



**ELBERT COUNTY, COLORADO
BOARD OF COUNTY COMMISSIONERS MEETING MINUTES**

Regular Meeting Held in BOCC Meeting Room
May 23rd, 2018 at 9:00 AM

WE VALUE

- *Honesty, integrity and respect for the rights of all individuals*
- *Quality service to all*
- *Respect for our culture and history*
- *Clear communication and transparency*
- *Efficiency & fiscal responsibility*
- *Recognition of employee and citizen contributions*
- *Partnerships and collaborations*
- *Planning for the future*
- *Cooperative leadership and professional development*

VISION: Elbert County is recognized by our citizens and employees as the best place to live, work, and conduct business in Colorado; led in a responsive, effective, transparent, and professional manner.

A. CALL TO ORDER AND ROLL CALL:

Commissioner Thayer – Here, Commissioner Richardson – Here, Commissioner Willcox - Here

B. INVOCATION/PLEDGE OF ALLEGIANCE: Pastor Brian Janes, Majestic View Church

C. APPROVAL OF AGENDA

Motion: Approval of Agenda as presented

	Moved	2nd	Comments
Richardson	x		
Thayer		x	
Willcox			
	AYE	NAY	
Richardson	x		
Thayer	x		
Willcox	x		

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D. CONSENT AGENDA:

1. Approval of Vouchers/Mylars as needed
2. Acknowledgement of Monthly Variance Reports
3. Liquor License Renewal for Wal-Mart
4. Kiowa Fire IGA for Impact Fee Collection

Motion: Approval of Consent Agenda as presented

	Moved	2nd	Comments
Richardson		x	
Thayer	x		
Willcox			
	AYE	NAY	
Richardson	x		
Thayer	x		
Willcox	x		

E. ELECTED OFFICIALS/DEPARTMENT HEADS/STAFF REPORTS

OUR MISSION: Provide essential statutory services and supportive infrastructure to our citizens in a professional, respectful, cost-effective manner while creating a working environment that supports their endeavors, western lifestyle and rights as individuals.

- a. Sam Albrecht, County Manager, recognized Douglas Chimenti and John Sampsel, two army veterans who have volunteered their services to the County through the Veterans Local Government Management Fellowship Program. Both served the County, starting in January this year and worked through March. Douglas Chimenti worked on a number of issues to include strategic planning, and John Sampsel worked closely with Alex Jakubowski, assisting with OEM operations. Mr. Albrecht presented both individuals with certificates, and a photo was taken with all involved in the process. Mr. Chimenti thanked his County co-workers and stated this was a good experience. He advised the program allowed him to have a good understanding of how local government works, gave him a good opportunity to build his resume, and helped with his transition to civilian life. Mr. Sampsel shared that he wanted a way to continue to serve the community and that is why he wanted to participate in the program. Mr. Sampsel thanked the County for the opportunity and stated Mr. Jakubowski is a great mentor.
- b. Michael Akana, Assessor's Office, gave a brief update on property inspections. Mr. Akana informed the BOCC of a pilot program the Assessor's office developed to assist in assessing properties that are gated or inaccessible. Mr. Akana reported that 80 out of the 200 letters sent have been responded to, and 25 of those properties have been inspected so far. Mr. Akana stated the vast majority of citizens have been positive about the experience. In addition, Mr. Akana advised aerial photography will be used if a property is not accessible.

Commissioner Richardson mentioned the goal of having 100% of properties inspected within the next five years.

Mr. Akana stated the current goal is to have 90% of properties complete by the end of the 2019 tax year, and also indicated the 100% goal would never be reached as new properties are constantly being built and permitted.

Commissioner Thayer asked if the Assessor's Office was finding any surprises.

Mr. Akana stated they are finding surprises both ways, and advised the tools for collecting data and the audit process has changed in a way that provides more accuracy and sometimes the corrections to assessments represent technology.

Commissioner Willcox asked if inspections are done on agricultural and residential.

Mr. Akana reported both are inspected, and in addition the Assessor's Office completes sales confirmations.

Commissioner Willcox mentioned two employees in the Assessor's Office have recently passed the licensing test.

- c. Troy McCoy, Elbert County Sheriff's Office, gave an update on the current jail status and provided detailed numbers on the current inmate status.

Commissioner Richardson clarified the average number being housed in Douglas County is 4.6.

Commissioner Thayer requested the status of the jail study.

Undersheriff McCoy advised it still work in progress and the full report is not available yet.

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Commissioner Richardson requested trends on how much outside housing the County has been doing and the budgetary impacts involved with that.

The Commissioners continued to ask questions related to housing based on level of conviction, what triggers a mental health evaluation, and who completes the evaluations.

Undersheriff McCoy clarified where and how inmates are housed based on the type of offender they are, Centennial Mental Health completes evaluations for inmates, and standard screening questions exist for everyone.

d. Megan Vasquez, 1226 Main Street, Elizabeth

Ms. Vasquez started by thanking the Commissioners for the card of congratulations she received for being elected Mayor of Elizabeth. Ms. Vasquez advised she is here on behalf of the Elizabeth Board of Trustees. Ms. Vasquez provided a recap of past meetings and discussion between the Commissioners and the Town of Elizabeth related to the EDZ, and how the current language within the EDZ Plan causes a breach in the current IGA established in 2015 between the County and the Town of Elizabeth. Ms. Vasquez has requested certain language be added to the EDZ Plan. Ms. Vasquez advised the Town of Elizabeth will continue to solicit feedback, and is also looking forward to continued relationship with the County.

Commissioner Thayer stated the County does want a good relationship and wants to work together. Commissioner Thayer stated the EDZ is important for all, and the County's plan is to follow the IGA.

Commissioner Willcox requested Ms. Vasquez come to future applicable land use hearings and requested a copy of the letter she read today.

Angela Ternus, 580 Pine Ridge Street, Elizabeth

Ms. Ternus stated she is also here representing the Elizabeth Town Board of Trustees. Ms. Ternus wanted to know what has changed in the County that is causing the EDZ overlay to be pushed through so quickly. Ms. Ternus requested clarification on the true intent of the EDZ, and wanted to know why it is critical when the County is already in great financial shape.

Commissioner Willcox stated this needs to be discussed in a hearing setting where all are present. Commissioner Willcox requested that Ms. Ternus present this same information in a hearing environment.

Commissioner Thayer advised there will be two more hearings before the EDZ will be implemented.

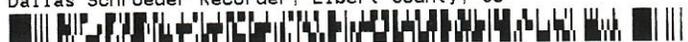
Sam Albrecht, County Manager, the EDZ has been sent out to referring agencies and once comments are back, responses will be gathered, and public meetings will take place.

F. OPEN PUBLIC COMMENT (See Note 1)

Marlene Groves, 33300 Ridge Road, Ramah

Ms. Groves relayed the numbers she calculated related to cost for housing inmates

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elsewhere, and stated this is a very important study for the jail and wanted to know if there was a deadline for the study to be complete. Ms. Groves said she is very curious about the jail study and believes this is a huge issue.

G. DISCUSSION ITEMS: (See Note 2)

1. Update of Water Supply Study Final Comments (Ric Morgan, WAC)

Sam Albrecht, County Manager, set the stage for this update by reporting it is in its final stages, and the Water Advisory Committee has done a great job keeping everything on track.

Ric Morgan, Elbert County Water Advisory Committee, advised the WAC is at the end of a five year process with the project. Mr. Morgan is very grateful to the citizens who have participated in the process. Mr. Morgan gave a brief recap of the types of comments that were received throughout the process. Mr. Morgan said the study revealed there is adequate water in the County through 2050 based on anticipated population growth, which was one of the main objectives of the study.

Commissioner Richardson stated this study allows the County time and space to look at the future and the mobility of water.

Commissioner Thayer commented on the good work and agreed with Commissioner Richardson's comments. Commissioner Thayer added that this will allow opportunity for the County to introduce incentives for conservation.

No Public Comment

2. Update on TANF Policies (Jerri Spear, Director of Health and Human Services)

Ms. Spear stated she is looking forward to getting these policies adopted soon, HHS staff is still working on putting these policies in County format, and staff will complete one final review.

Justin Klassen, Director of Administration, clarified this item will be on discussion for the BOCC's review one more time and will arrive on the Consent Agenda after that.

Ms. Spear stated this has been a lengthy process based on numerous ongoing changes requested by the state, and the County does have TANF policies that are used for current operations.

No Public Comment

3. Model Traffic Code Update (Troy McCoy, Elbert County Sheriff's Office)

Troy McCoy, Elbert County Sheriff's Office

Undersheriff McCoy advised the Sheriff's Office is working on amending the Model Traffic Code to add commercial vehicles. Undersheriff McCoy gave a breakdown on how funds collected from a ticket are dispersed, and with the commercial adoption the surcharge would be placed in the general fund.

Commissioner Thayer asked how and when fees would be collected and Undersheriff

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McCoy clarified by providing an example.

Commissioner Richardson stated this is a good thing.

Undersheriff McCoy stated traffic code has always been about saving lives, and the County went from 4th to 24th in position of worst accidents and bodily injury.

Commissioner Richardson explained there is no deadline to meet with this change, and the commercial portion is the only part changing. Commissioner Richardson also explained to obtain this change in ordinance it must first be published in a local newspaper and then go through three readings during three future BOCC meetings.

Commissioner Willcox advised the County currently follows 2010 Model Traffic Code, and the LEAF fund is audited by the state annually.

No Public Comment

4. Fee Schedule for Building, CDS, and Public Works (Sam Albrecht, County Manager and Rory Hale, Director of Public Works)

Sam Albrecht, County Manager, advised the County is looking at fees across CDS, the Building Department, and Public Works, and is digging deeper into the history of fees and how they came about. Mr. Albrecht will meet with these departments and bring forth recommendations to the BOCC on June 13, 2018.

Commissioner Richardson gave kudos to Building Department employee Faith Mehrer, for creating an online calculator for over the counter permits. The calculator has received a lot of positive feedback.

Commissioner Willcox asked about updates to the building code.

Mr. Albrecht stated in a month or so the 2018 IBC codes should be ready for adoption.

Commissioner Thayer asked if the new codes were integrated with local fire departments.

Mr. Albrecht reported there will be another meeting with local fire departments.

No Public Comment

5. GIS Update (Sam Albrecht, County Manager)

Sam Albrecht, County Manager advised so much of public safety depends on really good GIS data, and there has been a lot of change in GIS over the last few years. Mr. Albrecht is expecting a final report with recommendations from the contractor within the next two weeks. Certain recommendations from the final report will be acted upon to help achieve the goal of making sure everyone has good GIS moving forward.

Commissioner Richardson thanked ECCA for 100% funding on the first phase of this project.

Commissioner Thayer stated this turned out to be a bigger project than he expected, and is one of the more important things the County needs to accomplish.

Mr. Albrecht advised he is working closely with Douglas County as they have valuable

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skill sets in this area.

Commissioner Richardson commented efficiency in the workforce will improve.

Commissioner Willcox stated this is not an issue specific to Elbert County, and Elbert County is ahead of some counties and behind others in GIS capabilities.

Mr. Albrecht stated now is the time to invest in this and get it right with anticipated future growth.

Commissioner Willcox stated the investment into GIS will pay off with how much time will be saved due to employees working less hours. Commissioner Willcox stated he appreciates ECCA and the \$36,000 amount given to Elbert County to start the program.

No Public Comment

6. Public Works Communication Tower (Sam Albrecht, County Manager)

Sam Albrecht, County Manager, advised this is a follow up to a previous update on the tower in Simla that is no longer in working order. Mr. Albrecht said an RFP was submitted, a contractor has been chosen, and the estimated total cost is \$79,000. The project will be done in about 120 days, and will meet the communication needs for Elbert County Road and Bridge, and local school bus drivers.

Commissioner Richardson requested a tower inventory be completed for future budgeting purposes.

Mr. Albrecht will have Public Works complete a tower assessment.

Commissioner Richardson asked about the tower location.

Mr. Albrecht reported it will be in the same area, just a different part of the right-of-way.

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H. ACTION ITEMS: (See Note 3)

1. May 9, 2018 Minutes

Motion: Approval of May 9, 2018 Minutes

	Moved	2 nd	Comments
Richardson	x		
Thayer		x	
Willcox			
	AYE	NAY	
Richardson	x		
Thayer	x		
Willcox	x		

No Public Comment

2. BOCC Appointed as Board of Adjustments

Vince Harris (Baseline), on behalf of CDS, advised the Board of Adjustments is for CDS. Mr. Harris stated this board evaluates major variances to the code, which is a rarity, and reported the last time the BOA met was in 2016.

Motion: Approval of Appointments to the Elbert County Board of Adjustments

	Moved	2 nd	Comments
Richardson		x	
Thayer	x		
Willcox			
	AYE	NAY	
Richardson	x		
Thayer	x		
Willcox	x		

No Public Comment

3. ECCOG & PDC Community Block Grant Loan Application

Commissioner Richardson provided a brief explanation to the public.

Motion: Approval of ECCOG & PDC Community Block Grant Loan Application

	Moved	2 nd	Comments
Richardson	x		
Thayer		x	
Willcox			



	AYE	NAY
Richardson	x	
Thayer	x	
Willcox	x	

No Public Comment

4. Appointment of Planning Commission Members

Two members from District 2 have applied (Robert Meyer and Peter Hoogendyk)

Motion: Suspend the rule to allow the Chair of the BOCC to make a motion due to both members being from District 2

	Moved	2nd	Comments
Richardson	x		
Thayer		x	
Willcox			
	AYE	NAY	
Richardson	x		
Thayer	x		
Willcox	x		

Motion: Approval of Appointment for the Elbert County Planning Commission for 2018

	Moved	2nd	Comments
Richardson		x	
Thayer			
Willcox	x		
	AYE	NAY	
Richardson	x		
Thayer	x		
Willcox	x		

No Public Comment



I. BOARD PLANNING

Determination of the Tentative Agenda for the June 13, 2018 BOCC Regular Meeting

1. Agenda Items for Next Meeting
 - a. May 23, 2018 Minutes
 - b. TANF Policies review
 - c. Model Traffic Code First Reading
 - d. BOCC meeting as Elbert County Board of Health
 - e. Public hearing on a Special Events Permit for the Elizabeth Celtic Festival
 - f. Water Supply Study Final Report
 - g. Fee schedule for Building, CDS, and Public Works
 - h. Retention of Underwriter/Placement Agent Agreement for future bonds
 - i. Update on Medical and Recreational Marijuana
 - j. Disorderly House Ordinance Update
 - k. Discussion on Strategic Plan Process
2. Workshops/Study Sessions
 - a. Draft Records Retention Policy
3. Pending Hearings
 - a. Burmaster Second Residence Special Use Review (SU-18-0007)

At 10:54 AM, Motion to Adjourn

	Moved	2nd	Comments
Richardson	x		
Thayer			
Willcox		x	
	AYE	NAY	
Richardson	x		
Thayer	x		
Willcox	x		

J. LAND USE HEARINGS 1:00 P.M. (See Note 4)

NOTES ON PUBLIC COMMENT:

Note 1: General Public Comment - This portion of the agenda is reserved for citizens who wish to comment to the BOCC on items of county interest that are not scheduled for Discussion or Action. This time will not be used to make political speeches nor will personal attacks be tolerated. Individuals will be limited to one opportunity to speak for a period of up to three minutes during this portion of the agenda.

Note 2: Discussion Items - This portion of the agenda is intended to introduce items that may require future board action. It allows for shaping of final decisions, and allows for public input to ensure all aspects of the issue are fully considered before decisions are made. After each item, the chair will offer time for public comment limited to three minutes per person.

Note 3: Action Items - This portion of the agenda is intended for items requiring a board decision. Prior to taking action, the chair will offer time for any final public input, limited to three minutes per person, prior to a

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vote.

Note 4: Land Use Hearings - Hearings for Land Use Items will be held at 1:00pm on meeting days. If all other agenda items are completed earlier, the chair will recess until this scheduled time. If previous agenda items are not complete by 1:00pm, the land use hearings will be opened and completed before proceeding to any remaining agenda items. Land use hearings will follow the following sequence:

- *Open Land Use Hearing*
- *Staff Presents Application and Recommendation of Planning Commission*
- *Applicant Presents*
- *Public Input on Application (three minutes per person)*
- *BOCC Questions and Discussion*
- *BOCC Decision*
- *Close Land Use Hearing*

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BOARD OF COUNTY COMMISSIONERS

ELBERT COUNTY, COLORADO

CHRIS RICHARDSON, Vice-Chair, COMMISSIONER District 1

DANNY WILLCOX, Chair, COMMISSIONER District 2

GRANT THAYER, COMMISSIONER District 3

ATTEST: Rachel Buchanan

Deputy Clerk to the Board

BY:

Deputy Clerk to the Board of County Commissioners; Rachel Buchanan

