

**STATE OF COLORADO  
COUNTY OF ROUTT**

**OFFICE OF THE CLERK  
September 3, 2019**

Commissioner Timothy V. Corrigan, Chair Pro Tem, called the regular meeting of the Routt County Board of County Commissioners to order. Commissioner Douglas B. Monger and County Manager Tom Sullivan were also present. Those present recited the Pledge of Allegiance. Deanna Sanchez recorded the meeting and prepared the minutes. Deputy County Manager Dan Weinheimer and Commissioner Beth Melton were absent.

The details of this meeting can be found in the Board of County Commissioners (BCC) Regular Meeting Agenda and Packet for September 3, 2019 document in the Commissioners' Regular Tuesday Meetings Agendas and Packets section of the Routt County Website, along with the meeting audio.

**EN RE: WARRANTS**

Commissioner Monger moved to approve and authorize the Commissioners to sign the Warrants Sheets that included:

Accounts Payable Check- Cycle Date:	8/26-8/30	\$ 298,053.63
Accounts Payable Check: Manuals	-	\$
Accounts Payable Wires:	-	\$
<b>Total:</b>		<b>\$ 298,053.63</b>
Payroll Checks- Cycle Date:	8/26-8/30	\$ 518,732.38
Payroll Checks- Manuals	-	\$
Payroll – IRS & State Income Tax	8/26-8/30	\$ 209,211.17
<b>Total:</b>		<b>\$727,943.55</b>
<b>Total Disbursements Approved:</b>	<b>8/26/19-8/30/19</b>	<b><u>\$1,025,997.18</u></b>

Commissioner Corrigan seconded.

Mr. Sullivan advised of the 2019 Accounts Payable items of note for run date August 30, 2019. He stated payments for the Clerk's Office Distribution are included in the following total.

Vendor	Amount	Department
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EATON CORP	3,850.14	Facilities Management Budget: Courthouse and Annex UPS System Annual Support
SPECIALIZED PATHOLOGY CONSULTANTS	2,350.00	Coroner Autopsy: Decedents Aguilera and Harrison July 29, 2019; \$1,175.00 ea.
AXON ENTERPRISE INC	4,893.00	Sheriff Patrol Budget: 3 Taser Units with 4-year warranty and spare batteries
AXON ENTERPRISE INC	5,382.00	Sheriff Patrol Budget: 14 Basic Package for 2 year data storage and warranty
IMS INFRASTRUCTURE MANAGEMANT SERVICES LLC	6,497.50	Road and Bridge Budget: Dynaflect Field Data Collection for Pavement Management System
TRUE NORTH CONSULTING GROUP LLC	26,280.00	Facilities Management Budget: Downtown Campus Security Assessment: first payment pending presentation
LSQ GROUP HOLDINGS LLC	9,697.20	Sheriff Detention Center: Inmate Transport: Cohen, Collar, and extradition of Alvarado
2019 AP Run Date Aug 30 - Total	155,559.95	

Commissioner Corrigan and Mr. Sullivan discussed the LSQ payment.

Mr. Sullivan noted Rocky Mountain Bus sales for \$25,000 for YVRA replacement.

The motion carried 2-0.

**EN RE: ITEMS OF NOTE FROM PREVIOUS DAY'S WORK SESSION**

Commissioner Corrigan stated there were no items of note from the previous day's work session, due to the County Offices being closed for Labor Day.

## **EN RE: CONSENT AGENDA**

The following items were presented for consideration, approval, and signing on the consent agenda:

- A. Approval of County Commissioners Minutes: Regular Meeting of July 22, 2019;
- B. Approval of and authorization for Chair to sign Moffat and Routt County IGA for Public Health Director services;
- C. Approval of and authorization for the Chair to sign a liquor license renewal for Gehl Enterprises, LLC, DBA Toponas country liquors, for a retail liquor store license;
- D. Approval of ratification of Chair's signature on the AIP project no. 3-08-0031-045-2019 FAA grant agreement, notice of award, construction contract and notice to proceed;
- E. Approval of ratification of Chair's signature on the AIP Project no. 3-08-0031-046-2019 FAA grant agreement, notice of award, construction contract and notice to proceed;
- F. Approval of ratification of Chair's signature on the AIP Project no. 3-08-0031-047-2017 FAA grant agreement;
- G. Approval of and authorization for the Chair to sign the representation letter provided to the County's Auditors McMahan & Associates, LLC in connection with the audit of the December 31, 2018 financial statements;
- H. Approval of ratification of the Chair's signature on the Abstract of Assessment (CRS 39-5-123);
- I. Approval of and authorization for the Chair to sign a Special Events liquor license for the Steamboat Art Museum hosting an event at Alpine Ranch & Club at 33105 Meadow creek drive in Steamboat on September 25, 2019 from 5:00 p.m. to 7:00 P.M.;
- J. Approval of and authorization for the Chair to sign Core Services plan for Routt County and regional for the 2019-2020 fiscal year;
- K. Approval of the State Human Service electronic benefit transfer in the amount of \$135,886.76 through July 2019.

## **MOTION**

Commissioner Monger moved to approve items B, C, D, E, F, G, H, J, and K on the consent agenda, authorized the Chair to sign the related documents, and hold agenda items A and I until a later time.

Commissioner Corrigan seconded; the motion carried 2-0.

## **EN RE: PUBLIC COMMENT**

No members of the public were present for comment.

## **EN RE: CLERK AND RECORDER / KIM BONNER**

## **SPECIAL EVENTS LIQUOR LICENSE FOR STEAMBOAT ADAPTIVE RECREATIONAL SPORTS (STARS)**

Commissioner Corrigan stated the Board is going to consider the agenda item I for the Steamboat Art Museum and the STARS Special Event Liquor Licenses.

Ms. Houston stated her request for approval and authorization for the Chair to sign a Special Event license for Steamboat Adaptive Recreation Sports (STARS) for an event to be held at the Larson Barn at 32380 Wild Goose Lane in Steamboat on September 5th from 5:30 pm to 10:00 p.m.

The Board and Ms. Houston discussed the process for keeping track of the amount of Special Event Licenses that entities are allowed to obtain.

### **MOTION**

Commissioner Monger moved to approve and authorize the Chair Pro-Tem to sign a Special Event liquor license for Steamboat Adaptive Recreation Sports (STARS) for an event to be held at the Larson Barn at 32380 Wild Goose Lane in Steamboat on September 5th from 5:30 pm to 10:00 p.m.

Commissioner Corrigan seconded; the motion carried 2-0.

## **STEAMBOAT ART MUSEUM LIQUOR LICENSE**

### **MOTION**

Commissioner Monger moved to approve and authorize the Chair Pro-Tem to sign a Special Events liquor license for the Steamboat Art Museum hosting an event at Alpine Ranch & Club at 33105 Meadow creek drive in Steamboat on September 25, 2019, from 5:00 p.m. to 7:00 P.M.

Commissioner Corrigan seconded; the motion carried 2-0.

## **EN RE: FACILITIES / STEVE FAULKNER**

Jim Standish, Facilities Assistant Director; and Ariel Cohen, True North Consulting; were also present.

### **SECURITY ASSESSMENT PRESENTATION**

Mr. Faulkner stated the True North Consulting Group has visited with all County Departments to interview staff and assess the security of each department. Their focus was proactive security to address man-made threats.

Mr. Cohen presented his security assessment. He gave background on the True North Consulting Team. The Consultant's recommendations included ensuring that doors close and lock properly, physical hardening on exterior glass doors and windows, video surveillance system, intrusion system, access control system, panic control system, security officers stationed proactively, staff training, access procedures updated, visual aids, and annual training.

Commissioner Corrigan thanked Mr. Cohen for his work. He asked if Mr. Cohen had any anecdotal information on counties similar to Routt County (RC).

Mr. Cohen stated he would caution benchmarking studies on similar areas because it is not always the correct procedure for your county. True North Consulting characterized the risk among RC employees. They identified RC employees have hostile interactions at least once a month.

Commissioner Corrigan asked if there is a way of prioritizing which departments are most at threat.

Mr. Cohen stated in the report he included levels of priority for different risks. For example, physical access control for building interior risk included Human Services, Motor Vehicles, Clerk and Recorders, and Treasurer.

Commissioner Corrigan asked if it would be better to have Motor Vehicles and Human Services in separate buildings as opposed to one building.

Mr. Cohen stated Routt County is not alone in combining departments within the same building. Mr. Cohen continued that the question is how we can protect the whole building knowing the individual threats.

Commissioner Corrigan asked if he was correct in his calculations from the statistics presented that there are on average 7.5 government entity targeted incidents each year in the United States. The likelihood of Commissioner Corrigan winning the Powerball is higher than the likelihood of experiencing one of these incidents.

Mr. Cohen confirmed so. He noted that despite the likelihood, the consequences of being part of one of these incidents could be detrimental.

Commissioner Monger expressed concern for more information on how the Consulting Group came up with high risk for the County departments. The presentation stated the crime rates are low but identified situations of severity that have happened at other government entities. The public owns this building and Commissioner Monger is concerned about shutting down access to the public.

Commissioner Corrigan stated he believes True North's presentation included exactly what the Commissioners asked for.

Commissioner Monger stated the presentation covered a large scope of information but did not address the direct concerns he has. He would like to know the best way to address the Treasurer's Office and Human Services. He asked if every public office needs a protective

window screen. He added that he felt there were not enough details with consideration of cost to benefits.

Mr. Cohen stated the offices with the highest risk should have the protective window screens.

Commissioner Corrigan stated there were multiple examples from the presentation of security measures that would be easy to start implementing. He does share Commissioner Monger's concern for building walls between the government and its' citizens.

Mr. Cohen stated in assessing other government entities with higher crime rates than Routt County, the discussions did not immediately start with discussing the entities' methods of defense. The understanding is that there are no layers of security. If Routt County wants to maintain a culture of openness, they need to understand the current culture of the employees their selves.

#### **EN RE: COUNTY MANAGER / TOM SULLIVAN**

##### **SALARY APPROVAL**

Mr. Sullivan stated his request to hire Admin 6 Administrative Assistant to the Board of County Commissioners and County Management at step 5 on the pay scale. Mr. Sullivan gave background on the hiring process for this position and the reasoning behind hiring the chosen individual. He stated the chosen individual meets the requirements for step 5 on the pay scale for this position.

##### **MOTION**

Commissioner Monger moved to approve the appointment of Admin 6 Administrative Assistant to the Board of County Commissioners and County Management at step 5 on the pay scale with an increase to step 6 after a 6-month probationary period.

Commissioner Corrigan seconded; the motion carried 2-0.

#### **EN RE: SHERIFF / GARRETT WIGGINS**

Joseph Boyle, Deputy Sheriff, was present.

#### **CORRECTIONAL HEALTHCARE COMPANIES, LLC**

Mr. Boyle stated his request for approval and authorization for the Chair to sign the amended contract between Routt County Sheriff's Office and Correctional Healthcare Companies, LLC. This contract will allow a nurse to offer services to the inmates at the jail.

The Commissioners and Mr. Boyle discussed his request.

**MOTION**

Commissioner Monger moved to approve and authorize the Chair to sign the amended contract between Routt County Sheriff's Office and Wellpath, LLC.

Commissioner Corrigan seconded; the motion carried 2-0.

No further business coming before the Board, same adjourned sine die.

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Kim Bonner, Clerk and Recorder

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M. Elizabeth Melton, Chair

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Date