

**Moffat County Board of County Commissioners  
221 W Victory Way Suite 130 Craig, CO 81625**

**May 22, 2017**

**In attendance**, Frank Moe, Chairman; Ray Beck, Vice Chair; Don Cook, Board Member; Lila Herod, Moffat County Clerk & Recorder; Roy Tipton; Rebecca Tyree; Lennie Gillam; Lois and Jay Wymore; Chris Oxley; Dan Miller; Lynnette Siedschlaw; Shauana Merrill; Sheriff KC Hume; Jeff Comstock

**Call to Order  
Pledge/Opening Prayer**

Beck made a motion to approve the agenda as presented. Cook seconded the motion. Motion carried 3-0.

**Consent Agenda:**

Cook made a motion to approve the consent agenda consisting of:

- a) Approved the minutes from May 16<sup>th</sup> and May 18<sup>th</sup> 2017.
- b) Approved the MOU for the Workforce Innovation and Opportunity Act.
- c) Approved the MOU for the Collaborative Management Program.

Beck seconded the motion. Motion carried 3-0. See attached.

**Public Comments, General Discussion & BOCC Reports:**

Beck reviewed the criteria for the Yampa Valley Regional Airport Board. Chris Nichols submitted a letter of interest to serve on this Board.

Beck made a motion to appoint Chris Nichols as the City/County representative to the Yampa Valley Regional Airport Board, as the County Representative. Cook seconded the motion. Motion carried 3-0. See attached.

**County Clerk- Lila Herod  
Chamber of Commerce- Chris Oxley**

Oxley requested a special events liquor license for the Beer Garden at Loudy Simpson Park, during the Whittle the Wood Rendezvous, on June 16 and 17<sup>th</sup>.

Herod reviewed the special events liquor license. The application is complete with associated documentation. The premises will be licensed June 16<sup>th</sup> from 9:00 am to 10:00 pm and June 17<sup>th</sup> from 9:00 am to 11:00 pm. Fees of \$200.00 are attached.

Cook made a motion to approve the special events liquor license for the Craig Chamber of Commerce June 16-17, 2017 at Loudy Simpson Park. Beck seconded the motion. Motion carried 3-0. See attachments.

General discussion was held among the Board:

- ✓ The Commissioners all discussed the City County Cleanup Days and thanked all of the volunteers and employees who helped with this event. There was a good turnout and lots of work done. The Hospital provided breakfast and JW Snacks provided the snacks.
- ✓ Beck discussed President Trump's speech in Saudi Arabia. Beck is encouraged by his words and the future of our Country. Beck also announced the Commissioners will be out of town this week. Moe will participate in Broadband meetings, Cook will be in Oregon at the WIR Conference and Beck and Comstock will attend the Club 20 Conference in Washington DC.
- ✓ Cook reported he and Jeff Comstock attended the Cameo Shooting and Education Complex inauguration. The Governor spoke as well as the Director of Natural Resources, Bob Randall and Colorado Parks and Wildlife Director, Bob Broscheid. Cook also reported that he will attend the WIR Conference with the Garfield and Rio Blanco County Commissioners.
- ✓ Moe gave an update on the Priority Base Budget workshop. He reported the Maybell Fire Department has taken delivery of their new truck. Moe also discussed the Mountain Connect Broadband meeting, which he will attend this week.
- ✓ Lois Wymore gave a report from CNCC. Work on the dorm process is still underway. Interviews are being held for the Women's Soccer Coach. Herod also announced that Stacy Morgan's (county employee) daughter, Sarye Morgan signed with the Spartans, CNCC women's soccer team.

## Staff Reports:

### Human Resources- Lynnette Siedschlaw

Siedschlaw reviewed a resolution to rescind the hiring freeze policy. The Commissioners have been working on reducing budget costs, but the hiring freeze has not been successful because some positions are critical and need to be replaced once they become vacant. Instead, a new personnel requisition policy will be adopted:

1. Once a position becomes vacant a personnel requisition will be forwarded to Human Resources. The weekly deadline to submit requisitions will be 5:00 pm on Wednesdays.
2. Human Resources will schedule a workshop with Elected Officials and Department Heads to justify the position.
3. The BOCC will review the position prior to submitting it to the BOCC agenda, where it will be formally approved, modified or denied.

Cook made a motion to table the Resolution regarding the Hiring Freeze, in order to review the process further. Beck seconded the motion. Motion carried 3-0. See attached.

Personnel requisitions were reviewed for two temporary grounds and maintenance workers, and the Sheriff's Office Detention Deputy and Court Security Officer.

Grounds and Facilities requested two temporary positions for summer help at Loudy Simpson and Sherman Youth Camp. One position is budgeted and the other position will be funded from Conservation Trust Funds. The temporary positions will be hired through Flint Personnel.

Discussion was held regarding these positions, and the potential that Sherman Camp fees could be reimbursed to the position. This is an approval for 2017 only.

Moe indicated that approval of any positions will be for this budget year only and may not be rehired in 2018. These decisions will be made on the Priority Base Budget process and funding priorities.

Gillam discussed the essential duties of the temporary positions.

Cook made a motion to approve the personnel requisition for the Ground Laborer position that is funded by the Conservation Trust Funds. Beck seconded the motion. Motion carried see attached.

Beck made a motion to table the other position until May 30<sup>th</sup>. Cook seconded the motion. Motion carried 3-0.

The Sheriff has a vacancy for a full-time Detention Deputy and also for a part-time Court Security Officer. Both positions are existing budgeted positions.

The Sheriff would like to promote from within, which creates the vacancy for the part-time Court Security Officer.

The Court Security Officer is grant funded from the State Court Security funds. Sheriff Hume stated the Detention Deputy is a critical position and even though the Court Security position is not mandated it is also equally important. The Court Security program was initiated to provide small rural counties with security personnel.

Moe again indicated his concern is that the 2018 budget has not been set and although the positions are currently in the 2017 budget, there would be no guarantee the 2018 budget could support the personnel requests.

Beck made a motion to approve the personnel requisitions for a full-time Detention Deputy and for the part time Court Security Deputy. Cook seconded the motion. Motion carried 3-0. See attached.

There was discussion that data supports the construction of a single point of entry for the Courthouse and this would provide a greater level of security to all offices within the Courthouse.

**Adjournment:**

Moe adjourned the meeting at 9:25 a.m.

**Meeting Adjourned**

Submitted by: Lila Herod, County Clerk and Recorder

Approved by: *John Arnold*

*Don Wolf*

*Fay Beck*

Approved on: May 30, 2017

Attest by: Lila Herod

