

Saguache County Board of Commissioners met in regular session  
Tuesday, May 20, 2008 with the following present:

Sam Pace, Chairman  
Linda Joseph, Vice Chairman  
Mike Spearman, Commissioner  
Ben Gibbons, County Attorney  
Wendi Maez, Co-Administrator  
Lyn Zimmer, Co-Administrator  
Melinda Myers, Secretary and Clerk to the Board

Meeting called to order by Chairman Pace at 9:09 A.M.

Under Additions or Deletions to the Agenda:

1. Executive Session on library issues.

**Joseph moved to approve the agenda as amended. Spearman seconded the motion. The vote was three Ayes.**

**Spearman moved to enter into Executive Session at 9:14 A. M. for legal purposes under CRS 24-6-402 (4)(b). Joseph seconded the motion. The vote was three Ayes.**

**Spearman moved to return to regular session at 9:25 A. M. Joseph seconded the motion. The vote was three Ayes.**

Reading and approval of minutes:

**Joseph moved to approve the minutes of May 13, 2008 as amended. Spearman seconded motion. The vote was three ayes.**

Review of Mail:

1. Colorado Conservator Spring 2008 newspaper (5/13/08)
2. National Association of Counties Memorandum for 2008 Annual Conference to be held on July 11-15<sup>th</sup> 2008. To Vote for the 2<sup>nd</sup> Vice President in Jackson County, MO. (5/13/08)

3. USDA Forest Service asked for public comments on the proposed Travel Management Rule Amendment #7. Based on review of public comment they have decided to drop this project from further consideration. (5/15/08)
4. Watershed Stakeholder Input Session on Thursday, May 29<sup>th</sup> 2008 from 10-2pm at Inn of the Rio Grande Alamosa. (5/15/08)
5. Fred Bauder sent a letter in opposition to the Title 3 funding request by the Annexation Task Force. (5/16/08)
6. SLV Cattlemen's Association Board of Directors sent a letter to voice their support for exploratory oil and gas drilling in the San Luis Valley. (5/16/08)
7. National Court Collections Conference for improving court collections and to increase state revenues. Register by 8/22/08. (5/19/08)
8. US Department of the Interior Land Management thanking you for your letter regarding Renewable Energy. (5/19/08)
9. US Department of the Interior Fish & Wildlife Service Register Notice announcing the status review for the Rio Grande Cutthroat Trout. (5/19/08)

**Introduction of Guests:** Ralph Abrams – Mayor of Crestone; Akia Tanara – Town Clerk of Crestone; John Loll – President of BGPO; Fred Bauder – citizen of Crestone; Warren Stephen – Crestone Annexation Task Force; Cindy & Randy Mayor; Mike Rust; Randy Arredondo – R & B; Donna Newsom & Brenda Helmish – SCPH; Chella Colman – Saguache Housing Authority and Patricia Gavelda - Regional Field Manager – DOLA – Division of Emergency Management.

**Commissioners' Reports-Updates of Meetings:**

**Sam Pace** reported:

- May 13 – attended a tour with BLM/USFS to Big Springs Picnic Grounds and Storm King Campground.
- Attended a meeting at the White Eagle Village on the Baca Mountain Tract.
- May 18 - Attended the Shumei open house and the Paul Winter concert
- May 15 – attended the Center Election Trial at the Courthouse.

**Linda Joseph** reported:

- May 13 – attended a tour with BLM/USFS to Big Springs Picnic Grounds and Storm King Campground.
- May 14 - Participated via teleconference along with several other members of the SEMTAC (State Emergency Medical & Trauma Advisory Council) to review 34 grant applications (out of 110 total) from Emergency Services Providers around the state. Three other groups of reviewers scored the rest over the course of two days. The applications I reviewed were for EMS equipment, data collection, or communications, and were rated on criteria in score sheets as a basis for comparison. Applicants had the opportunity to appear in Denver, or call in to the teleconference to answer reviewer's questions. Apart from some audio problems

that made discussion difficult, the most challenging aspect of understanding applications was consistently with regard to finances/accounting, most particularly for those EMS Providers that are one Dept. within a larger institution with many other Depts. These are similar to the difficulties Nursing and Admin are experiencing. The EMS Providers need to track and report finances in certain ways for grants, that don't integrate smoothly into the accounting software of the larger institution.

- Led a Library fundraising meeting with Penny Bruce-Library, Kate Vasha-Friends of the Library, and Kim Smoyer-ScSEED. Penny and Kate will develop a working draft of the "Common Grant Application" - a form adopted by a larger number of granting organizations. Kim will do a more refined round of research to narrow the 19 pages of possible funders she previously developed. She will create a form for prioritizing and tracking fundraising activities of the Library.
- May 15 - Attended the SLV RETAC (Regional Emergency & Trauma Advisory Council) meeting in Monte Vista. There was a presentation by Sean Caffrey of SEMTAC, who will be leading the Team conducting the Needs Assessment. There was a resolution passed to sign the contract and move forward with all SLV Counties participating. Our SLV RETAC received Sean's commendations, noting that it is known for the high level of active participation of our EMS personnel.
- May 18 - Attended the Saguache County Museum dedication of the Virginia Sutherland room. Virginia was honored for her 50 years as Chair of the Museum, with many in the audience sharing stories and thanks for what her work has meant to the community.
- May 19 - Attended the SLV Commissioner's meeting in Alamosa. The main agenda items:
  - - San Luis Valley Transit Program – amended contract and the RFP will be sent to County Attorneys, and
  - Regionalization of CSBG grant procedures, with a DOLA grant, which will fund a management position to oversee the grants, to be located in Conejos County.

**Mike Spearman** reported:

- May 13 – attended a tour with BLM/USFS to Big Springs Picnic grounds and Storm King Campground. Forest service wants to scale back on funding for these amenities. Wants the County to send a letter to propose entering into partnership with USFS to keep them open.
- May 18 - Attended the dedication of the new museum room for Virginia Sutherland

- May 19 – attended the DRG meeting – report on how the Transit Authority is coming along. Target industry study is still in progress. The Excel gas line to Center has been revitalized and the DOLA money is still there. May 28 will be the dedication for the Sun station. May 29 there will be an announcement on the Valley Power Authority.
- Attended the All Hazards meeting. Discovered that the Valley Hazmat Board is a separate entity from the All Hazards and Spearman asked to bring in the Hazmat squad to demonstrate for the community and NSCFD.

**Lynn Zimmer and Wendi Maez - CO-Administrators:**

**Pace moved to approve the funding of \$5,000 of Title III funds for the Annexation study. Joseph seconded the motion. The vote was two Ayes and one Nay.**

- Title III Annexation Task Force funding request. Received a letter from Ralph Abrams, Major of Crestone to request Title III funds. Pace feels that the organization of the local governance will have a great influence on the policies affecting the Public Lands which surround this gateway community. Some of these issues include protection of water sheds, fire mitigation and infrastructure. Spearman commented that the proposal seems like a stretch to fit in the guidelines of the grant funds, and that it appears to be an effort to organize as a home rule municipality. Joseph commented that the County has been working to form partnerships with the Public Lands agencies and that it would be a benefit to have one municipal entity that can interface with these agencies. The proposed study would provide the necessary information to understand what annexation and/or home rule would mean in terms of jurisdiction, planning and the roles of the municipality(ies), County and Federal agencies. John Loll stated that the BGPOA want to get the facts on the issue before ruling on the annexation and that they are willing to put up some funds. \$5,000 from the County would provide the needed match to the funds pledged by DOLA.
- Received an email from Susan Vogel who wants to set up a dental hygienist at the clinic. Dr. Arnett is favorable to the idea. Administration will set it up for her to come and visit the facilities. The clinic is writing a grant for a Physician Assistant.
- Department head & elected official meeting is scheduled for June 30<sup>th</sup>.

**Joseph moved to approve the acquisition of a County purchasing card. Spearman seconded the motion. The vote was three Ayes.**

- UMB Purchasing card update from dept head & elected official meeting on May 14<sup>th</sup>.
- The Co-administrators attended an administrator and city manager meeting in Alamosa on Monday, May 19<sup>th</sup>.
- The Center Library sent a request for the contract billing for \$25,000 however budget is at \$22,000. The Board approved funding them at the budgeted amount and requested that they come in during budget meetings to set their budget for next year. If the difference was for programs for youth or seniors, the Center Library could apply for a Sales Tax Grant, or other grants/
- Pete Garcia has contacted Vendola Plumbing and they will be here next week to inspect the heating in the Courthouse and the Annex Building.
- The sales tax grant money for \$1,000, which is earmarked for the Economic Vitality Task Force will go through Land Use. ScSEED will apply for and manage other grants that require a 501(c)(3) applicant.

Break

**Wendi Maez - Land Use Administrator:**

- Peter Grover who has been issued a Conditional Use Permit has put a sign at the curve on Rd. T. Randy Arredondo and Maez have asked him several times to please move the sign to the east by several feet so it is not right on the curve and he has not moved the sign. Attorney Gibbons will draft a letter to Mr. Grover to comply with the request or have his Conditional Use permit revoked.

**Spearman moved to set the date for the Oil & Gas public hearing for June 24 subject to the schedule of the COCGG hearings in Denver. Joseph seconded the motion. The vote was three Ayes.**

- The date for the Oil & Gas regulations Public Hearing will tentatively be June 24.
- The CBPC has recommended approval of the requested changes to the Land Development Code for an alternate member for the Town of Crestone. The most efficient thing would be to do one Public Hearing for the O&G regulations, the Temporary Living Quarters and the CBPC changes. Although approval for the policy change for the Town of Crestone Planning Commission alternate now and we could appoint that person until the regulations are approved.
- Lot Consolidation requests

**Spearman moved to approve the Lot Consolidation request for Kimberly D Krohmer and Christopher S Jones for Lots 883 and 884, Baca Grande Chalet Unit One. Joseph seconded the motion. The vote was three Ayes.**

Kimberly D. Krohmer and Christopher S. Jones Lot Consolidation request for Lots 883 and 884, Baca Grande Chalet Unit One. The CBPC recommended approval of this request at their regular meeting on May 14, 2008.

**Spearman moved to approve the Lot Consolidation request for David S. Miller and**

**Alicia Mason-Miller for Lots 481 and 482, Baca Grande Grants Unit One. Joseph seconded the motion. The vote was three Ayes.**

David S. Miller and Alicia Mason-Miller, Lot Consolidation request for Lots 481 and 482, Baca Grande Grants Unit One. The CBPC recommended approval of this request at their regular meeting on May 14, 2008.

**Spearman moved to approve the Lot Consolidation request for Adrian N. and Lynn M. Drake, Lot Consolidation request for Lots 3385, 3692 and 3693, Baca Grande Chalet Unit Two. Joseph seconded the motion. The vote was three Ayes.**

Adrian N. and Lynn M. Drake, Lot Consolidation request for Lots 3385, 3692 and 3693, Baca Grande Chalet Unit Two. The CBPC recommended approval of this request at their regular meeting on May 14, 2008.

**Spearman moved to approve the Lot Consolidation request for Jay Puckey, Lot Consolidation request for Lots 4280, 4281, 4282 and 4283, Baca Grande Chalet Unit Two. Joseph seconded the motion. The vote was three Ayes.**

Jay Puckey, Lot Consolidation request for Lots 4280, 4281, 4282 and 4283, Baca Grande Chalet Unit Two. The CBPC recommended approval of this request at their regular meeting on May 14, 2008.

**Spearman moved to approve the Lot Consolidation request for Kimberly Faith Hornsby, Carol Ann Haroutunian and Debra Ann Froehlich, Lot Consolidation request for Lots 318 and 319, Baca Grande Grants Unit One. Joseph seconded the motion. The vote was three Ayes.**

Kimberly Faith Hornsby, Carol Ann Haroutunian and Debra Ann Froehlich, Lot Consolidation request for Lots 318 and 319, Baca Grande Grants Unit One. The CBPC recommended approval of this request at their regular meeting on May 14, 2008.

**Spearman moved to approve the Lot Consolidation request for Allene D. Evans and Tom Herod Jr., Lot Consolidation request for Lots 4138, 4139 and 4140, Baca Grande Grants Unit One. Joseph seconded the motion. The vote was three Ayes.**

Allene D. Evans and Tom Herod Jr., Lot Consolidation request for Lots 4138, 4139 and 4140, Baca Grande Grants Unit One. The CBPC recommended approval of this request at their regular meeting on May 14, 2008.

**Ben Gibbons** – Attorney report:

- Collated the input from the elected officials and department heads on courthouse communications.
- COGCC Oil and Gas regulation update. The hearing schedule will be determined soon. The hearings will be web cast so they could be followed online.

**Spearman moved to enter into Executive Session at 11:40 A. M. for legal purposes under CRS 24-6-402 (4)(b). Joseph seconded the motion. The vote was three Ayes.**

**Spearman moved to return to regular session at 11:52 A. M. Joseph seconded the motion. The vote was three Ayes.**

**Mike Norris** – Sheriff

- Courthouse Security grant is being implemented. The cameras have been ordered and half of the payment needs to be paid upfront.
- The Town of Crestone has proposed a contract with the County Sheriff Office to have ordinance violations into the municipal court instead of the County Court. Attorney Gibbons will review and report back to Norris.
- The kitchen facilities in the jail are inspected every year and some issues have been brought to our attention that would require remodeling and new commercial grade equipment.

Jail Tour

Adjourned for lunch at 12:11 P.M.

Meeting reconvened at 1:03 P.M.

**Randal Arredondo** – Supervisor Road & Bridge and Land fill report:

- Residents of Ewing Ranch IV came into request that BLM Road 5300 be taken over by the County. The BLM asked the residents to form a property owners association to maintain the roads, but the residents maintain that they should not have to pay for the road when it is used by the public to access the BLM lands.
- Spoke to CDOT about Hwy 114 and when they finish reviewing the situation on Hazmat transportation they will contact the county.
- Survey plat for the National Park access road was presented for review, which the

USPS and the BOCC have both approved. Arredondo will contact Davis Engineering and have them complete the survey of the road.

- Brought in bill for Jim Earing which he is refusing to pay after he had requested snow removal. Attorney Gibbons will try to collect.
- Toured the Hollenbeck access and has made sure that the County road was unlocked.
- Would like to get a DTR radio for R&B for emergencies – either from Kimberly Bryant OEM or Donna Newsom at Public Health.

**Donna Newsom - Nursing Director**

- SCPH appreciates the trust that has been placed in us regarding the recent sales tax grant(s). As we begin our planning for the fitness facilities we will be keeping you aware of our progress. We are excited to begin offering these services to our citizens.
- Newsom and Jeannie Norris just completed the PIO training offered through ESPIOC. This is Colorado's official organization for Public Information Officer's in Colorado. It was excellent and I believe Ms. Norris will be a professional asset as Public Health PIO. Saguache County received a scholarship for this conference.
- CDPHE has informed us that we will receive funding for West Nile education for 2009. The amount is \$1,000.00. We will begin our public information campaign during June.
- The PCP Agency received notice this week that we are in full compliance with Medicaid regulations as of the recent audit conducted on May 6, 2008. The staff has worked diligently to keep the agency in audit mode. We have recently instituted a coordinator system whereby all client/provider calls come into a central call center. There is one person (coordinator) assigned to answer the calls and log them. The follow up as well as informing the supervisor is also in this job description. The documentation is of paramount importance and the system supports this. We continue to have 110 clients. I have scheduled an assistant to attend basic Medicaid billing in June. This will assure cross training in this department. The CPR training of staff is scheduled for June 6. It is our goal to have all staff CPR certified this year. We will begin offering this valuable class to County personnel and then the community in August.
- The Food Bank is doing well. Nancy Jo Armenta has served 37 county residents during April. The total number of men = 9, women =10 and children =18. The estimated value of food distributed was \$777.00. The State food distribution center from Denver will be here on May 20, for an on site visit. The Care and Share program will do an audit on May 30.
- CDPHE will be in our office on June 10 to train our immunization employees on new regulations. This will include the Center and Saguache offices.
- Saguache County was the host for the SLV Regional Nurses meeting on May 9. The meeting agenda included information about the new Public Health legislation. In the afternoon we were given an update of Tuberculosis regulations from the new coordinator at CDPHE.

- The appraisal has been completed on the property at 505 Third Street. (See attached).
- The STEPP grant renewal was delivered to CDPHE on May 15. We have received notice that it has been approved but do not have the final amount. We will be focusing on policy work during the next cycle. Saguache County has been working with LSTPEN in development of the policies for the State of Colorado addressing the disparate populations. The CPP (ADAD) grant renewal is due on July 15th. The Brain development training held in Center and Saguache were well attended. This training along with the Communities that Care training has assisted the coalition in understanding the need for the Healthy Kids Colorado surveys. The Crestone Charter School has agreed to administer the surveys this fall. This completes our objective of having this done in all schools in the county. The coalition is now splitting into workgroups to study and compile data from the surveys just completed. Leroy Torrez has committed to sending an officer to the TIPS training in June. This training is specifically for law enforcement and trains them to teach waiters, bar owners, restaurants and liquor storeowners how to conduct compliance checks.
- Epidemiology Report: from the Director in Alamosa shows that they continue to have some cases of salmonella. CDPHE believes these to be person to person exposure. The water has tested clear. Saguache County has had no reports of infectious disease during April. We are starting into the high months for reports of HPS (hanta virus). We will be posting health alerts in the newspapers and other media.
- A notice to veterinarians has gone out in the SLV reporting an increase in rabies in skunks. There have been three confirmed cases in counties in eastern Colorado. The concern from CDPHE is the increased risk for spill over into domestic pets and livestock. We are reminding people to have their animals' vaccinations up to date.
- CDPHE is investigating a possible outbreak of brucellosis among sheepshearers in Colorado. This has been reported from Mesa County. Symptoms include high fever (103) sweats, fatigue, anorexia, diarrhea, vomiting, abdominal pain and headaches.

**Spearman moved to enter into Executive Session at 2:23 P. M. for legal purposes under CRS 24-6-402 (4)(b). Joseph seconded the motion. The vote was three Ayes. Spearman moved to return to regular session at 2:43 P. M. Joseph seconded the motion. The vote was three Ayes.**

**Penny Bruce - Library Administrator**

- **Programs** - There was finally one Thursday morning when the weather was nice enough for the Headstart kids to come to the library for story hour, and the sunflower and bean seeds are planted in the children's garden. This proves to be a good way to remind them to come back to the library this summer for our reading program. Have also been promoting Summer Reading (our theme this year is

“Grow to Love Reading”) by handing out sign-up sheets to all the elementary grade schoolers and by putting up posters around town. Will be following up with a presentation at the grade school’s Awards Ceremony on the last day of school as well as publishing several articles in the Crescent.

We’ve been gratified to receive feed-back from at least three high school students and our Teen Book Club will be starting up on the same day that we start the program for younger kids, June 5. We’ve been reading reviews and sampling a few books for teens through inter-library loans, but have not yet chosen the first book to read.

The Book Club for adults held its monthly meeting at the library on May 10 and chose our books and meeting times for the next three months, which will be publicized in the newspapers this week.

- **Fund-raising** - The staff would like to express our gratitude for approving the library’s proposal for the Sales Tax Revenue grant. It’s very empowering and inspiring to have your support in planning and executing the many good ideas we have for improving our library’s public service. Our letter of commitment of matching funds has gone out to the Gates foundation and we’re waiting to hear from them.

An ad hoc committee to study further grant sources was held on May 14, with Linda Joseph, Kim Smoyer, Kate Vasha, and Penny Bruce in attendance. Plans were made to consolidate and organize our grant-writing efforts, with the goal of creating a plan for future fund-raising by having a reference document with all the information needed about the grant possibilities that exist, their deadlines and requirements. Kate and Penny will be meeting next week to further this process.

- **Friends of the Library** - Another meeting of the Friends was held on May 10 and our plans for Memorial Day were finalized. We plan to have a booth in the park to promote the library and recruit new members and we’ll be selling home-made bread and tortillas, bedding plants and book bags. The library will also be open for our Never-Ending Used Book Sale.

Break

**Chella Coleman** - Housing Director

**Pace moved to convene as the Housing Board at 2:50 P.M. Joseph seconded. The vote was two Ayes.**

**Pace moved to adjourn the Housing Board and return to regular meeting at 3:14 P.M.**

**Joseph seconded. The vote was two Ayes.**

**Kimberly Bryant – OEM:**

- Will look into writing three DTR radios for Road and Bridge and Coroner’s office into her next emergency grant.
- Has assembled instruction notebooks for each NIMS position for reference during an emergency. They will be in the sheriff’s office in the emergency command center.
- The Board asked Bryant to set up a demonstration with the Valley Hazmat squad and the county emergency personnel.

**Patricia L. Gavelda - Regional Field Manager - DOLA – Division of Emergency Management:**

- Presented an award plaque to Lyn Zimmer to honor the late Larry Zimmer – former Saguache County Emergency Manager for excellence.
- Handed out the Colorado Emergency Procedures Handbook for Local Governments. Talked about the chain of notification and protocols in an emergency. There is never enough planning – something is always different than the scenarios.
- Will be sending a trainer to give the Board NIMS 401 for elected officials, which takes the place of 100, 200 and 300 courses, which are geared to EMA responders.
- In the event of a disaster, there needs to be financial limit for the initial needs, (food, water and facilities) and the protocols of how those funds are accessed. The Board set the limit of \$5,000 of discretionary spending.
- Mutual Aid with BLM/USFS would begin when a fire is within one mile of public land.
- The Front Range crisis relocation plan formerly would send evacuees to the San Luis Valley, but this plan has changed for them to go east out onto the plains.
- Has a list of bullet points on steps in disaster planning which she will send to Bryant.

**Melinda Myers - Clerk:**

**Spearman moved to approve the Tomichi Creek Liquor License renewal. Joseph seconded the motion. The vote was three Ayes.**

- Tomichi Creek Liquor License renewal

Bill paying

**Spearman moved to adjourn at 4:45 P.M. Joseph seconded. The vote was three**

Ayes.

Respectfully Submitted  
Melinda Myers Secretary to the Board of County Commissioners

Minutes Approved June 3, 2008

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Chairman of the Board

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Attest

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Commissioner

\_\_\_\_\_  
Commissioner