

**ARCHULETA COUNTY PROCEEDINGS  
BOARD OF COUNTY COMMISSIONERS**

The Board of County Commissioners held a Regular Meeting August 3, 2021 noting County Commissioners Alvin Schaaf, Ronnie Maez and Warren Brown, County Administrator Scott Wall, County Attorney Todd Weaver and County Clerk and Recorder Kristy Archuleta present.

Chairman Schaaf called the meeting to order at 1:31 p.m. with the Pledge of Allegiance and a moment of silence.

Chairman Schaaf 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**

Chairman Schaaf asked for any disclosures or conflicts of interest between the Board and the agenda. There was 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 Brown moved to approve the agenda as presented. Commissioner Maez seconded the motion and it carried unanimously.**

**Public Comments**

Greg Giehl, 351 S. 7<sup>th</sup> St., stated we were coming up on the 20<sup>th</sup> anniversary of September 11<sup>th</sup>, 2001. He believed that information was being withheld from the public regarding COVID. There was 12,000 people that have died after receiving the COVID shot and he did not believe the county should back it. He heard there was “talk” that The Constitution was going to be implemented as law of the land in Archuleta County and wanted to be involved.

Bill Hudson, 446 Loma St., stated a survey had been completed by the Pagosa Housing Partners. He stated they received 540 responses from the community and would put together a presentation to the Board of County Commissioners that would be available later in the month. Mr. Hudson invited the Board to reach out with any questions they were concerned about and what should be addressed in the presentation.

Chairman Schaaf recessed the Regular Meeting and convened the Local Licensing Authority at 1:40 p.m.

**Local Licensing Authority**

Chairman Schaaf swore in Mary Helminski, Executive Assistant/Paralegal, for testimony.

**A. Approval of a Retail Marijuana Center License Renewal for HGS LLC dba High Grade Specialists**

Mary Helminski, Executive Assistant/Paralegal, presented a renewal of a Retail Marijuana Center License for HGS, LLC dba High Grade Specialists located at 600 Cloman Blvd. Unit 1 in Pagosa Springs, Colorado. The renewal includes a change made and approved in June to modify the temporary drive-up window to a permanent one. The application was complete and the proper fees were paid. The Sheriff's Office, County Building Department and Fire Protection District have completed their inspections and found no issues. **Commissioner Maez moved to renew the Retail Marijuana Center License for HGS LLC dba High Grade Specialists as presented. Commissioner Brown seconded the motion and it carried unanimously.**

**B. Approval of a Retail Marijuana Optional Premises Cultivation License Renewal for HGS LLC dba High Grade Specialists**

Mary Helminski, Executive Assistant/Paralegal, presented a renewal of a Retail Marijuana Optional Premises License for HGS, LLC dba High Grade Specialists located at 600 Cloman Blvd. Units 5, 6, 7 and 8 in Pagosa Springs, Colorado. There were no changes to the renewal. The application was complete and the proper fees have been paid. The Sheriff's Office, County Building and Planning Departments and Fire Protection District all completed their inspections and found not issues. **Commissioner Brown moved to renew the Retail Optional Premises Cultivation Center License for HGS LLC dba High Grade Specialists as presented. Commissioner Maez seconded the motion and it carried unanimously.**

Chairman Schaaf adjourned the Local Licensing Authority and convened the Liquor Board at 1:42 p.m.

**Liquor Board**

Chairman Schaaf swore in Jamie Jones, Administrative Assistant, for testimony.

**A. Consideration of a Special Events Permit for Aspire**

Jamie Jones, Administrative Assistant, presented an application for a Special Events Permit for Aspire to sell Malt, Vinous and Spirituous Liquor at Paradise Ranch located at 11044 Hwy 84 Pagosa Springs, Colorado for the Aspire Annual Fundraiser Barn Dance and Dinner on August 13, 2021. The Sheriff had been notified of this event. The proper fees were paid and the premises was posted 10 days prior to the hearing. **Commissioner Maez moved to approve a Special Events Permit for Aspire for the fundraiser on August 13, 2021 as presented. Commissioner Brown seconded the motion and it carried unanimously.**

**Liquor Board Consent Agenda**

A. Approval of a Hotel & Restaurant License Renewal for The Buck Stops Here LLC dba The Buck Stops Here Market and Eatery

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

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

Chairman Schaaf adjourned the Liquor Board and reconvened the Regular Meeting at 1:44 p.m.

**Consent Agenda**

A. Payable Warrants and Purchase Cards

General Fund Payable	211,754.74
Road and Bridge Fund Payable	27,730.49
Department of Human Services Fund Payable	262,769.73
1A Fund	
All Combined Dispatch Fund Payable	1,067.17
Conservation Trust	
Justice System Capital Fund	1,500.00
Solid Waste Fund Payable	13,624.26
Airport Fund Payable	1,960.34
Fleet Fund Payable	73,929.56
Total	594,336.29
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	
Total	-
General Fund Payable	10056.78
Road and Bridge Fund Payable	577.71
Department of Human Services Fund Payable	4147.17
1A Fund	
All Combined Dispatch Fund Payable	1217.20
Conservation Trust	
Justice System Capital Fund	
Solid Waste Fund Payable	268.00
Airport Fund Payable	816.00
Fleet Fund Payable	154.99
Total	17,237.85

B. Regular Meeting Minutes

07/20/2021

C. Resolution 2021-54 Lot Consolidation in Twincreek Village Owned by Dennis & Colleen

Dudley

- D. Resolution 2021-55 Lot Consolidation in Pagosa Meadows Unit Four Owned by James and Kathleen Pickart
- E. Resolution 2021-56 Lot Consolidation in Pagosa Highlands Estates Owned by Larry and Laura Lunsford
- F. Resolution 2021-57 Lot Consolidation in Pagosa Highlands Estates Owned by James L. and Alice A. Hendricks
- G. Resolution 2021-58 Lot Consolidation in Aspen Springs Subdivision No 6 Owned by Jereme and Erica Weber
- H. Resolution 2021-59 Lot Consolidation in Lake Forest Estates Owned by Rosanna and Paul J. Dufour III
- I. Resolution 2021-60 Lot Consolidation in Whispering Wood Subdivision Owned by Kelly Bull and Erik Playe
- J. Resolution 2021-61 Lot Consolidation in Aspen Springs Subdivision No 4 Owned by Barbara Sargent
- K. Approval of Letter of Acceptance of Emergency Management Performance Grant
- L. Approval of Law Enforcement and Emergency Services Agreement with Hinsdale County
- M. ACDHS 21-22 CORE Services Annual Plan (Year 3)
- N. Resolution 2021-62 Amending the County Office Hours for September 10, 2021
- O. Ratification of the Chairman's Signature on a Letter of Support for Chimney Rock Interpretive Association

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

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

**New Business**

**A. Approval of SEH to Conduct Programmatic Review for the New Bus Facility**

Laura Vanoni, Transportation Coordinator, stated Archuleta County was awarded a grant from CDOT to conduct a programmatic review/predesign for the new bus facility. The grant was \$15,000 with a \$15,000 match. There were two bid submittals for this review (Reynolds Ash \$15,000 and SEH \$30,000). SEH was significantly higher in price but had a lot more information included in their RFP. Staff recommended accepting. **Commissioner Brown moved to approve the Public Contract for Services with SEH for programmatic review/predesign services as presented. Commissioner Maez seconded the motion and it carried unanimously.**

**B. Approval of Funding Request for Completion of the Pagosa Lakes Trail Connection Project**

Scott Wall, County Administrator, stated the Pagosa Lakes Trail Connection project was part of a grant from Colorado Parks & Wildlife in which PLPOA received \$200,000. The county matched with \$30,000 and PLPOA matched with \$170,000. The total budget/estimated costs which were submitted in the grant application in 2018 was \$400,000, however, the rapid increase of construction materials and inflation costs have driven the costs of this project over budget. PLPOA estimates the additional cost to complete the project is \$116,000 and was requesting the Board of County Commissioners to approve a funding request in the amount of \$58,000 from the

Conservation Trust Fund. **Commissioner Brown moved to approve additional funding in the amount of \$30,000 from the Conservation Trust Fund for costs relating to the second phase work of the Pagosa Trail Connection as presented. Chairman Schaaf seconded the motion with Commissioner Brown and Schaaf voting Aye and Commissioner Maez voting Nay.**

**C. Approval of Awarding Construction Contract for Phase 2 of Pagosa Lakes Trail Connection Project**

Scott Wall, County Administrator, stated the second phase of the Pagosa Lakes Trail Connection project entails the installation of the pedestrian bridge and connecting the existing trail on the north and south sides of Village Lake. Davis Engineering drafted the specifications and performed the bid process. Two bids were received and UCAL, Inc. was recommend for Phase 2 work.

**Commissioner Maez moved to award the construction contract to UCAL, Inc. for the second phase work of the Pagosa Trail Connection project as presented with no future add-ons. Commissioner Schaaf seconded the motion and it carried unanimously.**

**D. Approval of Designating Clyde Church as Chief Local Elected Official for Southwest Sub-Region Workforce Development Board**

Scott Wall, County Administrator, stated the Southwest Workforce sub-area was made up of the five counties of Archuleta, La Plata, Montezuma, San Juan and Dolores. The Federal Workforce Innovation and Opportunity Act provides guidance for the workforce system in Colorado and requires that each county be represented in the workforce system by a Chief Local Elected Official. This letter designated Clyde Church of La Plata County to fill the vacant position. **Commissioner Maez moved to approve the designation of Clyde Church as Chief Local Elected Official for the Southwest Sub-Region Workforce Development Board as presented. Commissioner Brown seconded the motion and it carried unanimously.**

**E. Approval of Addition of Employee Position**

Derek Woodman, County Undersheriff, requested the approval of one full-time employee to the Sheriff's Office for County Court Security. This position is a grant-funded position. **Commissioner Maez moved to approve the addition of one full-time position at the Sheriff's Office for a Court Services Officer as presented. Commissioner Brown seconded the motion and it carried unanimously.**

**Executive Session**

**Commissioner Brown moved to go into Executive Session pursuant to C.R.S. 24-6-402(4)(f)(I) for personnel matters relating to discussing the recruitment process of the next County Administrator. Commissioner Maez seconded the motion and it carried unanimously.**

Chairman Schaaf announced that Commissioners Maez, Brown and Schaaf, Administrator Scott Wall, and Attorney Todd Weaver would be going into Executive Session. No decisions would be made.

Chairman Schaaf recessed the Regular Meeting and convened the Executive Session at 2:07 p.m.

Chairman Schaaf reconvened the Regular Meeting at 2:32 p.m.

**Commissioner Comments**

With no further business coming before the Board, the meeting was adjourned at 2:32 p.m.

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Kristy Archuleta  
Archuleta County Clerk & Recorder

Approved this 17<sup>th</sup> day of August 2021.

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Alvin Schaaf, Chairman

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