

SAGUACHE COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION MEETING
TUESDAY, September 18, 2018

MINUTES

CALL TO ORDER:

The Meeting was called to order by Board Chair, Jason Anderson, at 9:01 A.M., with the following members present:

Jason Anderson, Commissioner, Board Chair
Ken Anderson, Commissioner
Tim Lovato, Commissioner
David Bitler, County Administrator
Ben Gibbons, County Attorney
Rhiannon Curry for Trish Gilbert, Clerk to the Board

PLEDGE OF ALLEGIANCE:

Board Chair, Jason Anderson, invited those in attendance to join in reciting the Pledge of Allegiance.

Additions/Deletions to the Agenda:

1. None

**MOTION BY COMMISSIONER LOVATO TO APPROVE THE AGENDA AS PRESENTED.
SECOND BY COMMISSIONER KEN ANDERSON
VOTES IN FAVOR: 3 VOTES AGAINST: 0
MOTION CARRIED**

Reading and Approval of Minutes:

**MOTION BY COMMISSIONER KEN ANDERSON TO APPROVE THE MINUTES OF
THE SEPTEMBER 4, 2018, REGULAR SESSION MEETING AS AMENDED.
SECOND BY COMMISSIONER LOVATO
VOTES IN FAVOR: 3 VOTES AGAINST: 0
MOTION CARRIED**

**MOTION BY COMMISSIONER KEN ANDERSON TO APPROVE THE MINUTES OF
THE SEPTEMBER 11, 2018, SPECIAL SESSION MEETING AS PRESENTED.
SECOND BY COMMISSIONER LOVATO
VOTES IN FAVOR: 3 VOTES AGAINST: 0
MOTION CARRIED**

Review of Mail and Other Correspondence: 09/18/2018

1. Central Colorado Project, Allen D. Miller, Inventor, sent a report on Colorado's flawed Water Plan and Ignored Regional Clean Water & Energy Solution. (9/10/18)
2. Colorado Department of Transportation, sent the follow-up report to the 2018 Annual meeting with CDOT. (9/10/18)
3. Upper Arkansas Water Conservancy District, sent a Tentative Agenda for the Board of Director's meeting.(9/10/18)
4. Colorado River Water Conservation District, sent notice of a Special Joint meeting and 2019 CRWCD Budget Workshop of the Board of Directors. (9/12/18)
5. The Baca Grande Property Owners Association sent the 2018 Annual Members meeting & Election agenda.(9/12/18)
6. Ed & Tootsie Powszukiewicz sent a Thank You card to the Board of County Commissioners for the memorial flowers. (9/13/18)

Introduction of Guests:

Senator Larry Crowder	Carna J. Anderson – Field of Green, LLC
H. Ray Newmyer – Field of Green, LLC	Carlos Galan – G5 Acquisitions
Sharla Galan – G5 Acquisitions	Jay LeBlanc – Resident
Marvin Reynolds – Co. State Univ. Ext.	Sean Tanner – Renewable Water Resource
Teresa L. Bennis – Center Post-Dispatch	

Public Comment:

Senator Larry Crowder attended the meeting and explained to Commissioners he tries to get to all of the Counties that he represents at least once a year to hear their concerns and any ideas they have for future legislation. Crowder advised that the blue book consisting of 120 pages was released and it is looking to be a lengthy election ballot. Crowder commented he will be in support of Amendment A, which removes the word slavery from the Constitution, and will also support a bill to take redistricting out of politicians hands.

Commissioner Chair Jason Anderson and Commissioner Ken Anderson both commented to Senator Crowder about legislation protecting water in the Valley. Commissioner Chair Jason Anderson also commented on the Gallagher legislation, stating it hasn't presented itself, but is always on his mind. Commissioner Ken Anderson also commented on the blanket regulations on Landfills, that over extend costs in small rural communities. Commissioner Lovato asked about minimum stream flows above head gates, and the difficulty of communicating with CDOT, particularly regarding a project at Agate Creek. Senator Crowder closed saying he has two more years left and he will do his best to represent the County.

COMMISSIONER REPORTS:

Jason Anderson:

9/7 – Attended the Colorado Counties Southern District meeting in Walsenburg with David Bitler, County Administrator, and the Commissioners. Topics included a review of legislation from 2018, pending legislative proposals from Counties for 2019, and ballot issues for the fall election. Transportation issues and taxation were also discussed.

9/10 – Attended office hours in Crestone. The Commissioners were able to move back to the previous office space, as the restaurant had closed. This allowed for much more visitation.

9/10 – Received a call from Mr. Ken Williams concerning gates that were placed on County Road 38FF. Mr. Williams was inquiring if he could also put up gates.

9/11 – Attended the Department Head evaluation executive session meeting, and then attended the County work session for Sales Tax grants.

9/11 – Received an email from Mike Blakeman of the Rio Grande Forest Service informing the RAC that our charter had expired and we needed to wait for reauthorization before Title II funds can be discussed.

9/14 – Stopped by the Saguache County Jail to see if their water needs were being met with the Town water turned off.

9/14 – Met with Vivia Lawson, Chair of the Saguache County Tourism Board. Discussions included the outline of the lodging tax legislation, and the Commissioners' expectations of the Tourism Board.

9/15 – Called out on a Saguache SAR rescue for a stranded hiker on Kit Carson. Saguache County SAR has had 34 call-outs this season.

9/15 – Attended the Town of Saguache Fall Festival.

9/15 – Received a second call from Ken Williams looking for clarification on the gate issue.

Tim Lovato:

9/5 – Met with April Quintana, HR, and worked on the Department Head Evaluations. Drove and checked on the condition of County Roads AA & T. Received a call from a Saguache County resident about the amount of trash that blows on their property from adjoining neighbors.

9/7 – Drove to Walsenburg with Commissioners Ken and Jason Anderson and Saguache County Administrator David Bitler for the Southern Regional meeting.

9/10 – Held Office Hours in Saguache, and had 4 citizens visit.

9/11 – Attended the Department Head Evaluations in the morning, and worked on the Sales Tax Grant applications with fellow Commissioners that afternoon.

9/12 – Received a call from Commissioner Jason Anderson about the installation of gates on Middle Creek road west of Saguache.

9/13 – Was contacted by John Putbreze from the Colorado Division of Courthouse Security asking if I was interested in applying to the Security Cash Fund Commission, since he was one Commissioner short on that Board. In the afternoon was contacted by a resident living next to the Lazy KV Estates subdivision, about the condition of the area and the lack of enforcement on the regulations in Saguache County. Worked with April Quintana, HR, to send a flyer to all employees regarding the Saguache Employee Appreciation breakfast to be held on the morning of September 27, and spoke with Cleve Simpson, from the Rio Grande Conservation district, regarding rumors of water exportation.

9/15 – Attended the Fall Festival in the Town of Saguache, there were approximately 460 attendees.

Ken Anderson:

9/7 – Attended the Southern Regional meeting with fellow Commissioners and County Administrator David Bitler.

9/8 – Received a call about roads in the Carnero area, drove them and felt they are in pretty good shape.

9/10 – Attended office hours in Center. Spoke to the Town Code Enforcement and the Town Mayor while I was there.

9/11 – Attended the Department Head evaluations in the morning, and in the afternoon the Commissioner Work Session to discuss Sales Tax Grants.

9/15 – Attended the Fall Festival in the Town of Saguache, it was a nice day, and had a lot of people in attendance.

9/17 – Attended the Development Resource Group in Alamosa (DRG), spoke about weed control issues and monies available for loans. Would like for them to come to Saguache and discuss some of the things they are working on.

BOARD OF SOCIAL SERVICES MONTHLY REPORT – LINDA WARSH: REPORT ATTACHED.

Director Warsh gives Commissioners her monthly reports and comments to Administrator David Bitler, she would like to meet to go over her financials, and reports to further explain her Department to him. Warsh explains to Commissioners she also has an MOU for them to sign. Warsh explains that the MOU is for Colorado Community and will now go through the State, which she is unsure of, as she feels they are trying to fill a quota, and her Department is trying to provide services. Attorney Gibbons advises if she is uncomfortable with it, it would be better not to have Commissioners sign until she is. Warsh explains it doesn't need Commissioner Signature, but she wanted it in the minutes, that she wasn't comfortable signing it.

Warsh also asks Commissioners about a space for her Department to use in Crestone, as they need a place they can go with a closed door to discuss personal matters with clients. Commissioners suggest going to the Town or contacting the Mayor directly to see what they can work out together. Commissioner Ken Anderson questions how the furnace in the building is coming along, and Warsh reports they are working on connections. Maez asks Linda for reports due every month, which she hasn't received since the beginning of the year, and Warsh agrees to send them to her.

DEPARTMENT HEAD REPORTS:

BEN GIBBONS, COUNTY ATTORNEY:

Attorney Gibbons advises Commissioners that he has reached out to the Valley Wide contact regarding trading areas with a Dentist for Public Health and Department of Social Services, however cautions to tread lightly in doing so due to the number of services they provide to the Town of Center residents. Attorney Gibbons informs Commissioners that he has submitted the PILT litigation, but has only received acknowledgement of receipt in return. Gibbons asked what costs might be incurred, but has not received a response. Attorney Gibbons time was put on hold to address MOU's for the Treasurer that needed a motion and signature.

Once Treasurer Trujillo was completed, Commissioner Chair Jason Anderson questioned Attorney Gibbons as to the County Policy regarding gates across County roads. Attorney Gibbons explained the current policy states that there are not to be gates across County roads. Commissioner Chair Jason Anderson questioned if the County provided cattle guards. Attorney Gibbons clarifies that typically the land owner would provide the cattle

guard and the Road and Bridge Department would provide the labor of putting the cattle guard in place. Commissioner Chair Jason Anderson questions liability of who is responsible if a rancher's livestock were to be injured in our cattle guard. Attorney Gibbons states if the rancher has provided the cattle guard the County would not be liable for the livestock being injured.

Commissioner Lovato asks Attorney Gibbons if the County provides the cattle guard if the county would be liable for it, and Attorney Gibbons replies, if the cattle guard were not built to manufacturer specifications. Commissioner Lovato talks about faux cattle guards made from asphalt with paint stripes in them that were put in place for ADA accessibility, and asks if that would be a possibility for the current situation in question. Road and Bridge Supervisor Arredondo explains that those did not work, as the calves jumped across them and shortly thereafter the cows figured out they could as well, in turn the County removed them and put in a regular cattle guard. Commissioners agree with Attorney Gibbons and direct Arredondo to have the gates removed on the road.

CONNIE TRUJILLO, SAGUACHE COUNTY TREASURER:

Treasurer Connie Trujillo attended and submitted three MOU's to the Commissioners, with the State of Colorado concerning confidential data. Trujillo explains these are the same MOU's that are signed every year with the State, to authorize her as the Treasurer to receive confidential information. One is for Saguache County, one is regarding marijuana, and the last is in regard to the lodging tax.

MOTION BY COMMISSIONER LOVATO TO ENTER INTO THE MOU'S WITH THE STATE OF COLORADO FOR THE CONTROL OF CONFIDENTIAL DATA FOR MARIJUANA EXCISE TAX, SAGUACHE COUNTY SALES TAX, AND SAGUACHE COUNTY LODGING TAX.

SECOND BY COMMISSIONER KEN ANDERSON

VOTES IN FAVOR: 3

VOTES AGAINST: 0

MOTION CARRIED

The above motion was put on hold until clarification as to if Land Use Administrator Wendi Maez was also party to these MOU's and not just Treasurer Trujillo. Clarification was made, Trujillo came back to the meeting and informed Commissioners and the motion was completed and passed.

DAN WARWICK, SHERIFF, REPORT ATTACHED:

Sheriff Warwick explained that he is currently housing 17 inmates with 5 or 6 of those being from Alamosa County. Warwick goes on to explain that they traded inmates as one they were housing was causing issues, so they moved him to Alamosa and took an inmate from Alamosa in return to reduce the issues. Warwick explains to Commissioners he is waiting for the arrival of a bid for new concrete to be poured in front of the jail, as the current concrete is cracking and breaking and causing safety issues. The new concrete will also wrap the building to provide for ADA accessibility.

Jail Supervisor Ken Wilson went over budgetary figures with Commissioners and explained why his figures did not directly match those that Commissioner Lovato had. Wilson provided copies of his reports to Administrator Bitler. Commissioner Chair Jason Anderson comments he has been listening to the Podcast regarding the disappearance of Kristal Reisinger, and asks Warwick if there have been any new leads on the case. Warwick explains it is still a pending case and it is still being worked on. Warwick goes on to say unfortunately they have to work the cases coming in daily, so don't have time to devote full attention to a case that has them chasing their tails. Warwick does explain that he and a few other deputies are meeting to discuss how the case can be worked from a more tactical advantage to get some to open up with information.

Commissioner Tim Lovato questions Warwick as to if he is fully staffed. Warwick explains he just lost a person at the jail, but they are on the upside of things currently. Commissioner Chair Jason Anderson comments it has been very hot, and Warwick explains he has had questions regarding re-enacting the fire ban. Commissioner Chair Jason Anderson comments to wait until mid-October and re-discuss if the County receives no moisture before that. Commissioner Ken Anderson comments the fire worry is more for the mountainous areas of the County than on the Valley floor.

RANDAL ARREDONDO, SUPERVISOR, ROAD AND BRIDGE DEPARTMENT:

Supervisor Arredondo informs Commissioners that Road and Bridge received their new blade in the shop last week, and that he has given the contract to Attorney Gibbons to sign off on as per the contract requirements. Arredondo explains he has a contract with Viquero Moffat Partnerships to build a Dollar General Store in Moffat, as they want to improve County Road T where it will provide access to their store. Arredondo advises they want to improve the road, but they will pay to put in the improvements necessary for the project. Sandia Belgrade of the Crestone Eagle questions if this will mean revenue for the County, and Commissioner Chair Jason Anderson confirms stating it will also provide accessibility to products you typically have to drive quite a distance to procure.

MOTION BY COMMISSIONER LOVATO TO ALLOW VIQUERO MOFFAT PARTNERSHIPS TO DO IMPROVEMENTS TO COUNTY ROAD T FROM THE COUNTY RIGHT OF WAY APPROXIMATELY 500 FEET, IN ACCORDANCE WITH COUNTY SPECIFICATIONS.

SECOND BY COMMISSIONER KEN ANDERSON

VOTES IN FAVOR: 3

VOTES AGAINST: 0

MOTION CARRIED

Supervisor Arredondo confirms the Commissioners have decided gates will not be allowed on County Roads, and confirms he will send a letter about having them removed. Commissioner Chair Jason Anderson addresses fellow Commissioners stating that when Administrator Bitler was hired it was decided Road and Bridge would not be turned over directly. Commissioner Chair Jason Anderson states it is his opinion that this should be done now, as Administrator Bitler does not seem overwhelmed and feels all Departments should be within his purview. Administrator Bitler confirms his plate is not full, and states

Supervisor Arredondo and himself already have acquired a good working relationship, which he will discuss further during his report.

Commissioner Lovato questions that the original intent was for it to be a couple of months before this Department was given to Bitler and questions if Bitler has reviewed policies and realizes Road and Bridge is derived from a different source of revenue. Commissioner Ken Anderson comments he feels that Road and Bridge is part of the overall picture and that fresh eyes on the Department could be a good thing. Supervisor Arredondo agrees that he and Administrator Bitler have already visited, and feels that Bitler is aware of policy, commenting that the County is working on policy from 2007 and feels it should be updated. Arredondo closes stating he feels Bitler and himself will work well together. Commissioner Lovato states the Road Supervisor falls under State Statute unlike other Department Heads. Land Use Administrator Maez asks to speak to Randy regarding a land acquisition proposition by a property owner before he leaves the Courthouse.

LUNCH

WENDI MAEZ, LAND USE ADMINISTRATOR:

1. Field of Green, LLC – Conditional Use Request for NE1/4NE1/4 9-43-8, Marijuana Cultivation Area, Tier 1

Physical address – 49976 County Road T

Utilities – SLVREC

Telephone – Cell phone service

Water – 15509 F - Legal supply for seasonal irrigation use

Sewage – System installed

See application binder for lots more information.

One letter of objection has been received concerning construction and sewage permits for the campers used as residences on the property. Construction Permits have been issued for all of the campers and a sewage system has been installed for them. The trailers that are located on the property were initially placed on the property owned by ANRAC to the North, the trailers were moved to this property with a change of location on the original construction permits.

The SCPC recommended unanimous approval of this request during their regular meeting held on August 30, 2018 as presented with regular water requirements and water will be purchased if SWSP is not approved. There are to be no fans or lighting used at night.

Comment received from Kevin Boyle – Division of Water Resources – “She has an irrigation water supply that can be used on the property. That was in their letter. Last week they applied to re-permit the domestic well, which could not be hooked up to the office/business uses, to an exempt commercial well so that they could do that.

So right now, they have a legal seasonal irrigation supply and have a pending well permit application for a legal year round employee drinking/sanitary supply. They do not have a

water supply for composting or out of season irrigation. They have stated they intend to apply for a plan to allow them to do so, but I have not received the application.”

Carna Anderson explains that she has split and deeded 40 acres of her property to be used for the marijuana cultivation after removing a squatter and cleaning up the mess that was there. Commissioner Chair Jason Anderson questions how many acres she has, and she explains she has 800 acres on the south ranch and another 1200 acres on the North ranch. Commissioner Lovato questions there are two wells on the property, and Newmyer, assisting Anderson explains that one is confined and connected to a pivot, which they didn't want to mess with, and the other is unconfined, which is the well they are applying to be moved to commercial.

MOTION BY COMMISSIONER KEN ANDERSON TO APPROVE THE CONDITIONAL USE REQUEST FOR FIELD OF GREEN, LLC AT NE1/4NE1/4 9-43-8 FOR A TIER ONE, MARIJUANA CULTIVATION AREA.

SECOND BY COMMISSIONER LOVATO

VOTES IN FAVOR: 3 VOTES AGAINST: 0

MOTION CARRIED

2. G5 Acquisitions, Antelope Run Tract 3 – Structure of Ownership Change request. This area was approved in September 2017 for a retail marijuana cultivation area. The request is to change the % of ownership to 95% owner Sharla Galan and 5% owner Kelsey Dunlap. At the time of approval Kelsey Dunlap was 100% owner.

Galan explains to Commissioners that had she known when the application was submitted what a process it was to make this change she never would have set it up the way it was done originally. Galan goes on to say the MED and her law firm recommended this structure and it was at their advice, that it was originally set up with Kelsey Dunlap having majority ownership.

MOTION BY COMMISSIONER LOVATO TO APPROVE THE STRUCTURE OF OWNERSHIP CHANGE FOR SHARLA GALAN OF G5 ACQUISITIONS.

SECOND BY COMMISSIONER KEN ANDERSON

VOTES IN FAVOR: 3 VOTES AGAINST: 0

MOTION CARRIED

3. Request to release Lot 11, Block 43 and Lot 6, Block 73, Town of Moffat. These lots were not on the original lot ownership list.

Maez explains to Commissioners that these lots were excluded many years ago and it was decided not to advertise them unless someone specifically asked. Attorney Gibbons comments the Town of Moffat was doing work on the Town and so they were put on hold in case the Town wanted to acquire them to finish/add on to the work they were doing. Maez explains that she has now had requests for them and would like to add them back in. Commissioners agree and give the directive to add these lots back to the County owned list for purchase.

4. The Baca Grande Property Owners Association has recommended the appointment of Allison McClure to replace Charles Sommers to the Crestone/Baca Planning Commission.

Maez explains that Sommers passed, and she has been waiting to get the Planning Commission's recommendation of who they would like to see put in his place. The PC has decided on Allison McClure and asked that she be appointed by the Commissioners.

MOTION BY COMMISSIONER LOVATO TO APPOINT ALLISON MCCLURE TO THE CRESTONE/BACA PLANNING COMMISSION AT THEIR RECOMMENDATION, TO REPLACE THE SEAT VACATED BY CHARLES SOMMERS.

SECOND BY COMMISSIONER KEN ANDERSON

VOTES IN FAVOR: 3 VOTES AGAINST: 0

MOTION CARRIED

5. Judy Messoline has resigned from the Saguache County Planning Commission. My recommendation is to appoint Dan Davis as a regular member as he is from the same area. Maez explains to Commissioners that Dan Davis has been the alternate of Judy Messoline for almost two years, and she would like to replace Messoline with Davis, but would like direction from the Board as to how they would like her to handle it. Maez confirms she will need a motion to accept Messoline's resignation.

MOTION BY COMMISSIONER KEN ANDERSON TO ACCEPT THE RESIGNATION OF JUDY MESSOLINE FROM THE SAGUACHE COUNTY PLANNING COMMISSION.

SECOND BY COMMISSIONER LOVATO

VOTES IN FAVOR: 3 VOTES AGAINST: 0

MOTION CARRIED

Commissioners discuss advertising the position with the Planning Commission and that it is typically done at the end of the year. Maez reminds them that they had her appoint Steve when Annie resigned from the Board. Commissioner Chair Jason Anderson expresses concern at the lack of alternates. Maez confirms advertisements for alternates have been posted since August.

MOTION BY COMMISSIONER KEN ANDERSON TO APPOINT DAN DAVIS AS A MEMBER OF THE SAGUACHE COUNTY PLANNING COMMISSION TO REPLACE THE SEAT VACATED BY JUDY MESSOLINE.

SECOND BY COMMISSIONER LOVATO

VOTES IN FAVOR: 3 VOTES AGAINST: 0

MOTION CARRIED

6. Two bids have been received for the purchase of Lot 10, Block 10, in the Town of Moffat.
Bid received from Anthony A. Bianco for \$201.99 – minimum bid of \$60.00
Bid received from Don Lee Mayo for \$200.00 – minimum bid of \$60.00

MOTION BY COMMISSIONER KEN ANDERSON TO ACCEPT THE BID FROM ANTHONY A. BIANCO FOR LOT 10, BLOCK 10, IN THE TOWN OF MOFFAT FOR \$201.99 WITH A MINIMUM BID OF \$60.

SECOND BY COMMISSIONER LOVATO

VOTES IN FAVOR: 3 VOTES AGAINST: 0

MOTION CARRIED

7. County owned lot bids received

a. Baca Grande Grants, Lot 54

Bid received from Andreas S. Salazar for \$4,001– minimum bid of \$4,000.

MOTION BY COMMISSIONER LOVATO TO ACCEPT THE BID FROM ANDREAS S. SALAZAR FOR BACA GRANDE GRANTS, LOT 54, FOR \$4,001 WITH A MINIMUM BID OF \$4,000.

SECOND BY COMMISSIONER KEN ANDERSON

VOTES IN FAVOR: 3 VOTES AGAINST: 0

MOTION CARRIED

b. Baca Grande Chalet, Unit I, Lot 852

Bid received from Justin Van Warden for \$4,000 – minimum bid of \$4,000.

MOTION BY COMMISSIONER KEN ANDERSON TO ACCEPT THE BID FROM JUSTIN VAN WARDEN FOR BACA GRANDE, CHALET, UNIT I, LOT 852, FOR \$4,000 WITH A MINIMUM BID OF \$4,000.

SECOND BY COMMISSIONER LOVATO

VOTES IN FAVOR: 3 VOTES AGAINST: 0

MOTION CARRIED

c. Baca Grande Chalet, Unit II, Lot 4353

Bid received for \$2,900 with a minimum bid of \$4,000.

MOTION BY COMMISSIONER KEN ANDERSON TO DENY THE BID FOR BACA GRANDE CHALET, UNIT II, LOT 4353, FOR \$2,900, AS IT DOES NOT MEET THE MINIMUM BID REQUIREMENT OF \$4,000.

SECOND BY COMMISSIONER LOVATO

VOTES IN FAVOR: 3 VOTES AGAINST: 0

MOTION CARRIED

DAVID DABOLL, PUBLIC HEALTH DIRECTOR:

Administrator Bitler explains to Commissioners that Daboll would like to speak to them briefly about a time sensitive manner and asks that Daboll be allowed to speak prior to his Admin report. Daboll advises Commissioners that the State is wanting the Public Health Department under the Communities that Care Program, to add positive youth development training to community members, however no one has been willing to take this on. Daboll explains that he has found Alpine Achievers Initiative members who are willing to do this training, thus has sent a contract for Administrator Bitler and Attorney Gibbons to review. Daboll explains that with two people attending training to become trainers it would be a total cost of \$1500, which would be fully refunded by the State.

The issue is he needs Commissioner Approval prior to the next meeting on October 2nd to get things rolling. Daboll asks Commissioners to issue signing approval to the Administrator if they will not approve the contract at this meeting. Attorney Gibbons

suggests giving authority if they chose to go that route to one of the three Commissioners. Commissioner Chair Jason Anderson explains he is not comfortable with this, and prefers Daboll send them an outline of what will take place and what is in the contract for review, and then the Commissioners could discuss and approve or reject on the 2nd at an open meeting.

MARVIN REYNOLDS, CSU EXTENTSION:

Administrator Bitler explains Marvin Reynolds will be brief as well and asked if he could be added to the agenda to speak to Commissioners. Reynolds thanks Commissioners for their continued support of the CSU Extension program. Reynolds explains that the program has changed and one thing they are doing is asking for a direct amount they need from the County this year. Reynolds explains that last year they received \$18K, however, this year they will be asking for \$19K to fully fund their budget.

Commissioner Chair Jason Anderson asks Reynolds about a 4H club in Crestone, commenting it seems the program picks the low hanging fruit of the communities that already have programs in place, but adds he appreciates what he does for the County as a whole. Reynolds explains that they have had a hard time retaining club leaders necessary to run a program in Crestone, stating that kids in that area can still join, their parents would just essentially have to function as their leader.

Commissioner Chair Jason Anderson explains he as a parent drives an hour to football practice, and comments it is about the group interaction. Commissioner Chair Jason Anderson goes on to say every time 4H has come to the community it has been for rocketry or something of that nature, and that there are a lot of kids that moved to a rural area, and would like to obtain rural skills.

Reynolds explains the 4H club will be holding open houses in October and will have one in the Crestone area to solicit participation as well as try to obtain a leader. Commissioner Chair Jason Anderson comments he will try to do some recruiting for Reynolds. Reynolds also advises Commissioners that for kids that want to raise animals but don't have the space, some smaller Counties have donated shared land, where kids can keep their animals but still care for them, outside of the child's home, suggesting a sales tax grant could be applied for to build pens for the animals, should the County be interested in something of that nature.

WENDI MAEZ, SAGUACHE COUNTY AIRPORT MANAGER REPORT:

The County Airport report was given prior to lunch as Commissioners were ahead of schedule and time to fill before completing the jail tour, just before breaking for lunch.

1. Fuel Amount sold through August 2018 is \$18,862.83

Commissioner Lovato questions the airport being over in expenditures for the current year. Maez explains that she had to correct plumbing issues, the runway lights, and a water line that froze, and repair a septic issue. Maez also explains she had grant funds to cover a majority of the expenditures and revenues are up YTD as well.

DAVID BITLER, ADMINISTRATOR – ADMINISTRATIVE

1. Sign Colorado Department of Military and Veterans Affairs monthly certification report.
Approved and signed by Commissioners.
2. 2019 Budget work session is scheduled for Thursday September 20th at 9am with Elected Officials and Department Heads to finalize the proposed budget.
3. First Capital Equipment Leasing Corp. Information.
Administrator Bitler included information for Commissioners regarding a loan program that is tax exempt with a lower rate than you would receive commercially to enable the Sheriff's Department to purchase vehicles for a lower cost.
4. New position and position description Finance/HR/Grant Support Specialist
Bitler explains to Commissioners he would like to start this position as support especially for HR, but adds it could move into a start to the Financial Program previously discussed. Bitler explains it would include grant management, assistance with financials and HR issues as needed, and would be the next step forward for the Department. Bitler explains with the financial position going away at Public Health, they would have those funds to support the salary of this position. Bitler explains he would like to post the position tomorrow and hire someone as soon as possible.

Commissioner Lovato questions the salary rate for this employee, and Bitler explains it would depend on who applied, but the open position at Public Health was at a rate of \$15 per hour. Maez explains that another Administration position that used to be full-time is now part-time, so there are funds there that could be used to support this position as well. Commissioner Chair Jason Anderson comments there are some real hidden gems out there that could be great in this position, and that the Commissioners never intended their HR person to also be their financial person. Bitler also explains to Commissioners that once he has a full staff everyone will be cross training so that the Department can be fully functional even if employees are out. Commissioners give Bitler the directive to post for the position.

5. Office space transition plan for Public Health, Land Use, Administration.
Bitler explains to Commissioners that after a safety issue removing the Land Use space to be utilized, a plan has developed to move the Public Health Department to the Department of Social Services area and where the Clerk and Recorder use to use office space in Center. There are negotiations being made to rearrange/swap some office space with the dentist who also occupies space there. Bitler explains the quotes to move them and get set up would cost approximately \$4703.

Bitler goes on to explain that the Land Use and Administration Departments would then be moved over to the Public Health Building with Land Use accessing the South side of the building and Administration accessing the North side of the building. Bitler is still waiting on bids for this move, however, the current bid received is for approximately \$11000. Commissioner Lovato questions if this will be done this year or will wait until next year and addressed in the 2019 budget. Bitler explains that it will have to come out of reserves, as it was discussed prior to his being hired. Commissioner Lovato explains that looking at the budget, revenues are down roughly \$619,000 from last year. Maez explains that the yearly tax lien sale has not taken place yet and that increases revenues substantially.

Bitler explains to Commissioners that they really don't have a choice to wait, as the staff of Land Use cannot move back into their office due to health and safety concerns, and with the way the building is, it could become an issue for the currently overcrowded Administration Office as well. Commissioners give the directive to start working on the logistics of making this move happen.

6. Security wall/safety for Center DHS building.

Bitler explains to Commissioners that a bid was received to build the wall in this office for approximately \$10000, however, he has spoken to Supervisor Arredondo at Road and Bridge and feels the County could put this wall in for much less, and Arredondo is willing to assist. Attorney Gibbons advises against having the County build this wall as it is there for security purposes, and should someone breach the wall, and hurt an employee it would be the County's liability, whereas should they have a contractor do it, the County would no longer be liable. Commissioner Chair Jason Anderson expresses that legal always reminds us that we pay more now to avoid it biting us later.

7. 2018 2nd Cycle Sales Tax Grants

Commissioners discussed that the application for the Safe Routes to School for Center Schools has not been approved by Center and thus should be removed from the amounts given. Commissioners decide to remove these funds and allow them to apply again should they decide to move forward with the project.

MOTION BY COMMISSIONER LOVATO TO APPROVE THE FOLLOWING AMOUNTS IN THE FOLLOWING CATEGORIES FOR THE 2018 SECOND CYCLE SALES TAX GRANT ALLOCATIONS

EMERGENCY – CRESTONE FOOD BANK \$5000, SAGUACHE COUNTY SHERIFF \$2779.98, SAGUACHE COUNTY SHERIFF \$2779.98, SAGUACHE COUNTY SHERIFF \$2959.62, SAGUACHE COUNTY SHERIFF \$2959.62, SAGUACHE COUNTY SHERIFF \$3400, LAURIE VIGIL, HEART \$4000, NEIGHBORS HELPING NEIGHBORS \$5000, NORTHERN SAGUACHE COUNTY FIRE PROTECTION DISTRICT \$5000, ROBERT WOELZ, OFFICE OF EMERGENCY MANAGEMENT \$4944, ROBERT WOELZ, OFFICE OF EMERGENCY MANAGEMENT \$3078, AND SAGUACHE COUNTY VETERANS SERVICES \$1749, FOR A TOTAL OF \$43,650.20

RENEWABLE ENERGY – CRESTONE PEAK COMMUNITY HOUSING \$5000, SAGUACHE CHAMBER OF COMMERCE \$3840, SAGUACHE WORKS, 4TH STREET FOOD \$5000, SAN LUIS VALLEY GREAT OUTDOORS \$5000, SAN LUIS VALLEY FAIR BOARD \$5000, SAGUACHE COUNTY SHERIFF \$3400, CENTER CONSERVATION DISTRICT \$5000, FOR A TOTAL OF \$32,240.00.

YOUTH AND SENIOR – CENTER BOYS & GIRLS CLUB \$3000, CENTER CONSERVATION DISTRICT \$2000, CENTER CONSOLIDATED SCHOOLS \$4000, CRESTONE PERFORMANCES, INC. \$5000, EARTH ART INSTITUTE \$2216, FRIENDS OF THE BACA LIBRARY \$4140, MOFFAT CONSOLIDATED SCHOOL DISTRICT \$1500, NEIGHBOR TO NEIGHBOR \$3382, NORTHERN SAGUACHE COUNTY LIBRARY DISTRICT \$2500, RACHEL KELLUM,

MOFFAT SCHOOL ART PROGRAM \$4000, RIO GRANDE WATERSHED CONSERVATION AND EDUCATION INITIATIVE \$2000, SAGAUCHE COUNTY TOURISM COUNCIL \$5000, SAGUACHE SAGEBRUSH QUILTERS \$3230, AND WREATH'S ACROSS AMERICA \$5000, FOR A TOTAL OF \$46,968.00 WITH A TOTAL OF ALL GRANTS AWARDED AT \$122,858.20.

SECOND BY COMMISSIONER KEN ANDERSON

VOTES IN FAVOR: 3 VOTES AGAINST: 0

MOTION CARRIED

8. Bitler requests an executive session from Commissioners for a personnel matter.

MOTION BY COMMISSIONER LOVATO ENTER INTO EXECUTIVE SESSION FOR PERSONNEL PER C.R.S. 24-6-402(4)(F)(I) FOR ADMINISTRATION AT 2:43P.M.

SECOND BY COMMISSIONER KEN ANDERSON

VOTES IN FAVOR: 3 VOTES AGAINST: 0

MOTION CARRIED

MOTION BY COMMISSIONER LOVATO TO RETURN TO OPEN SESSION AT 2:59P.M.

SECOND BY COMMISSIONER KEN ANDERSON

VOTES IN FAVOR: 3 VOTES AGAINST: 0

MOTION CARRIED

BREAK

KIMBERLY TEMPLE AND JESSICA BOGNER, WALL SMITH & BATEMAN, AUDIT REVIEW:

Auditors Kimberly Temple and Jessica Bogner of Wall Smith and Bateman, were in attendance to present the 2017 audit to Commissioners for review and acceptance. Auditors Temple and Bogner highlighted assets, liabilities, a summary of funds, and fund balances in broad detail with Commissioners, and asked for questions or comments upon completion. Auditors pointed out misstatements and deficiencies within reconciling for the Department of Social Services. Auditors also pointed out having only one person handling financials, there are not controls in place to catch errors.

Auditors Temple and Bogner suggested to Commissioners to continue to strengthen their inner controls to avoid reconciliation errors in the future. Auditors pointed out to Commissioners that the Counties biggest liability is the Landfill. Auditors did commend management of the County for working hard and quickly to compile and submit all required information for the audit's completion. Auditors Temple and Bogner also commented on the financial system being used stating it was too much system for a small County such as Saguache, and they would recommend getting additional support in what it is and is not capable of. A copy of the completed audit can be found on the website at www.sagauchecounty.net.

MOTION BY COMMISSIONER KEN ANDERSON TO ACCEPT THE AUDIT OF FINANCIAL STATEMENTS THROUGH DECEMBER 31, 2017.

SECOND BY COMMISSIONER LOVATO

VOTES IN FAVOR: 3 VOTES AGAINST: 0

MOTION CARRIED

BILL PAYING:

MOTION BY COMMISSIONER LOVATO TO ADJOURN THE MEETING SEEING NO FURTHER BUSINESS AT 4:08P.M.

SECOND BY COMMISSIONER KEN ANDERSON

VOTES IN FAVOR: 3 VOTES AGAINST: 0

MOTION CARRIED

RESPECTFULLY SUBMITTED:




**RHIANNON CURRY FOR
TRISH GILBERT, CLERK & RECORDER**

DATE MINUTES APPROVED: October 2, 2018





**JASON ANDERSON, COMMISSIONER,
BOARD CHAIR**



KEN ANDERSON, COMMISSIONER



TIM LOVATO, COMMISSIONER



**ATTEST
TRISH GILBERT
CLERK & RECORDER**