

**Proceedings of the Dolores County Board of  
County Commissioners**

**June 30, 2020**

A regular meeting of the Board of County Commissioners was held in the Public Service Center in Dove Creek, Colorado on June 30, 2020. Present for the meeting were Chairperson Julie Kibel, Commissioner Steve Garchar and Commissioner Floyd Cook, Attorney Dennis Golbricht and Deputy Clerk to the Board Jody Gardner. County Administrator Margret Daves was absent.

The meeting began with everyone standing to recite the Pledge of Allegiance.

**Guests**

Emergency Manager Keith Keesling, Community Voice Ronda Lancaster, Senior Services Director Julie Bingham, Public Health Nurse Mary Randolph, Extension Secretary Oma Fleming, CSU Extension Agent Gus Westerman, Sheriff Don Wilson, DCTreas, Social Services Director Malynda Evans, HR and Finance Specialist Lenore Johnson, Mapping and Addressing Specialist Amber Fisher, Treasurer Janie Stiasny, Chamber of Commerce Representative Kendra Cook, Road and Bridge Supervisor Steve Davis, Deputy Assessor Takara Harrington, Clerk and Recorder Lana Hancock, Maintenance Supervisor Steven Stiasny, and other unidentified persons that vulgarly interjected.

**Agenda**

Commissioner Cook made a motion to accept the agenda with the addition of a Groundhog Road Watering Discussion and the signing of a Renewal Recording Software Contract for the Clerk's office. Commissioner Garchar seconded the motion. All three Commissioners voted in favor of the motion.

**Minutes**

Commissioner Cook made a motion to approve the regular BOCC minutes from June 15, 2020 with an amended change to the language concerning the fire ban. Commissioner Garchar seconded the motion. All three Commissioners voted in favor of the motion.

**Department Head Meeting**

**Assessor:** Berna Ernst was not present. Deputy Assessor Takara Harrington was in her place. There were two real property protests, however, the taxpayers did not visit the office to discuss the tax assessments. Notices of Determination will be sent out today in response to the protests. If necessary, the Board of Equalization may hear the protests in the future.

Tax deadlines were extended due to the COVID-19 Pandemic.

**Treasurer:** Janie Stiasny requested clarification on Colorado's SB-20-205 Healthy Families and Workplace Act. HR Specialist Lenore Johnson noted that the bill has yet to be signed by the Governor. A draft employee handbook policy change was sent to Attorney Golbricht for review if the bill does get signed.

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**Clerk and Recorder:** Lana Hancock reminded everyone that it is Primary Election Day!

A second electronic recording technology grant was received to assist with imagery.

The newly installed COVID screens are working well in the office.

**Maintenance:** Steven Stiasny has the new shed for the new Courtroom chairs set and is working on the steps.

The hands-free automatic dispensers were received and will soon be installed.

**Road & Bridge:** Steve Davis mentioned that the cattle guard installation near Groundhog that replaced an old damaged Forest Service one, was complete.

The Black Snag washed out road culvert was successfully replaced.

Obtaining firefighting clothing for the County Road crew that assists with fire responses was discussed.

Sheriff Wilson and Commissioner Kibel will look for a grant to purchase more clothing.

**Nurse:** Mary Randolph received a non-touch thermometer from Taiwan that will be useful for large group screenings.

Governor Polis' Protect your Neighbor framework is coming out today. Increased testing may be expected after the 4<sup>th</sup> of July celebration.

**Human Resources:** Lenore Johnson had nothing to share.

**EMS:** Keith Keesling said things are still changing daily on the State level with guidance recommendations and grant cycles.

Masks and hand sanitizer have been ordered in bulk.

**Extension:** CSU Extension Agent Gus Westerman is collecting data on winter wheat for approval as a forage crop.

There have been a lot of insects and site visits conducted.

The 4-H program is using virtual programming as much as possible with leaders and for meetings.

Activity based kits for the annual STEM camp will soon be available since the camp is not permitted this year.

Region 9 received \$10,000.00 from Community Voice.

**Sheriff:** Don Wilson said the newest deputy to the department started on his own this week, having completed Field Training Operations.

Recently acquired grant funds have provided officers with updated safety equipment.

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**Extension and Weed:** Secretary Oma Fleming has a busy weed district crew monitoring and spraying.

The Fair Board is trying to move forward with Jr. Rodeo's and possibly a County fair.

**Social Services:** Malynda Evans was excited to share that construction on the new Senior Services building project has started.

The Social Services staff is working in the office and implementing mask wearing and cleaning frequently.

The office staff is gearing up for increased applicants this fall.

**Senior Services:** Julie Bingham said rides are continuing to increase. The Kitchen is continuing to get new meal delivery requests and is providing upwards of 130 meals on meal day. A used vehicle was purchased to assist with the increased demands of the center.

Seniors are being allowed to use the walking path.

Senior Services has 2 vehicles down now, one with recall issues and 1 with needed repairs.

Work will soon begin on upgrading the vehicle barn through grant funds received.

Grant funds will also assist with the implementation of a new dispatch technology.

Ms. Bingham has also been busy working on CARES act funding requests.

**Addressing and Mapping:** Amber Fisher recently completed the installation of mile markers along the Disappointment Road and the Dolores/Norwood Road.

Ms. Fisher has been working on updating the ever-changing County address list.

Emergency response maps are being updated, provided and distributed to the Sheriff's Office, Fire Department and Ambulance Board.

High resolution pictometry came back and was unsatisfactory due shadows from the time of day the imagery was flown. Montezuma County and the Towns of Dove Creek and Rico are also displeased with the imagery.

**Special Projects Manager:** Margret Daves was not present.

**Attorney Golbricht:** was invited to participate in a law enforcement bill discussion in Durango by the La Plata County District Attorney.

**Commissioner Garchar:** discussed some recently attended and upcoming meetings with details concerning neighboring counties.

**Commissioner Cook:** shared that the construction of the Senior Services building is moving forward with electrical services beginning to be set today.

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**Commissioner Kibel:** discussed the second go round of cleaning at the Cabin Creek facility and the abundance of use the facility is receiving.

#### **Board of Health Violations Letter Approval**

Commissioner Kibel discussed the possibility of drafting a letter in response to a Dolores County Public Health Report regarding a Public Health Concern at two local retail food establishments where personnel were working directly with customers and did not have facial coverings per CDPHE recommendations due to the COVID-19 Pandemic. After discussion, it was agreed that the report itself addressed the violations and no letter need be written.

#### **Updated Fire Ban Standards Approval**

On June 16, 2020 per Sheriff Don Wilson the fire ban implemented on June 15, 2020 was revised to include the area east of the Dolores River. Concerns regarding conditions from Road and Bridge employees working east of the river led to a more thorough investigation. That coupled with the fire on the afternoon of June 15<sup>th</sup> near Cahone that flared from a lightning strike over the previous weekend also warranted the stepped-up county-wide restrictions.

Commissioner Cook made a motion ratifying the fire ban standards.

Commissioner Garchar seconded the motion.

All three Commissioners voted in favor of the motion.

#### **County Credit Card Policy Adoption**

HR and Payroll Specialist Lenore Johnson and Attorney Golbricht shared a previously drafted Credit Card Policy that put into writing the procedures the County has operated under in regards to credit card usage by employees and departments. Per the request of Commissioner Garchar the policy will be sent to Elected Officials and Department Heads for review and comment before being adopted. Adoption of the policy will be postponed until the next BOCC meeting.

#### **Tracking COVID-19 Monies Discussion**

The need for proper tracking of County monies used for costs associated with COVID-19 was discussed. Improper spending of funds received could potentially have to be paid back if the expenditure is not a COVID-19 approved expenditure. All COVID-19 associated expenditure receipts need to be sent to Emergency Manager Keesling for reimbursement tracking.

#### **County Permit Applications Order of Approval Discussion**

Due to recent findings of homes that did not file a driveway permit, septic permit or improvement notice or only filed one not all necessary permits, the need to implement a step by step procedure where a step has to be completed before the next can begin was discussed. Attorney Golbricht stated that a Code Enforcement Inspector/Officer would be necessary to fully implement and enforce procedures.

**New Business**

**Social Services IT Contract Approval:** Director Malynda Evans presented an agreement between the Dolores County Department of Social Services and Theresa Campbell for a scope of services for technical support for a period beginning July 1, 2020 through June 30, 2021.

Commissioner Kibel made a motion allowing the Social Services IT contract renewal.  
Commissioner Garchar seconded the motion.  
All three Commissioners voted in favor of the motion.

**Groundhog Road Watering Discussion:** Commissioner Garchar discussed a request from Groundhog Store Owner Bonnie Candelaria to assist with dust control near the Groundhog Store with the upcoming holiday weekend. As per previous years discussion; County wide mag chloride application is available for purchase in the spring. Speed limit signage has been installed in previous years to very little avail. After discussion it was decided that the cost to the County for a driver's overtime, a truck and application of water that would dry out quickly wasn't justified.

**Computerized System Purchase Agreement:** Clerk and Recorder Lana Hancock requested that the Computerized System Purchase Agreement between Saul's Creek Engineering, Inc and Dolores County be signed. The agreement was for the purchase of a proprietary software and computer hardware system known as **theCountyRecorder**. Maintenance, support and services will be provided to the County for a period of 18 months beginning on July 1, 2020. The agreement had previously been reviewed by Attorney Golbricht.

Commissioner Garchar made a motion approving signing of the contract.  
Commissioner Cook seconded the motion.  
All three Commissioners voted in favor of the motion.

**Old Business**

There was no old business.

**Executive Session**

There was no executive session.

**Public Comment**

There was no public comment.

Commissioner Kibel closed the meeting.

  
Deputy Clerk  
to the Board of County Commissioners

 Seal  
Chairman of the Board of County Commissioners

