

**ARCHULETA COUNTY PROCEEDINGS  
BOARD OF COUNTY COMMISSIONERS**

The Board of County Commissioners held a Regular Meeting via Zoom on January 4, 2022 noting County Commissioners Alvin Schaaf, Ronnie Maez and Warren Brown, County Administrator Derek Woodman, County Attorney Todd Weaver and County Clerk and Recorder Kristy Archuleta present.

Vice-Chairman Brown called the meeting to order at 1:33 p.m. with the Pledge of Allegiance and a moment of silence.

Vice-Chairman Brown provided notice of the policy for Public Comments. He stated the Board would hear public comments on any topic during the Public Comment portion of the regular meeting. Public comments would no longer be heard at the end of each meeting. A Request for Public Comment form must be completed and handed to an Administrative Staff member before the meeting begins.

**Disclosures and/or Conflicts of Interest**

Vice-Chairman Brown 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 purpose allowed and announced prior to voting. **Commissioner Maez moved to approve the agenda as adjusted. Commissioner Schaaf seconded the motion and it carried unanimously.**

**Public Comments**

Jimmie Jones, PO Box 3595, stated he was aware of a Federal civil suit that was filed regarding Archuleta County being a Constitutional County and asked if the Board of County Commissioners was going to address the corruption happening within our county or “just sweep it under the rug.”

**Consent Agenda**

A. Payable Warrants and Purchase Cards

Payable Warrants for dates of Dec 21, 2021 thru Jan 4, 2022	349,512.10
General Fund Payable	358,973.70
Road and Bridge Fund Payable	5,921.18
Department of Human Services Fund Payable	-
1A Fund	8,682.87
All Combined Dispatch Fund Payable	-
Conservation Trust	-
Justice System Capital Fund	1,070.68
Solid Waste Fund Payable	9,008.56
Airport Fund Payable	39,352.53
Fleet Fund Payable	
<b>Total</b>	<b>772,521.62</b>

General Fund Payable	
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>-</b>

Payable Purchase Card Items for dates of Dec 21, 2021 thru Jan 4, 2022	
General Fund Payable	12,103.12
Road and Bridge Fund Payable	409.42
Department of Human Services Fund Payable	6,534.29
1A Fund	
All Combined Dispatch Fund Payable	793.27
Conservation Trust	
Justice System Capital Fund	
Solid Waste Fund Payable	352.00
Airport Fund Payable	
Fleet Fund Payable	59.37
<b>Total</b>	<b>20,251.47</b>
<b>GRAND TOTAL</b>	<b>792,773.09</b>

- B. Approval of Resolution 2022-01 Establishing a Location for the Posting of Official County Notices, Setting Meeting Dates for the 2022 Calendar Year and Establishing Days and Office Hours for County Offices to Transact County Business for Fiscal Calendar Year 2022
- C. Appointment of a Budget Officer for Fiscal Year 2022
- D. Resolution 2022-02 Lot Consolidation in Ridgeview Subdivision Owned by OGI Real Estate Holdings, LLC

- E. Resolution 2022-03 Lot Consolidation in Lake Hatcher Park Owned by Thomas E. and Judith T. Brennen
- F. Resolution 2022-04 Un-consolidation in Lake Pagosa Park Owned by Gregory L. and Joni L. Landrum

Derek Woodman, County Administrator, read the Consent Agenda for the record.

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

**Old Business**

**A. Consideration and Approval of Animal Shelter Management and Services Agreement with Humane Society of Pagosa Springs**

Derek Woodman, County Administrator, stated on December 7, 2021, the Board of County Commissioners approved an Animal Shelter Management and Services Agreement with the Humane Society of Pagosa Springs, but did not approve the annual fee increase proposed in the Agreement. The Humane Society has provided a revised Agreement that increased the annual fee from \$50,000 to \$57,500 in 2022, and compounded by 15% each year through 2026.

**Commissioner Maez moved to table this item until the January 18<sup>th</sup> meeting. Commissioner Maez amended the motion to table this item until further instruction from staff.**

**Commissioner Schaaf seconded the motion and it carried unanimously.**

**New Business**

**A. Consideration and Award of Low-Voltage Wiring and Associated Services for DHS Building**

Derek Woodman, County Administrator, stated an RFP for the low-voltage wiring and other services for the new DHS building was advertised in the newspaper and on the county website. One bid was received and staff recommended awarding the contract to Axxis Audio for a cost not to exceed \$66,575. **Commissioner Maez moved to table the Award of Low-Voltage associated services on staff recommendation. Commissioner Schaaf seconded the motion and it carried unanimously.**

**B. Consideration of a Special Events Use Park Permit for Pagosa Nordic Club**

Mary Helminski, Executive Assistant/Paralegal, presented an application for a Special Use Park Permit for Pagosa Nordic Club's use of Cloman Park for events on January 8<sup>th</sup>, 9<sup>th</sup>, 14<sup>th</sup> and 22<sup>nd</sup>, and February 5<sup>th</sup> and 11<sup>th</sup> (each for 3-4 hours). The Pagosa Nordic Club was requesting a waiver of the permit fees of approximately \$100-\$125 per day since they provide free community cross-country ski trails at Cloman Park. **Commissioner Schaaf moved to approve the Special Park Use Permit for Pagosa Nordic Club events in January and February at Cloman Park and to approve the waiver of park use fees for these events as presented. Commissioner Maez seconded the motion and it carried unanimously.**

**C. Consideration and Approval of Intergovernmental Agreement of Participating Local Governments**

Todd Weaver, County Attorney, presented an Intergovernmental Agreement between Archuleta County, Dolores County, La Plata County, Montezuma County and San Juan County in which

Opioid Funds shall be divided and distributed within Region 17 as defined in the Colorado Opioids Summary Memorandum of Understanding. **Commissioner Maez moved to approve an Intergovernmental Agreement of participating counties related to the Southwest Opioid Response District as presented. Commissioner Schaaf seconded the motion and it carried unanimously.**

**D. Consideration of Approval of Awarding the Engineering On-Call Services Contract to Bohanan Huston, SEH and Davis Engineering**

Laura Vanoni, Transportation Coordinator, state following the county-mandated procurement process, the County received six bids for on-call engineering services. Staff evaluated the bids based upon cost and experience. Staff recommends awarding the multiple contracts to allow for the best firm to perform the services depending on the scope, timeline and costs. Staff recommended Bohanan Huston, SEH (Short Elliot Hendrickson, Inc.) and Davis Engineering as the three on-call engineering firms. **Commissioner Schaaf moved to award the on-call engineering services contracts to Bohanan Huston, Short Elliott Hendrickson, Inc. and Davis Engineering and to direct the County Attorney to draft and execute the contracts as presented. Commissioner Maez seconded the motion and it carried unanimously.**

**E. Consideration and Approval of Amendment to Agreement and Supplemental Letter Agreement with Short Elliot Hendrickson**

Brent Archuleta, Operations Manager for Public Works, stated in January 2021, the Board of County Commissioners approved a Master Agreement for Professional Services with Short Elliot Hendrickson (SEH) for engineering consulting services related to the county landfill. This Amendment #2 provided for additional work that was done during 2021 related to the issues raised by CDPHE. The estimate for the work is estimated at \$16,517. **Commissioner Maez moved to approve Amendment #2 to the Engineering Agreement as presented by staff. Commissioner Schaaf seconded the motion and it carried unanimously.**

**F. Consideration and Approval of Resolution 2022-05 Extending the Declaration of Local Disaster**

Derek Woodman, County Administrator, stated on December 31, 2021, he signed the Declaration of Local Disaster put in place regarding the supply shortage of propane within the county. A temporary restraining order was issued that would allow any propane company to fill Bob's LP tanks. This resolution extends the Declaration until February 2, 2022. **Commissioner Maez moved to approve Resolution 2022-05 as presented. Commissioner Maez seconded the motion and it carried unanimously.**

**Public Comment**

Sarata Leavenworth, 138 Valley View Dr., Bayfield, CO, was with Axis Health Systems and wanted to introduce herself to the Board of County Commissioners. Dental services are being provided to Archuleta County and she stated they were already booked for the appoints that were available.

**Commissioner Comments**

With no further business coming before the Board, the meeting adjourned at 2:23 p.m.

**January 4, 2022**

Approved this 18th day of January 2022.

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Kristy Archuleta  
Archuleta County Clerk & Recorder

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Warren Brown, Vice-Chairman