AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

Agenda Item: Draft BOCC Minutes; 9/5/2017

Action Requested:

Parties to the Agreement:

Term Begins: **Term Ends:** **Grant Contract #:**

Summary:

Attached are the draft 9/5/17 meeting minutes for consideration.

Fiscal Impact:

Submitted by: Josh Ost **Submitter's Email Address:** jost@gunnisoncounty.org

Finance Review: ○ Required ◉ Not Required

Comments:

Reviewed by: Discharge Date:

County Attorney Review: ◉ Required ○ Not Required

Comments:
ok db 9/29/17

Reveiwed by: GUNCOUNTY1\dBaumgarten Discharge Date: 9/29/2017 Certificate of Insurance Required

Yes ○ No ◉

County Manager Review:

Comments:

Reveiwed by: GUNCOUNTY1\mbirnie Discharge Date: 9/29/2017

○ Consent Agenda ◉ Regular Agenda ○ Worksession Time Allotted: 1

Agenda Date: 10/3/2017

Revised April 2015

GUNNISON COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING MINUTES
September 5, 2017

The September 5, 2017 meeting was held in the Board of County Commissioners' meeting room located at 200 E. Virginia Avenue, Gunnison, Colorado. Present were:

Phil Chamberland, Chairperson
Jonathan Houck, Vice-Chairperson
John Messner, Commissioner

Matthew Birnie, County Manager
Josh Ost, Deputy County Clerk
Others Present as Listed in Text

CALL TO ORDER: Chairperson Chamberland called the meeting to order at 8:29 am.

AGENDA REVIEW: Chairperson Chamberland stated the executive session will be moved to 9:00am.

MINUTES APPROVAL: **Moved** by Commissioner Houck, seconded by Commissioner Messner to approve the 8/15/2017 regular meeting minutes as presented. Motion carried unanimously.

1. 8/15/2017 Regular Meeting

CONSENT AGENDA: Audience member David Leinsdorf asked for further discussion on item #13. **Moved** by Commissioner Houck, seconded by Commissioner Messner to approve the consent agenda except item #13. Motion carried unanimously.

1. Independent Fee Estimate Agreement; AECOM Technical Services, Inc.; Gunnison-Crested Butte Regional Airport Master Plan; $3,200
2. State of Colorado Department of Transportation, Colorado Aeronautical Board, Division of Aeronautics Grant Agreement with Gunnison County; Routing #17-HAV-ZL-00048; Thru 6/30/20; $37,362
3. Colorado Department of Local Affairs; Community Services Block Grant Application; Gunnison County Department of Health and Human Services; $56,091
4. Gunnison Valley Regional Housing Authority Occupancy and Resale Deed Restriction and Essential Housing Covenant; 29 Thomas Court, Crested Butte, Colorado
5. Intergovernmental Agreement; Nurse Home Visitor Program; County of Montrose; $63,323
6. Resolution; Adopting Gunnison County Treasurer and Public Trustee Records Retention Schedules
7. Second Amendment of Airport Facilities Lease and Rental Car Concession Agreement; Avis Rent A Car System, LLC.; Thru May 31, 2020
8. Second Amendment of Airport Facilities Lease and Rental Car Concession Agreement; MICAR, Inc.; Thru May 31, 2020
9. Amendment to Interagency Agreement; State Innovation Model Local Public Health Agency Grant Program; West Central Public Health Partnership Behavioral Health Project; Thru July 31, 2018; $9,560
10. Approved Task Order Contract; Routing # 18 FHLA 104029; Women, Infants, & Children Program; $58,429
11. Amendment #6; Contract # IOARE-1084-717; CoreSource, Inc.; January 1, 2017 to January 1, 2018
12. Grant Agreement; The Colorado Health Foundation; Grant ID#8811; August 15, 2017 through August 14, 2018; $34,858
13. **Pulled For Further Discussion**: Acknowledgement & Ratification of County Manager's Signature; Consent to Land Use Change Application Submittal; APT Brush Creek, LLC
14. Development Improvements Agreement; Keith Geffre; Paradise Campground; SW1/4 of Sec. 8, T. 12., R.89W., 6th P.M. Gunnison County, Colorado
15. License Agreement; Gunnison-Hinsdale Emergency Telephone Service Authority; Comstock Mountain, W Mountain and Rose Ridge Communication Sites
16. Approval for County Manager's Signature; Master Service Agreement; Mead & Hunt, Inc.; Gunnison-Crested Butte Regional Airport Terminal Area Planning Study; $166,593
17. Gunnison County Deputy County Attorney Employment Agreement; Matthew Hoyt; $128,090
18. Notice of Award; M-B Companies, Inc.; Gunnison-Crested Butte Regional Airport AIP Project No. 3-08-0030-053-2017; Acquisition of Snow Removal Equipment; $540,639
19. Approval for County Manager's Signature; Notice to Proceed; M-B Companies, Inc.; Gunnison-Crested Butte Regional Airport AIP Project No. 3-08-0030-053-2017; Acquisition of Snow Removal Equipment; $540,639
20. Approval for County Manager's Signature; Contract Agreement; M-B Companies, Inc.; Gunnison-Crested Butte Regional Airport AIP Project No. 3-08-0030-053-2017; Acquisition of Snow Removal Equipment; $540,639
21. Approval for County Manager's Signature; Payment Bond; M-B Companies, Inc.; Gunnison-Crested Butte Regional Airport AIP Project No. 3-08-0030-053-2017; Acquisition of Snow Removal Equipment; $540,639
22. Approval for County Manager's Signature; Performance Bond; M-B Companies, Inc.; Gunnison-Crested Butte Regional Airport AIP Project No. 3-08-0030-053-2017; Acquisition of Snow Removal Equipment; $540,639

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23. Approval for County Manager's Signature; Grant Contract; The Colorado Trust Health Equity Advocacy Network Strengthening Grant; Grant # 1708-3590; $10,000

Consent Agenda Item #13:
David Leinsdorf stated he did not believe free market housing is approved under the Memorandum of Agreement for the Brush Creek property. Mr. Leinsdorf stated he submitted Colorado Open Records Act requests but no amendments to the MOA were sent back to him that would allow free market housing. County Attorney David Baumgarten explained he did not have the agreement in front of him to know what exactly the MOA states. County Manager explained that Mr. Leinsdorf's question was not relevant to this item as the MOA states that all parties agree to the use of the property. CM Birnie stated that all parties agreed on the Gatesco proposal and allowing them to enter the land use change process and this item is allowing that action.
Moved by Commissioner Houck, seconded by Commissioner Messner to approve consent item #13. Motion carried unanimously

SCHEDULING: The Upcoming Meetings Schedule was discussed and updated.

1. Draft 2018 Board of County Commissioners Meeting Schedule
   Moved by Commissioner Houck, seconded by Commissioner Messner to approve the Draft 2018 Gunnison County Holiday Schedule. Motion carried unanimously.
2. Commissioner Messner stated he would like to request a special meeting to discuss an editorial response to the local newspapers regarding the Brush Creek property.
   Moved by Commissioner Messner, seconded by Commissioner Houck to call a special meeting of the Board of County Commissioners on September 6, 2017 at 8:45 am in the Board of County Commissioners Boardroom. Motion carried unanimously.

COUNTY MANAGER'S REPORTS: County Manager Matthew Birnie did not have anything to report.

DEPUTY COUNTY MANAGER'S REPORT AND PROJECT UPDATES: Deputy County Manager Marlene Crosby was present for discussion.

1. Environmental Services and Waste Disposal Agreement; Clean Harbors Environmental Services; Household Hazardous Waste Day, September 30, 2018; $15,000: DCM Crosby explained the agreement and what services would be provided. She stated the total cost will be dependent on the amount and composition of the waste received. **Moved** by Commissioner Houck, seconded by Commissioner Messner to approve the Environmental Services and Waste Disposal Agreement; Clean Harbors Environmental Services; Household Hazardous Waste Day, September 30, 2018; $15,000. Motion carried unanimously.
2. Approve Gravel Crushing Bid; Substratum Excavation & Western Gravel Constructors; $154,900: DCM Crosby stated that two companies will be awarded the bid. They have agreed to both taking the bid. **Moved** by Commissioner Messner, seconded by Commissioner Houck to approve the Gravel Crushing Bid; Substratum Excavation & Western Gravel Constructors; $154,900 and authorize the County Manager's signature on the contracts. Motion carried unanimously.
3. Grant of Perpetual Easement; Fred & Lisa Niederer; Lot 19, Riverwalk Estates: DCM Crosby explained why there is not a current easement and that it needs to be completed before the current owners finishes building. **Moved** by Commissioner Houck, seconded by Commissioner Messner to approve the Grant of Perpetual Easement; Fred & Lisa Niederer; Lot 19, Riverwalk Estates. Motion carried unanimously.
4. Forest Service Resource Advisory Council: DCM Crosby reported that the Forest Service has been seeking applicants for the council. Crosby reported that she has been appointed to the council effective August 10th.
5. Snow and Ice Conference: The conference will be this week at the fairgrounds and DCM Crosby extended an invitation to the conference
6. DCM Crosby reported that she had met with numerous groups on the Western State Colorado University campus regarding and extended parking lot above the stadium to enlarge parking for special events.
7. Recycling Center: The move to the new facility has not been going as well as planned. DCM Crosby explained some of the issues that are preventing the smooth transition. Next week promotion of the new site will go into effect.
8. Bridge at Hermits Hideaway in Marble: DCM Crosby explained the location of the bridge. She explained the construction of the bridge and that some concerns have been raised about the condition. While the bridge is not the County's property, she stated that if a hazard exists with the bridge the property owners need to know about it. She asked the Board for permission to have the bridge inspected using funds from her budget. The Board agreed that this was something that needed to be completed and gave DCM Crosby permission.

Executive Session; Pursuant to C.R.S. 24-6-402 (4)(b) – Pursuant to C.R.S. 24-6-402 (4)(b) – Conference with Attorney for the Board of County Commissioners for the Purposes of Receiving Legal Advice on Specific Legal Questions:
Moved by Commissioner Houck, seconded by Commissioner Messner to enter an executive session to Pursuant to C.R.S. 24-6-402 (4)(b) – Conference with Attorney for the Board of County Commissioners for the Purposes of Receiving Legal Advice on Specific Legal Questions. In attendance would be the Board of County Commissioners, County Attorney David Baumgarten, County Manager Matthew Birnie, and Outside

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Counsel Eric Ziporin via phone to take place within the County Attorney's Office Conference Room. Motion carried unanimously.
The board went into executive session at 9:05 am. *Executive sessions of the Board of County Commissioners are conducted as per C.R.S. 24-6-402(4). This specific session was conducted as per C.R.S. 24-6-402(4)(b).*

Attorney Statement Regarding Executive Session

Pursuant to C.R.S. 24-6-402(4), I attest that I am the Gunnison County Attorney, that I represent the Gunnison County Board of County Commissioners, that I attended all of the above referenced executive session, that all of the executive session was confined to the topic authorized for discussion pursuant to C.R.S. 24-6-402(4)(b) and that, because in my opinion all of the discussion during the executive session constituted a privileged attorney-client communication, no record of the executive session was required to be kept and no such record was kept.

Date: _____ _____

David Baumgarten
Gunnison County Attorney

Chairperson Statement Regarding Executive Session

Pursuant to C.R.S. 24-6-402(4), I attest that I am the Chairperson of the Gunnison County Board of Commissioners, that I attended all of the above referenced executive session, and that all of that executive session was confined to the topic authorized for discussion pursuant to C.R.S. 24-6-402(4)(b).

Date: _____ _____

Phil Chamberland, Chairperson
Gunnison County Board of Commissioners

Moved by Commissioner Houck, seconded by Commissioner Messner to come out of session. Motion carried unanimously**.** The Board came out of executive session at 9:29 am. Chairperson Chamberland confirmed that the discussion remained on-topic, that all parties stated to be in attendance were, in fact, in attendance and that no decisions were made.

Proposal Acceptance; US Imaging, Inc.; Fully Index Historical Records; $66,114.40:
County Clerk and Recorder Kathy Simillion was present for the discussion. She described the proposal and what would be indexed.
Moved by Commissioner Houck, seconded by Commissioner Messner to approve the Proposal; US Imaging, Inc.; Fully Index Historical Records; $66,114.40. Motion carried unanimously.

Proclamation; September 23, 2017 as Western Mountain Rescue Team Day in the County of Gunnison, Colorado:
Representatives from the Rescue team were present. They explained that the 50th anniversary of the team's founding is scheduled for September 23, 2017 at the I-Bar Ranch.
Moved by Commissioner Houck, seconded by Commissioner Messner to approve the Proclamation; September 23, 2017 as Western Mountain Rescue Team Day in the County of Gunnison, Colorado. Motion carried unanimously.

CCI 2017 Legislative Committee Member Appointment and RSVP for Legislative Committee Meeting October 13, 2017:
The Board discussed who they would like to appoint to the committee.
Moved by Commissioner Chamberland, seconded by Commissioner Messner to approve Commissioner Houck as the Gunnison County CCI 2017 Legislative Committee Member. Motion carried unanimously.

Forest Service Border Rock Project:
Commissioner Messner described the project to the Board. The project will consist of moving 200 2-3 foot rocks from the Forest Service rock quarry in Taylor Canyon to areas in Washington Gulch and Slate River with the possibly of the Lake Irwin area to discourage travel off of roads and border areas where travel is encouraged. Commissioner Messner stated that they would need to go out to bid for equipment at quarry and on site.
Moved by Commissioner Chamberland, seconded by Commissioner Messner to authorize up to $10,000 for this project and authorize County Manager to execute the documents necessary. Motion carried unanimously.

Correspondence; Letter of Support; Upper Gunnison River Water Conservancy's Proposal to National Fish and Wildlife Foundation Sagebrush Landscapes Program:
Tom Grant from the Upper Gunnison River Water Conservancy was present for the discussion. He described the program, what areas this program would cover as well as the partners involved in the process.

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Moved by Commissioner Houck, seconded by Commissioner Messner to approve the Letter of Support; Upper Gunnison River Water Conservancy's Proposal to National Fish and Wildlife Foundation Sagebrush Landscapes Program. Motion carried unanimously.

UNSCHEDULED CITIZENS: There were no Unscheduled Citizens present.

COMMISSIONER ITEMS:

Commissioner Houck:

1. Meeting with Hinsdale County: Commissioner Houck reported he will be attending the September 20th Hinsdale County Commissioners meeting to report on the Gunnison Public Lands Initiative.
2. County Coalition Meeting: This meeting was after the recent CCI meeting. The topics of the coalition meeting were discussed.
3. Signal Peak: The cooperating agency groups will be pulled together soon.

Commissioner Messner:

1. RTA Meeting: The meeting was last week. The buy down program was rolled out for Western State Colorado University for discounted air travel this winter. An email to students and parents at WSCU and a community roll out might be this week.
2. Methane Capture Working Group: An invite will be sent out this week for the working group. The idea is to try to meet later in September.
3. Energy Conference: Commissioner Messner stated he will be attending an energy conference on the 29th and 30th of September in Paonia.

Commissioner Chamberland:

1. Club 20: The committee chairs retreat was this past week. The retreat went well.

ADJOURN: **Moved** by Commissioner Houck, seconded by Commissioner Messner to adjourn the regular meeting. The meeting adjourned at 10:09 am.

_____
Phil Chamberland, Chairperson

_____
Jonathan Houck, Vice-Chairperson

_____
John Messner, Commissioner

Minutes Prepared By:

_____
Josh Ost, Deputy County Clerk

Attest:

_____
Kathy Simillion, County Clerk

GUNNISON COUNTY BOARD OF COMMISSIONERS TEXT INCLUSION INTO MINUTES

BOARD OF COUNTY COMMISSIONERS OF GUNNISON COUNTY, COLORADO

RESOLUTION NO. 2017-31

A RESOLUTION ADOPTING GUNNISON COUNTY TREASURER AND PUBLIC TRUSTEE RECORDS RETENTION SCHEDULES

WHEREAS, Gunnison County has established a uniform policy format and an adoption and periodic review process to promote consistency and uniformity throughout the organization; and

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WHEREAS, the last formal review of the Treasurer's Office and Public Trustee records retention schedules, as well as filing with the State Archivist's Office, was in 1990, and many technological and process improvements have been made since that date; and

WHEREAS, the attached Records Retention Schedule – Treasurer's Office (Exhibit A) and Records Retention Schedule – Public Trustee's Office (Exhibit B) were created to reflect Gunnison County's current practices, which conform to Colorado State Archival statutes and Accounting Best Practices.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Gunnison County, Colorado that:

1. The attached Records Retention Schedule – Treasurer's Office (Exhibit A) is adopted and all previous versions are immediately rescinded; and
2. The attached Records Retention Schedule – Public Trustee's Office (Exhibit B) is adopted and all previous versions are immediately rescinded.

INTRODUCED by Commissioner Houck, seconded by Commissioner Messner, and adopted this 5th day of September, 2017.

BOARD OF COUNTY COMMISSIONERS
OF GUNNISON COUNTY, COLORADO

Chamberland – yes; Houck – yes; Messner – yes.

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