

**ARCHULETA COUNTY PROCEEDINGS  
BOARD OF COUNTY COMMISSIONERS**

The Board of County Commissioners held a Regular Meeting January 19, 2021 noting County Commissioners Ronnie Maez, Alvin Schaaf and Warren Brown, County Administrator Scott Wall, County Attorney Todd Weaver and Deputy Clerk and Recorder Tomi Bliss present.

Chairman Maez called the meeting to order at 1:30 p.m. with the Pledge of Allegiance and a moment of silence.

**Disclosures and/or Conflicts of Interest**

Chairman Maez asked for any disclosures or conflicts of interest between the Board and the agenda. There were none.

**Approval or Adjustments to Agenda**

Executive Session per C.R.S. 24-6-402(4) the Board reserves the right to meet in executive session for any purposes allowed and announced prior to voting. **Commissioner Schaaf moved to approve the agenda as presented. Commissioner Brown seconded the motion and it carried.**

**Public Comments**

Chairman Maez stated he was opening the floor for comments for those wanting to comment on items not on this agenda. Comments were asked to be held to 3 minutes for each person desiring to speak. No response from the Board would be given.

Lisa Jensen, 1252 Loma Linda Dr., referenced a letter written to the House of Representatives and expressed her concern with the 3<sup>rd</sup> Congressional District Representative, Lauren Boebert.

Devin Camacho, Southwestern Colorado regional director for Congresswoman Boebert, 1304 Florida Rd, Durango, Colorado, introduced himself and provided information for the commissioners to contact him directly.

**Reports**

**A. Archuleta County Department of Human Services 4<sup>th</sup> Quarter Report 2020-Presentation**

Matt Dodson, Human Services Director, presented the 4<sup>th</sup> Quarter Report 2020-Presentation providing statistical and performance measure information for a number of high-level programs.

Chairman Maez recessed the Regular Meeting and convened the Liquor Board at 1:57 p.m.

**Liquor Board Consent Agenda**

A. Hotel & Restaurant License Renewal for MAS Events LLC dba Keyah Grande Guest Lounge

Scott Wall, County Administrator, read the Liquor Board Consent Agenda for the record.

**Commissioner Brown moved to approve the Liquor Board Consent Agenda as presented. Commissioner Schaaf seconded the motion and it carried unanimously.**

Chairman Maez adjourned the Liquor Board and reconvened the Regular Meeting at 1:58 p.m.

**Consent Agenda**

A. Payroll, Payable Warrants and Purchase Cards

Payable Warrants for dates of January 6th-January 19th, 2021	
General Fund Payable	461,604.68
Road and Bridge Fund Payable	133,612.54
Department of Human Services Fund Payable	31,357.54
1A Fund	-
All Combined Dispatch Fund Payable	39,482.03
Conservation Trust	-
Justice System Capital Fund	29,501.25
Solid Waste Fund Payable	10,760.68
Airport Fund Payable	57,419.43
Fleet Fund Payable	270,963.46
<b>Total</b>	<b>1,034,701.61</b>
Payroll Warrants for dates of January 6th-January 19th, 2021	
General Fund Payroll	201,815.35
Road and Bridge Fund Payroll	43,264.92
Department of Human Services Fund Payroll	38,416.42
All Combined Dispatch Fund Payroll	26,340.10
Solid Waste Fund Payroll	8,465.68
Airport Fund Payroll	4,666.28
Fleet Fund Payroll	7,742.85
<b>Total</b>	<b>330,711.60</b>
Payable Wire Transfers for dates of January 6th-January 19th, 2021	
General Fund Payable	5.00
Road and Bridge Fund Payable	-
Department of Human Services Fund Payable	-
1A Fund	-
All Combined Dispatch Fund Payable	-
Conservation Trust	-
Justice System Capital Fund	-
Solid Waste Fund Payable	-
Airport Fund Payable	-
Fleet Fund Payable	-
<b>Total</b>	<b>5.00</b>

B. Regular Meeting Minutes

01/05/2021

C. Ground Lease Agreement for Hangar 500 Y

- D. Ground Lease Agreement for Hangar 500 Z
- E. Designation of CCI 2021 Steering Committee Proxy
- F. Ratification of the Chairman’s Signature on a Letter of Support to the Colorado Department of Public Health & Environment
- G. Ratification of the Chairman’s Signature on a Letter of Support to the San Juan National Forest
- H. Ratification of the Chairman’s Signature on the 2021 EMPG Annual Application

Scott Wall, County Administrator, read the Consent Agenda for the record.

**Commissioner Schaaf moved to approve the consent agenda as presented. Commissioner Brown seconded the motion and it carried unanimously.**

**New Business**

**A. Designating Board and Committee Appointments for 2021**

Commissioner Maez read the designation and appointments for various Boards and Committees for local and regional organizations.

<b>Commissioner or Representative(s)</b>	<b>Alternate</b>	<b>Board/ Committee</b>
Alvin Schaaf		Archuleta County Housing
Ronnie Maez		Archuleta Seniors, Inc.
Ronnie Maez		Area Agency on Aging
Mary Jo Coulehan	Mary Hunt	Club 20
Alvin Schaaf		Colorado Workforce
Warren Brown	Scott wall	Community Development Corporation
Ronnie Maez		Community Marijuana Offset Impact Fund
Alvin Schaaf		Council of Governments
Warren Brown	Pam Flowers	Growing Water Smart
Todd Weaver		Region 9 Economic Development
Alvin Schaaf		San Juan Basin Health Department
Steve Hartvigsen		San Juan Headwaters Forest Health Partnership
Robin Young		San Juan/Dolores/San Miguel River Basins Roundtable
Laura Vanoni	Ronnie Maez	Southwest Transportation Planning Region
JR Ford		Southwest Water Conservation Board
Ronnie Maez		Town Tourism Committee
Warren Brown		Strategic Priorities Expenditure Advisory Board
Natalie Woodruff		Urban Renewal Authority

<b>Commissioner</b>	<b>CCI Steering Committees</b>
All 3 Commissioners	Tourism, Resorts and Economic Development
All 3 Commissioners	General Government
All 3 Commissioners	Taxation & Finance
All 3 Commissioners	Transportation and Telecommunications
All 3 Commissioners	Public Lands

All 3 Commissioners	Agriculture, Wildlife and Rural Affairs
All 3 Commissioners	Land Use and Natural Resources
Matthew Dodson	Health and Human Services
All 3 Commissioners	CCI Legislative
All 3 Commissioners	Underfunded Courthouse

**Commissioner Brown moved to appoint the Commissioners to serve on the 2021 Boards and Committees as designated and presented on the list read into the record and attached to the minutes. Commissioner Schaaf seconded the motion and it carried unanimously.**

**B. Approval of Magnesium Chloride Contract to Desert Mountain Corporation**

Scott Wall, County Administrator, presented a contract providing terms and conditions for the supply and application of magnesium chloride for the 2021 season. Mr. Wall advised Desert Mountain Corporation was awarded the bid for the 2020 season and they have agreed to keep the same price as last year (\$0.78) for the 2021 season. **Commissioner Schaaf moved to approve an Independent Contractor Services Agreement for Supply and Application of Magnesium Chloride to Various Roads in Archuleta County with Desert Mountain Corporation as presented. Commissioner Brown seconded the motion and it carried unanimously.**

**C. Approval of Engagement Letter with Short Elliot Hendrickson, Inc. (SEH)**

Scott Wall, County Administrator, presented an engagement letter providing the terms and conditions for engineering consultant services with Short Elliott Hendrickson, Inc. (SEH) for the Archuleta County Solid Waste Facilities. **Commissioner Brown moved to approve a Master Agreement for Professional Services with Short Elliott Hendrickson Inc. for engineering services at the county landfill as presented. Commissioner Schaaf seconded the motion and it carried unanimously.**

**D. Approval of Documentation to Modify a DOLA Grant Award**

Larry Walton, Finance Advisor, presented documentation to modify a DOLA Grant Award from Design to Construction purposes. **Commissioner Schaaf moved to approve submission of application documents to the Department of Local Affairs for grant funding for the construction of the new Court facility and to authorize the Finance Advisor to negotiate the final terms and conditions of the grant as presented. Commissioner Brown seconded the motion and it carried unanimously.**

**E. Designation of the Chairman and Vice Chairman of the Board of County Commissioners Pursuant to C.R.S. 30-10-307**

Scott Wall, County Administrator, advised pursuant to C.R.S. 30-10-307, the Board of County Commissioners are required to reorganize and choose one member as the Chairman. In the case of the Chairman's absence, the Board shall also choose a member as the Vice-Chair. **Commissioner Maez nominated Commissioner Schaaf as Chairman of the Board. Commissioner Brown seconded the motion and it carried unanimously. Commissioner Schaaf nominated Commissioner Brown as Vice-Chair. Commissioner Maez seconded the motion and it carried unanimously**

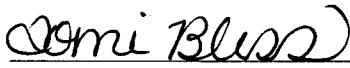
January 19, 2021

**Public Comments**

Chairman Maez stated he was opening the floor for public comments for those wanting to comment on items not on this agenda. Comments were asked to be held to 3 minutes for each person desiring to speak. No response from the Board would be given.

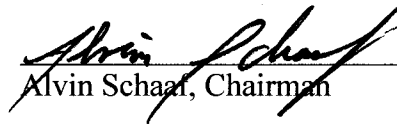
**Commissioner Comments**

With no further business coming before the Board, the meeting was adjourned at 2:11 p.m.



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Tomi Bliss  
Deputy Clerk & Recorder

Approved this 2<sup>nd</sup> day of February 2021.



\_\_\_\_\_  
Alvin Schaaf, Chairman



ARCHULETA COUNTY  
BOARD OF COUNTY COMMISSIONERS

**It is HIGHLY ENCOURAGED for the Public to Join via ZOOM Conference Call as space is limited in the meeting room - Please contact County Administration at 970-264-8300 for log-in information**

**CALL TO ORDER THE REGULAR MEETING OF THE BOARD OF COUNTY COMMISSIONERS OF JANUARY 19, 2021 AT 1:30 P.M.**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

**DISCLOSURES AND/OR CONFLICT OF INTEREST**

**APPROVAL OR ADJUSTMENTS TO AGENDA**

\* Executive Session - Specific Agenda Topic

**PUBLIC COMMENTS FROM THE FLOOR\***

This is an opportunity during the session for the public to address the Commissioner. Please step up to the podium, **STATE YOUR NAME AND ADDRESS FOR THE RECORD** and keep your comments to 3 minutes **(the Board is not required to discuss your comment or make a decision regarding your comment, under this section).**

**REPORTS**

**A. ACDHS 4th Quarter Report 2020-Presentation**

Each quarter the Department of Human Services provides a report including statistical and performance measure information for a number of our high-level programs. The attached report includes information from the fourth quarter (October, November and December 2020).

Presenter Matthew A. Dodson, LCSW  
Presenter's Title Director, Archuleta County Department of Human Services

Documents:

2020 ACDHS 4TH QUARTER REPORT.PDF

**CONSENT AGENDA BY BOCC/LIQUOR BOARD**

**A. Consideration And Approval Of A Hotel & Restaurant License Renewal For MAS Events LLC DbA Keyah Grande Guest Lounge**

This is a renewal of a Hotel & Restaurant liquor license for MAS Events LLC dba Keyah Grande Guest Lounge located at 13211 W. Hwy. 160 in Pagosa Springs, Colorado. This renewal includes no changes. The application is complete and the proper fees have been paid. The Sheriff's Office and the County

Building Department have completed their inspections and found no issues. The financial impact to the county is the fees paid per the county fee schedule and staff recommends approval of this license renewal. Responsible Staff: Mary Helminski, Liquor Licensing Agent.

Documents:

KEYAH GRANDE RENEWAL APPLICATION.PDF

## **CONSENT AGENDA**

### **A. PAYROLL, PAYABLE WARRANTS AND PURCHASE CARDS**

**January 6, 2021 - January 19, 2021**

### **B. REGULAR MEETING MINUTES**

**Regular Meeting Minutes 01/05/2021**

Draft of the Regular Meeting Minutes from January 5, 2021 for approval.

Documents:

01-05-2021R.PDF

### **C. Consideration And Approval Of Ground Lease Agreement For Hangar 500 Y**

This Ground Lease Agreement between the Board of County Commissioners of Archuleta County, Colorado and I.C. Aviation would be effective on January 4, 2021 for a period of twenty-five years for Hangar 500 Y. The financial impact to the county is the annual rent paid of \$963.90, adjusted for CPI increases. Staff recommends approval of this Ground Lease Agreement. Responsible Staff: Chris Torres, Airport Manager.

Documents:

GROUND LEASE AGREEMENT - HANGAR 500Y.PDF

### **D. Consideration And Approval Of Ground Lease Agreement For Hangar 500 Z**

This Ground Lease Agreement between the Board of County Commissioners of Archuleta County, Colorado and I.C. Aviation would be effective on January 4, 2021 for a period of twenty-five years for Hangar 500 Z. The financial impact to the county is the annual rent paid of \$963.90, adjusted for CPI increases. Staff recommends approval of this Ground Lease Agreement. Responsible Staff: Chris Torres, Airport Manager.

Documents:

GROUND LEASE AGREEMENT - HANGAR 500Z.PDF

### **E. Consideration And Designation Of CCI 2021 Steering Committee Proxy**

In the past, the Board of County Commissioners (BoCC) has designated the Director of the county's Department of Human Services as proxy for the CCI Health and Human Services Steering Committee. This proxy form designates Matt Dodson as the BoCC's proxy for this committee.

Documents:

CCI PROXY FORM.PDF

### **F. Ratification Of The Chairman's Signature On A Letter Of Support To The Colorado Department Of Public Health & Environment**

The 5-Star State Certification Program was created to encourage businesses to implement safety measures beyond what is already required by Public Health Orders and guidelines that will help slow the spread of COVID-19, and in doing so, be able to accelerate their reopening. The Colorado Department of Public Health & Environment (CDPHE) is accepting applications to this program and one of the requirements of the application is to provide a letter of support from the county commissioners. Commissioner Maez signed this letter of support on January 4, 2021.

Documents:

**G. Ratification Of The Chairman's Signature On A Letter Of Support To The San Juan National Forest**

This letter provides the Board of County Commissioners' support for the Valle Seco 2019 Land Exchange Project but opposes the closing of National Forest Service Road 653. Chairman Maez signed this letter of support on January 13, 2021.

Documents:

LETTER OF SUPPORT FOR VALLE SECO LAND EXCHANGE.PDF

**H. Ratification Of The Chairman's Signature On The 2021 EMPG Annual Application**

EMPG is the primary source of federal funding directed to state, local and tribal governments to support all-hazards emergency management programs through personnel, planning, training and exercises. This is an annual application. Chairman Maez signed the application on January 11, 2021.

Documents:

EMPG APPLICATION 2021.PDF

**NEW BUSINESS**

**A. Consideration Of Designating Board And Committee Appointments For 2021**

The Board of County Commissioners have appointments on various Boards and Committees for local and regional organizations. They may appoint other members of the community or staff in their place.

Presentor                    Scott Wall  
Presentor's Title        County Administrator

Documents:

2021 BOARDS AND COMMITTEES.PDF

**B. Consideration And Approval Of Magnesium Chloride Contract To Desert Mountain Corporation**

Desert Mountain Corporation was awarded the bid for the supply and application of magnesium chloride to various county roads for the 2020 season. They have agreed to keep the same price as last year (\$0.78) for the 2021 season. This contract provides the terms and conditions for the 2021 season.

Presentor                    Robert Perry  
Presentor's Title        Director of Public Works

Documents:

2021 MAGNESIUM CHLORIDE CONTRACT.PDF

**C. Consideration And Approval Of Engagement Letter With Short Elliott Hendrickson, Inc. (SEH)**

This engagement letter will provide the terms and conditions for engineering consultant services with Short Elliott Hendrickson, Inc. (SEH) for the Archuleta County Solid Waste Facilities.

Presentor                    Brent Archuleta  
Presentor's Title        Operations Manager

Documents:

SEH MASTER AGREEMENT.PDF  
SOLID WASTE PACKET FOR ARCHULETA COUNTY.PDF

**D. Consideration And Approval Of Documentation To Modify A DOLA Grant Award**



Consideration and approval of documentation to modify a DOLA Grant award from Design to Construction purposes.

Presenter                    Larry Walton  
Presenter's Title         Finance Advisor

Documents:

AGENDA REPORT - MODIFY A DOLA GRANT AWARD FROM DESIGN TO CONSTRUCTION PURPOSES.PDF  
NARRATIVE EXPLANATION - MODIFY COURT FACILITY DESIGN GRANT TO CONSTRUCTION PURPOSES.PDF  
PROJECT BUDGET.PDF  
FINANCIALS TEMPLATE.PDF  
DOLA-HPCP REGISTRATION-WAIVER REQUEST.PDF  
LEED MEMO.PDF

#### **E. Consideration And Designation Of The Chairman And Vice Chairman Of The Board Of County Commissioners Pursuant To C.R.S. 30-10-307**

Pursuant to C.R.S. 30-10-307, the Board of County Commissioners is required to reorganize and choose one member as the Chairman. In the case of the Chairman's absence, the Board shall also choose a member as the Vice-Chair.

Presenter                    Scott Wall  
Presenter's Title         County Administrator

#### **EXECUTIVE SESSION**

Pursuant to C.R.S. 24-6-402(4): The Board reserves the right to meet in executive session for any purposes allowed and announced prior to voting to enter into executive session.

#### **PUBLIC COMMENTS FROM THE FLOOR**

This is an opportunity during the session for the public to address the Commissioners on a subject not covered on the agenda. Please step up to the podium, **STATE YOUR NAME AND ADDRESS FOR THE RECORD** and keep your comments to 3 minutes **(the Board is not required to discuss your comment or make a decision regarding your comment, under this section)**.

#### **COMMISSIONER COMMENTS**

#### **ADJOURNMENT OF THE REGULAR BOCC MEETING**

All meetings to be held in the Archuleta County Administration Offices  
398 Lewis Street, unless otherwise stated.  
All Regular and Special BoCC Meetings are recorded.



**Archuleta County Commissioners Boards and Committees  
2021 - Proposed**

<b>Commissioner or Representative(s)</b>	<b>Alternate</b>	<b>Board/Committee</b>
Alvin Schaaf		Archuleta County Housing
Ronnie Maez		Archuleta Seniors, Inc.
Ronnie Maez		Area Agency on Aging
Mary Jo Coulehan	Mary Hunt	Club 20
Alvin Schaaf		Colorado Workforce
Warren Brown	Scott Wall	Community Development Corporation
Ronnie Maez		Community Marijuana Offset Impact Fund
Alvin Schaaf		Council of Governments
Warren Brown	Pam Flowers	Growing Water Smart
Todd Weaver		Region 9 Economic Development
Alvin Schaaf		San Juan Basin Public Health Department
Steve Hartvigsen		San Juan Headwaters Forest Health Partnership
Robin Young		San Juan/Dolores/San Miguel River Basins Roundtable
Laura Vanoni	Ronnie Maez	Southwest Transportation Planning Region
JR Ford		Southwest Water Conservation Board
Ronnie Maez		Town Tourism Committee
Warren Brown		Strategic Priorities Expenditure Advisory Board
Natalie Woodruff		Urban Renewal Authority

**CCI Steering Committees:**

All 3 Commissioners	Tourism, Resorts and Economic Development
All 3 Commissioners	General Government
All 3 Commissioners	Taxation & Finance
All 3 Commissioners	Transportation and Telecommunications
All 3 Commissioners	Public Lands
All 3 Commissioners	Agriculture, Wildlife and Rural Affairs
All 3 Commissioners	Land Use and Natural Resources
Matthew Dodson	Health and Human Services
All 3 Commissioners	CCI Legislative
All 3 Commissioners	Underfunded Courthouse