



ARCHULETA COUNTY  
BOARD OF COUNTY COMMISSIONERS

MEETINGS ARE CONDUCTED IN PERSON, BUT WILL CONTINUE TO BE BROADCAST VIA ZOOM FOR OBSERVATION PURPOSES ONLY. NO PUBLIC INPUT WILL BE ALLOWED THRU THE ZOOM PORTAL. VIEW THE ZOOM MEETING AT <https://zoom.us/j/91609048375?pwd=dIFFV0J1cGVKa1NHWHFsa2taeGxtZz09> - Meeting ID 916 0904 8375 - Passcode 4141885

CALL TO ORDER THE REGULAR MEETING OF THE BOARD OF COUNTY COMMISSIONERS OF SEPTEMBER 21, 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 Commissioners. Please complete the Public Comment Request Form and submit to an Administrative Staff member prior to the beginning of the meeting. Please keep your comments to three (3) minutes. The Board is not required to discuss or reply to your comment.

Documents:

[PUBLIC COMMENT REQUEST FORM.PDF](#)

**PROCLAMATIONS**

**A. Constitution Week**

This is to proclaim the week of September 17-23, 2021 as Constitution Week in Archuleta County.

|                   |                                      |
|-------------------|--------------------------------------|
| Presenter         | Linda Hobbs                          |
| Presenter's Title | Daughters of the American Revolution |

Documents:

[CONSTITUTION WEEK.PDF](#)

**CONSENT AGENDA BY BOCC/LIQUOR BOARD**

**A. Consideration And Approval Of A Bed & Breakfast Permit Renewal For Elkwood Manor Pagosa Springs, Inc. Dba Elkwood Manor Bed & Breakfast**

This is a renewal of a Bed & Breakfast Permit for Elkwood Manor Pagosa Springs, Inc. dba Elkwood Manor Bed & Breakfast located at 85 Easy Street 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:

[ELKWOOD MANOR BED BREAKFAST RENEWAL.PDF](#)

**B. Consideration And Approval Of A Hotel & Restaurant Liquor License Renewal For Pamela J. Wallis Dba Aspen Springs Bar & Grill**

This is a renewal of a Hotel & Restaurant liquor license for Pamela J. Wallis dba Aspen Springs Bar & Grill located at 43 Buttercup Drive 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:

[ASPEN SPRINGS BAR AND GRILL RENEWAL.PDF](#)

**CONSENT AGENDA**

**A. PAYABLE WARRANTS AND PURCHASE CARDS**

**September 8, 2021 - September 21, 2021**

**B. REGULAR MEETING MINUTES**

**Regular Meeting Minutes 09/07/2021**

Draft of the Regular Meeting Minutes from September 7, 2021 for approval.

Documents:

[09-07-2021R.PDF](#)

**C. SPECIAL MEETING MINUTES**

**Special Meeting Minutes 9/14/2021**

Draft of the Special Meeting Minutes from September 14, 2021 for approval.

Documents:

[09-14-2021S.PDF](#)

**D. Consideration Of Resolution 2021- \_\_\_\_\_ To Consolidate 2 Lots Into 1 Lot In Pagosa Highlands Est, Owned By Shain Rybarczyk And Shawn Mills**

This request is to consider a Resolution authorizing the consolidation of Lots 794 and 795, in Pagosa

Highlands Estates, to become Lot 794X, owned by Shain Rybarczyk and Shawn Mills. This consolidation has been reviewed and is recommended for approval by the Development Services Director. The impact to the County budget includes fees paid per the County Fee Schedule, generally balanced by reduction in property taxes. Responsible Staff Member: Brandon Wolff, Planner.

Documents:

[RYBARCZYK RESOLUTION.PDF](#)

**E. Consideration And Approval Of The Independent Contractor Agreement For Wasteline Inc**

This Independent Contractor Agreement with Wasteline Inc. is for design and permitting work on the proposed gravel pit near Jackson Mountain. The contract is not to exceed an amount of \$21,000.00. Staff recommends approval of this Independent Contractor Agreement.

Responsible Staff: Tim Hatch, Public Works Director

Documents:

[WASTELINE INC.PDF](#)

[WASTELINE EXHIBIT A.PDF](#)

**F. Consideration And Approval Of The Coroner Independent Contractor Agreement With Shannon Leigh Balderas**

Contractor agreement with Shannon Leigh Balderas for on-call coroner services. Responsible Staff: Brandon Bishop, County Coroner.

Documents:

[BALDERAS.PDF](#)

**G. Consideration And Approval Of Ground Lease Agreement For Hangar 501A**

This Ground Lease Agreement between the Board of County Commissioners of Archuleta County, Colorado and Ralph J. Ladd would be effective as of October 1, 2021 for a period of twenty-five years for Hangar 501 A. 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 501A.PDF](#)

**H. Consideration And Approval Of Ground Lease Agreement For Hangar 510I**

This Ground Lease Agreement between the Board of County Commissioners of Archuleta County, Colorado and Mustang Air LLC would be effective as of October 1, 2021 for a period of twenty-five years for Hangar 510 I. The financial impact to the county is the annual rent paid of \$1,275.00, adjusted for CPI increases. Staff recommends approval of this Ground Lease Agreement. Responsible Staff: Chris Torres, Airport Manager.

Documents:

[GROUND LEASE AGREEMENT 510-I.PDF](#)

## **NEW BUSINESS**

### **A. Consideration And Approval Of Establishing A Personnel Committee**

This request is to establish a Personnel Committee as more fully explained in the attached Staff Report.

Presenter Tina Woodman  
Presenter's Title Human Resources Administrator

Documents:

[PERSONNEL COMMITTEE.PDF](#)

### **B. Consideration And Approval Of Establishing A Safety Committee**

This request is to establish a County Safety Committee as more fully explained in the attached Staff Report.

Presenter Tina Woodman  
Presenter's Title Human Resources Administrator

Documents:

[SAFETY COMMITTEE.PDF](#)

### **C. Consideration And Approval Of Colorado Rock & Dirt Excavation For Archery Park Road Access**

Bids were requested to cut out and install an access road to the proposed Archery Park located along Cloman Blvd. A total of three vendors inspected the site, but only two provided an estimate of work. The project consists of three large 30' culverts and a gravel road totaling 400 lf in length. The road would end at a parking area near the top of the hill. Colorado Rock & Dirt Excavation's bid of \$45,335.00 is recommended for approval.

Presenter Tim Hatch  
Presenter's Title Archuleta County R&B Manager

Documents:

[ARCHERY PARK ROAD WORK.PDF](#)  
[EXHIBIT A CLOMAN MAP.JPG](#)  
[COLORADO\\_SPECIALTY\\_CONTRACTING\\_LLC PROPOSAL.PDF](#)

### **D. Consideration Of Resolution 2021- \_\_\_\_ Adopting A County Residential Property Tax Incentive Program**

This resolution provides the parameters for residential property owners preparing to build affordable housing to obtain a waiver of the county-portion of their property taxes.

Presenter Scott Wall  
Presenter's Title County Administrator

Documents:

**E. Consideration And Approval Of Funding Requests From American Rescue Plan Act**

Archuleta County was awarded \$2,724,969 from the American Rescue Plan Act funds, to be paid over two years. The Act contained the Interim Final Rule which provided the parameters for how these funds could be spent. Various entities in Archuleta County have approached the Board of County Commissioners (BoCC) for funding. This agenda item is for the BoCC to determine the first year's funding in the amount not to exceed \$1,362,484.50. The BoCC may approve the entities' requests in full, in part, split requested amounts between Year 1 and Year 2, or not approve any of the requested amount.

Presenter                    Scott Wall  
Presenter's Title        County Administrator

Documents:

[FUND REQUESTS.PDF](#)

**F. Appointment Of Interim County Administrator**

Following the retirement of Scott Wall, the Board must appoint an Interim County Administrator until a new Administrator can be hired and commences his/her employment.

Presenter                    Todd Weaver  
Presenter's Title        County Attorney

**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.

**A. Executive Session**

Pursuant to C.R.S. 24-6-402(4)(f)(I) and 24-6-402(4)(e)(I) related to personnel matters and determining positions that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators in connection with the renewal of the County Attorney employment contract.

**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.