

**ARCHULETA COUNTY PROCEEDINGS
BOARD OF COUNTY COMMISSIONERS**

The Board of County Commissioners held a Regular Meeting November 19, 2019 noting County Commissioners Ronnie Maez, Steve Wadley and Alvin Schaaf, County Administrator Scott Wall, County Attorney Todd Weaver and Deputy County Clerk and Recorder Tomi Bliss present.

Chairman Maez called the meeting to order at 1:30 p.m. with the Pledge of Allegiance and a moment of silence.

Disclosures and/or Conflicts of Interest

Chairman Maez 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 purposes allowed and announced prior to voting. **Commissioner Wadley moved to amend the agenda by pulling Item D from New Business. Commissioner Schaaf seconded the motion and it carried unanimously.**

Public Comments

Chairman Maez stated he was opening the floor for public comments for those wanting to comment on items not on this agenda. Comments were asked to be held to 3 minutes for each person desiring to speak. No response from the Board would be given.

Chairman Maez recessed the Regular Meeting and convened the Liquor Board Hearings at 1:32 p.m.

Liquor Board

Chairman Maez swore in Brad Callender, Development Director for testimony.

A. Special Events Permit for The Humane Society of Pagosa Springs, Inc.

Brad Callender, Development Director, presented a request for a Special Events Permit for the Humane Society of Pagosa Springs, Inc. to sell malt, vinous, and spirituous liquor at the PLPOA Clubhouse located at 230 Port Ave. for a fundraiser on November 30, 2019. The Sheriff has been notified of this event. The proper fees were collected and the premises was posted for the required ten (10) days prior to the hearing.

Chairman Maez opened the floor for comments “In Favor of the Permit.”

Chairman Maez closed comments “In Favor of the Permit” and opened the floor for comments “Opposed to the Permit.”

Commissioner Schaaf moved to approve the Special Events Permit for the Humane Society of Pagosa Springs for their fundraiser on November 30, 2019 as presented. Commissioner Wadley seconded the motion and it carried unanimously.

B. Special Events Permit for Pagosa Lakes Property Owners Association

Brad Callender, Development Director, presented a request for a Special Events Permit for the Pagosa Lakes Property Owners Association (PLPOA), to sell malt, vinous, and spirituous liquor at the PLPOA Clubhouse located at 230 Port Ave. for a fundraiser on December 7, 2019. The Sheriff has been notified of this events. The proper fees were collected and the premises was posted for the required ten (10) days prior to the hearing.

Chairman Maez opened the floor for comments “In Favor of the Permit.”

Chairman Maez closed comments “In Favor of the Permit” and opened the floor for comments “Opposed to the Permit.”

Commissioner Wadley moved to approve the Special Events Permit for Pagosa Lakes Property Owners Association for their fundraiser on December 7, 2019 as presented. Commissioner Schaaf seconded the motion and it carried unanimously.

Chairman Maez adjourned the Liquor Board Hearing and reconvened the Regular Meeting at 1:34 p.m.

Consent Agenda

**A. Payroll Payable Warrants and Purchase Cards
November 6, 2019 – November 19, 2019**

Payable Warrants for dates of November 6, 2019-November 19, 2019		
General Fund Payable	199,580.44	
Road and Bridge Fund Payable	3,345.28	
Department of Human Services Fund Payable	19,950.07	
1A Fund	3,620.40	
All Combined Dispatch Fund Payable	15,840.61	
Conservation Trust	15,000.00	
Justice System Capital Fund	8,797.49	
Solid Waste Fund Payable	1,788.54	
Airport Fund Payable	852.67	
Fleet Fund Payable	19,855.04	
Total	288,630.54	
Payroll Warrants for dates of November 6, 2019-November 19, 2019		
General Fund Payroll	182,723.13	
Road and Bridge Fund Payroll	38,695.20	
Department of Human Services Fund Payroll	35,415.60	
All Combined Dispatch Fund Payroll	22,551.67	
Solid Waste Fund Payroll	9,052.81	
Airport Fund Payroll	4,454.13	
Fleet Fund Payroll	9,615.56	
Total	302,508.10	

Payable Wire Transfers for dates of November 6, 2019-November 19, 2019	
General Fund Payable	2,041.38
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	2,041.38

- B. Lisa and Timothy Vail Archuleta County Fair Board Appointments for a three year term
- C. Resolution 2019-121 Appointment of County Assessor, Natalie Woodruff, as the county’s representative on the Urban Renewal Authority board for a one-year term
- D. Resolution 2019-122 Amending the County Office Hours for December 2019

County Administrator Scott Wall read the Consent Agenda for the record. **Commissioner Schaaf moved to approve the consent agenda as presented. Commissioner Wadley seconded the motion and it carried unanimously.**

New Business

A. DOLA Energy Impact Funding Grant

Larry Walton, Finance Director, advised the County is seeking to supplement existing Justice System Capital funds in order to facilitate the construction of a new courthouse on existing property at Harman Park. Staff is seeking permission to apply to DOLA for an EIAF (Energy and Mineral Impact Assistance Fund) grant in DOLA’s current award cycle. The grant, if awarded, would cover 50% of the remaining courthouse design costs and other related professional services, and possibly construction oversight by the architect during the construction phase. The other 50% of the costs could be covered by the Justice System Fund, which has now (and will have in 2020) sufficient appropriated funds to cover this portion of the Courthouse project. Funding for the construction phase of the project is only partially identified at this time. A separate application (requesting \$2,500,000) has already been made to the Colorado Judicial Department, Underfunded Courthouse Facility commission. Staff intends to seek a second DOLA/EIAF grant for the maximum amount of \$1,000,000 in the next DOLA grant cycle should the first DOLA application and the Underfunded Courthouse application both be awarded. Mr. Walton expressed the grant application itself was long and complex, and is not currently completed. The grant is due to DOLA before the next scheduled BoCC meeting in December, and staff requested Chairman Maez be authorized to approve and sign the final application upon completion for submission before the deadline.

Commissioner Wadley moved to approve execution of the DOLA Energy Impact Funding Grant as presented. Commissioner Schaaf seconded the motion and it carried unanimously.

B. Purchase of LodgingRevs Software

Scott Wall, County Administrator, presented a request to purchase LodgingRevs Software, which is a Short-Term Vacation Rentals Compliance software to assist the county in tracking vacation rentals. **Commissioner Schaaf moved to approve the purchase of the LodgingRevs software at a cost not to exceed \$30,000 as presented. Commissioner Wadley seconded the motion and it carried unanimously.**

C. Appointment to Fill the Surveyor's Vacancy

Commissioner Wadley, advised the Board of County Commissioners are responsible for the appointment of an official to fill a vacancy of the unexpired term of an elected official. Three letters of interest were received for the vacant surveyor position and the three individuals were interviewed at a public meeting held on November 12, 2019. **Commissioner Wadley moved to appoint Ron A. Sutcliffe as Archuleta County Surveyor to fill the vacancy until a new surveyor is elected in November 2020 as presented. Commissioner Schaaf seconded the motion and it carried unanimously.**

D. Workman's Compensation Contract with Pinnacol Assurance Corporation

Item was pulled from the Agenda.

E. Resolution 2019-123 Extending the Deadline for Submitting Applications for Designation of Legal Lot Status

Todd Weaver, County Attorney, presented a resolution extending the deadline for submitting applications for Designation of Legal Lot Status. The deadline to submit an application was December 31, 2019. This resolution would extend the deadline. **Commissioner Schaaf moved to adopt Resolution 2019-123 with the change to five months rather than three extending the deadline for submitting applications for designation of legal lot status until May 31, 2020 as presented. Commissioner Wadley seconded the motion and it carried unanimously.**

Public Comments

Chairman Maez stated he was opening the floor for public comments for those wanting to comment on items not on this agenda. Comments were asked to be held to 3 minutes for each person desiring to speak. No response from the Board would be given.

Commissioner Comments

With no further business coming before the Board, the meeting was adjourned at 1:53 p.m.

Tomi Bliss
Deputy County Clerk & Recorder

Approved this 10th day of December, 2019.

Ronnie Maez, Chairman