Road 18, where the All-Terrain Vehicle trail ends. This is near Embargo Creek. She asked Mr. Dunn if the ATV sign can be moved or if a new resolution needs to be drafted. Mr. Dunn said he reviewed the resolution that shows the roads available to ATV traffic. He recommended that this resolution be amended and re-adopted. Ms. Wisdom will rewrite the resolution and send the draft to Mr. Dunn for review.

Mr. Dunn reported that people are looking for more hangars to rent at the airport. He said that this is showing the same rate of growth as in the past. Ms. Wisdom said that the airport needs to create more space for hangars.

At 11:15 a.m., Ms. Wisdom distributed the newly drafted procurement policy.

At 11:20 a.m., Chairman Glover called the Board's attention to a recent email from District Attorney Crista Newmyer-Olsen regarding the District Attorney's budget request. Commissioner Bothell noted that the essay from Assistant District Attorney Ashley McCuaig was different from Ms. Newmyer-Olsen's. Commissioner Shriver noted that the District Attorney's office is requesting a total of \$1,109,569.00. Commissioner Bothell stated that the DA's office is requesting \$40,000.00 more from the San Luis County Commissioners Association. Ms. Wisdom distributed a spreadsheet outlining the DA's office salaries. In 2018, the total amount of salaries was \$539,438.57. The proposed amount for 2019 is \$737,207.21. Commissioner

Shriver noted that the amount committed at this time by the San Luis Valley County Commissioner Association is \$920,000.00; of this, Rio Grande County has committed \$236,000.00, which includes in-kind contributions. She expressed frustration that the in-kind contributions are not acknowledged. Commissioner Bothell recommended that in 2020 the rent for the DA's office be changed and included in the budget.

Chairman Glover recommended presenting a breakdown of the in-kind contributions to the DA. He said that the square footage of the office should be measured. Commissioner Bothell said that the DA has offices in Alamosa and Del Norte. She also noted that no County is contributing the budget amount requested by the DA. Ms. Wisdom noted that some counties use their population count, based on DOLA calculations, to determine the amount they contribute to the DA's budget. Commissioner Bothell stated that the numbers from the DA are not consistent. Chairman Glover stated that if each county paid the same percentage, the problem would be solved. Ms. Wisdom noted that State statute requires that proportional population numbers established by DOLA from the previous May be used. She also said that the value of the DA's services should be determined.

Ms. Wisdom stated that the Valley is an easy mark for crime because the DAs are leaving. Commissioner Bothell said that counties that do not contribute adequately should not be subsidized, particularly in terms of the number of docket hours being spent in under-paying counties.

Commissioner Elect John Noffske stated that there is a publicity campaign being run by the DA. He asked what would happen if the request for additional funding was ignored. Commissioner Bothell stated that the requests have been ignored in the past and there have been no repercussions. She recommended that the DA's office be put on notice next year that rent for the DA's office will be charged and included in the 2020 budget. Ms. Wisdom agreed, noting that the County does not receive credit for its in-kind donations. She said that a letter to the editor might be written to explain the County's side of the issue. Chairman Glover said that other counties need to be challenged to step up, and that the budgetary contribution needs to be increased. He said that costs for the office rental, utilities, etc., need to be determined.

It was noted that CTSI officers are up for re-election.

At 11:55 a.m., the meeting was recessed.

At 1:30 p.m., a public hearing for a conditional use application was opened. Dixie Diltz, Land Use Department, and Levi Bontrager, John Troyer, and Alvin Bontrager were present.

Ms. Diltz reported that Alvin Bontrager is applying for a conditional use permit to operate a furniture building workshop. Mr. Bontrager's 6.26-acre property is located at 0494 East State Highway 370, Monte Vista. The property is zoned agricultural ranching. Neighbors were notified of the conditional use application on August 27, 2018. Notice of the public hearing was published in the Monte Vista Journal on August 29, 2018. The Planning and Zoning Board heard the application on September 18, 2018, and recommended approval with the condition that the business remain in complete compliance and receive approval from CDOT on the access point to the property. Ms. Diltz explained that the Division of Water Resources delayed the application, but has now approved the business.

Commissioner Shriver noted that the original conditional use application stated that the business would have employees, then subsequently it was stated that there would be no employees. She noted that if employees are hired, water issues will have to be reviewed. She said that the Division of Water Resources is concerned with who will monitor whether employees are hired.

Ms. Diltz reported that one neighbor expressed concern about how trash, particularly packing material, from the business will be handled. Mr. Bontrager explained that wood will be used for fuel. Larger accumulations of trash will be confined to a dumpster. Commissioner Bothell noted that packing material is light and can blow away; she recommended that Mr. Bontrager keep this in mind. Commissioner Shriver reviewed a map of the property.

Chairman Glover asked how the access point issue was resolved with CDOT. Mr. Bontrager explained that he discussed the access point with CDOT and said that two driveways might have to be combined. Ms. Diltz added that the joint driveway will provide access after the driveway is beyond the CDOT right of way.

Commissioner Bothell asked Mr. Bontrager if he understands the water concerns. Mr. Troyer stated that after a conversation with Pat McDermott, Division of Water Resources, Mr. McDermott is very excited about the relationship; all issues have been resolved.

Commissioner Bothell moved to approve the conditional use application with the conditions that water agreements are maintained, non-wood trash is contained, and the CDOT right of way is maintained. Commissioner Shriver seconded the motion and the motion carried. Book 594 Page 299

Ms. Diltz explained that the resolution will be mailed to Mr. Bontrager when it is signed. She asked that when the permit is signed by CDOT, it be sent to her.

At 1:41 p.m., the meeting was adjourned.

Attest:

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Gene Glover, Chairman  
Chairman of the Board

Mona Syring  
Clerk of the Board