

**CROWLEY COUNTY BOARD OF COUNTY COMMISSIONERS
RECORD OF PROCEEDINGS**

JANUARY 10, 2024

CALL TO ORDER

Board of County Commissioners met in regular session on January 10, 2024. The meeting was called to order by Chairman Blaine Arbuthnot at 8:30 a.m. The following were present:

Blaine Arbuthnot-----Chairman
Roy Elliott-----Vice Chairman
Terry McMillian-----Commissioner
LaShelle Benbow-----Deputy Clerk to the Board

RESOLUTION NO. 2024-8783

APPROVE PROFESSIONAL SERVICES AGREEMENT BETWEEN BAREFOOT PUBLIC RELATIONS, LLC, AND CROWLEY COUNTY

Motion by McMillian, seconded by Elliott to approve the Professional Services Agreement between Barefoot Public Relations, LLC and Crowley County to provide consulting services for public relations and website maintenance to the Southeast Colorado Opioid Response Settlement Region 19. The contract term is from January 1, 2024 through December 31, 2024, with compensation not to exceed \$12,000 unless mutually agreed upon. The County will reimburse Consultant for web hosting fees in the amount of \$1,200 per year.

Upon motion duly made and seconded the foregoing resolution was adopted by the following vote:

Arbuthnot-----Aye
Elliott-----Aye
McMillian-----Aye

RESOLUTION NO. 2024-8784

APPROVE SPECIAL DISBURSEMENT, DECEMBER 28, 2023

Motion by Elliott, seconded by McMillian to approve the special disbursements for December 28, 2023. The total amount of disbursements was \$785.64, but no funds were requested from the Treasurer because these disbursements were replacing voided checks in the same amount.

Upon motion duly made and seconded the foregoing resolution was adopted by the following vote:

Arbuthnot-----Aye
Elliott-----Aye
McMillian-----Aye

RESOLUTION NO. 2024-8785

APPROVE SPECIAL DISBURSEMENT, JANUARY 2, 2024

Motion by Elliott, seconded by McMillian to approve the special disbursement for January 2, 2024, and authorize transfer of funds in the following amount:

General Fund \$29,310.00

Upon motion duly made and seconded the foregoing resolution was adopted by the following vote:

Arbuthnot-----Aye
Elliott-----Aye
McMillian-----Aye

RESOLUTION NO. 2024-8786

APPROVE SPECIAL DISBURSEMENT, JANUARY 3, 2024

Motion by Elliott, seconded by McMillian to approve the special disbursement for January 3, 2024, and authorize transfer of funds in the following amount:

General Fund \$834,061.96

Upon motion duly made and seconded the foregoing resolution was adopted by the following vote:

Arbuthnot-----Aye

Elliott-----Aye

McMillian-----Aye

RESOLUTION NO. 2024-8787

APPROVE SPECIAL PAYROLL, JANUARY 4, 2024

Motion by McMillian, seconded by Elliott to approve a special payroll dated January 4, 2024, and authorize transfer of funds in the following amount:

General Fund \$1,567.57

Upon motion duly made and seconded the foregoing resolution was adopted by the following vote:

Arbuthnot-----Aye

Elliott-----Aye

McMillian-----Aye

RESOLUTION NO. 2024-8788

APPROVE DECEMBER 2023 BOARD MINUTES

Motion by Elliott, seconded by McMillian to approve the December 2023 board minutes.

Upon motion duly made and seconded the foregoing resolution was adopted by the following vote:

Arbuthnot-----Aye

Elliott-----Aye

McMillian-----Aye

RESOLUTION NO. 2024-8789

APPROVE COLORADO JUDICIAL DEPARTMENT UNDERFUNDED COURTHOUSE FACILITY COMMISSION MASTER PLANNING GRANT IN THE AMOUNT OF \$75,000

Motion by Elliott, seconded by McMillian to approve the Colorado Judicial Department Underfunded Courthouse Facility Commission Master Planning Grant in the amount of \$75,000. The term of the grant is from January 1, 2024 to December 31, 2024. Grant proceeds will pay for a needs assessment study to determine whether the county needs a new courthouse or a remodel of the existing facility.

Upon motion duly made and seconded the foregoing resolution was adopted by the following vote:

Arbuthnot-----Aye

Elliott-----Aye

McMillian-----Aye

RESOLUTION NO. 2024-8790

APPROVE COLORADO JUDICIAL DEPARTMENT UNDERFUNDED COURTHOUSE FACILITY COMMISSION MATCHING GRANT IN THE AMOUNT OF \$75,000

Motion by McMillian, seconded by Elliott to approve the Colorado Judicial Department Underfunded Courthouse Facility Commission Matching Grant in the amount of \$75,000. The term of the grant is from January 1, 2024 to December 31, 2024. Grant proceeds will pay for 75% of roof replacement on the existing courthouse.

Upon motion duly made and seconded the foregoing resolution was adopted by the following vote:

Arbuthnot-----Aye

Elliott-----Aye

McMillian-----Aye

RESOLUTION NO. 2024-8791

APPROVE 2024 LEASE COMMITMENTS

Motion by Elliott, seconded by McMillian to approve the following resolution:

RESOLUTION APPROVING 2024 LEASE COMMITMENTS

Lake Lease: Lake Henry Reservoir Company and Lake Meredith Reservoir Company in the amount of \$3,000 each, due January 31, 2024.

Lease Purchase Agreement Not Involving Real Property:

Bank Name: Axon Enterprise, Inc.

Lease #: 108867

Date of Lease-Purchase Agreement: 12/06/21

DESCRIPTION: Body Camera and Taser Purchase

ORIGINAL: \$115,393.93

DOWN PAYMENT: \$0.00

FY2022 - CONTRACT PAYMENT \$21,301.06 - PRINCIPAL \$21,301.06 - INTEREST \$0.00

FY2023 - CONTRACT PAYMENT \$21,301.06 - PRINCIPAL \$21,301.06 - INTEREST \$0.00

FY2024 - CONTRACT PAYMENT \$21,301.06 - PRINCIPAL \$21,301.06 - INTEREST \$0.00

FY2025 - CONTRACT PAYMENT \$21,301.06 - PRINCIPAL \$21,301.06 - INTEREST \$0.00

FY2026 - CONTRACT PAYMENT \$21,301.06 - PRINCIPAL \$21,301.06 - INTEREST \$0.00

Maximum Payment Liability: \$115,393.93

Does the agreement include renewal options? If yes, describe.

NO

Upon motion duly made and seconded the foregoing resolution was adopted by the following vote:

Arbuthnot-----Aye

Elliott-----Aye

McMillian-----Aye

RESOLUTION NO. 2024-8792

APPROVE RESOLUTION APPOINTING BUDGET OFFICER FOR 2024

Motion by Elliott, seconded by McMillian to approve the following resolution:

RESOLUTION OF THE BOARD OF CROWLEY COUNTY COMMISSIONERS

WHEREAS, pursuant to Colorado Revised Statutes, Section 29-1-104 & 30-11-107(n), the Crowley County Board of County Commissioners ("Board") is authorized to create, by resolution duly adopted, the office of county budget officer or such other offices as the Board deems required for the efficient management of the business and concerns of the County; and

WHEREAS, the Board is authorized to make appointments to the offices so created and to prescribe duties to be performed by such appointees; and

WHEREAS, to further the efficient and effective management of County affairs, the Board desires to appoint, as required in Colorado Revised Statutes, Section 29-1-104, LaShelle Benbow to prepare the county budget and submit the same to the Board of County Commissioners.

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Crowley County, Colorado, as follows:

1. The position of county budget officer is hereby created.
2. The duties of the county budget officer shall be as described in Colorado Revised Statutes 29-1-101 through 29-1-115 "Local Government Budget Law of Colorado" and other functions as prescribed by the Board of County Commissioners.

The effective date hereof shall be the date of the adoption of this Resolution and shall last through the fiscal year 2024.

Upon motion duly made and seconded the foregoing resolution was adopted by the following vote:

Arbuthnot-----Aye

Elliott-----Aye

McMillian-----Aye

RESOLUTION NO. 2024-8793

APPROVE COUNTY VETERANS SERVICE OFFICER APPOINTMENT VERIFICATION

Motion by Elliott, seconded by McMillian to approve the County Veterans Service Officer Appointment Verification naming Gary Gibson as the Appointee.

Upon motion duly made and seconded the foregoing resolution was adopted by the following vote:

Arbuthnot-----Aye

Elliott-----Aye

McMillian-----Aye

RESOLUTION NO. 2024-8794

APPROVE ANNUAL APPOINTMENTS RESOLUTION FOR THE CALENDAR YEAR 2024

Motion by McMillian, seconded by Elliott to approve the following resolution:

ANNUAL APPOINTMENTS RESOLUTION FOR THE CALENDAR YEAR 2024

WHEREAS, the Board of County Commissioners of the County of Crowley, State of Colorado (hereinafter "the Board"), desires to make certain necessary administrative appointments and designations for the terms specified hereinbelow; and

WHEREAS, it is necessary that the Board designate official legal depositories for the County of Crowley, State of Colorado, for fiscal year 2024, pursuant to C.R.S. 24-75-603 and 30-10-708; and

WHEREAS, the following appointments and designations do not constitute contractual obligations of the County of Crowley nor of the Board, and the County and the Board are not legally bound for the respective terms of appointment or designation as specified herein below, the County, by and through the Board, having the authority, in its sole discretion, to change, add, or abolish such appointments and designations and to fill vacancies, therefore, as it sees fit.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF CROWLEY, STATE OF COLORADO:

THAT, Commissioner Arbuthnot be and is hereby elected Chair of the Board of County Commissioners of the County of Crowley, State of Colorado, in accordance with C.R.S. 30-10-307. If the Vice Chair or other Commissioner are absent, the Chair can make a motion or can second a motion in order for the Board of County Commissioners to conduct business.

THAT, Commissioner Elliott be and is hereby elected Vice Chair of the Board of County Commissioners of the County of Crowley, State of Colorado, to preside, in the absence of the Chair, at all meetings of the Board and to sign all County orders concerning matters submitted to the Board or connected with its powers and duties.

THAT, LaShelle Benbow be and is hereby appointed as the Deputy Clerk to the Board of County Commissioners.

THAT, in accordance with C.R.S. 30-11-118, Nathan Schulz be and is hereby appointed the Crowley County Attorney.

THAT, Tonia Burnett be and is hereby appointed the Crowley County DHS Director.

THAT, John Reitan be and is hereby appointed the EMS Coordinator.

THAT, Mario Rodriguez be and is hereby appointed the Ambulance Director.

THAT, Rick Ferraro be and is hereby appointed the County Fire Chief.

THAT, Ordway New Era be and is hereby appointed as the Publisher of county business.

THAT, Commissioner Elliott, and Commissioner McMillian be and is hereby appointed to serve on the Southeast Colorado Family Guidance Board.

THAT, Sheriff Reeves, and Commissioner Elliott be and are hereby appointed to serve on the RESADA Board.

THAT, Gary Gibson be and is hereby appointed to serve as the Crowley County Veterans Service Officer.

THAT, Roxie Smith be and is hereby appointed to serve as the Crowley County Veterans Service Officer Assistant.

THAT, Matt Carter be and is hereby appointed to serve as the Crowley County Building Inspector.

THAT, Matt Carter be and is hereby appointed to serve as the Planning & Zoning Land Use Administrator for Crowley County.

THAT, Commissioner Elliott, and Commissioner McMillian be and is hereby appointed to serve on the Southeast Colorado Workforce Investment Board.

THAT, Commissioner Elliott, Commissioner McMillian, and Sheriff Reeves be and are hereby appointed as representatives to the COMCOR committee.

THAT, Commissioner Arbuthnot, and Commissioner Elliott be and are hereby appointed to serve as CCI Proxy Appointees.

THAT, LaShelle Benbow be and is hereby appointed to serve as the AAA Project Director for Crowley County.

THAT, Commissioner Elliott be and is hereby appointed to serve as a representative to the AAA committee.

THAT, Annette Barber, Lucile Nichols, Marge Gardner, Jack Lundahl, Jerry Barber, Karen Tomky and Vicki Powell be and is hereby appointed to serve on the Historical Preservation Board.

THAT, Commissioner Arbuthnot be and is hereby appointed to serve as a Voting Delegate to Colorado Canal and Twin Lakes Reservoir Companies.

THAT, Commissioner Arbuthnot, Commissioner Elliott, and Commissioner McMillian be and is hereby appointed to serve on the Crowley County Economic Development Taskforce.

THAT, Commissioner Arbuthnot, and Commissioner Elliott be and are hereby appointed to serve on the Ark Valley Conduit Board.

THAT, Commissioner Arbuthnot, Commissioner Elliott, and Commissioner McMillian be and are hereby appointed to serve on the SECED Board.

THAT, Bill Gray, Dave Ragsdale, Garry Ashida, Gary Gibson, and Bob Offut be and is hereby appointed to serve on the Planning & Zoning Commission Board for Crowley County.

THAT, Commissioner Arbuthnot be and is hereby appointed to serve on the SECED Executive Board.

THAT, Commissioner Arbuthnot, Commissioner Elliott, and Commissioner McMillian be and are hereby appointed to serve on the SECOG Board.

THAT, Commissioner Arbuthnot, and Commissioner Elliott be and are hereby appointed to serve on the SCEDD Board.

THAT, Commissioner Elliott be and is hereby appointed to serve on the SAGE Board.

THAT, Commissioner Arbuthnot, and Commissioner McMillian be and are hereby appointed to serve on the SECOR Region 19 Board.

THAT, Commissioner McMillian, and Commissioner Elliott are hereby appointed to serve on the SEBREA Board.

THAT, Commissioner Elliott, and Commissioner McMillian be and are hereby appointed to serve on the Otero County Board of Health.

THAT, Commissioner Arbuthnot be and is hereby appointed to serve on the SECRETAC Financial Board.

THAT, Rick Kidd, Commissioner Elliott, and Lynn Chubbuck be and are hereby appointed to serve on the Ark Valley Roundtable.

THAT, Commissioner Elliott be and is hereby appointed to serve on the Crowley County Water System.

THAT, John Reitan, Mario Rodriguez, and Commissioner Elliott be and is hereby appointed to serve on the SECRETAC Board.

THAT, John Reitan, Leah Fox, Commissioner Elliott, Commissioner Arbuthnot, Commissioner McMillian, and Cheryl Salzbrenner be and are hereby appointed to serve on the E911 Authority Board.

THAT, the appointments herein, shall be for fiscal year 2024 and continue until further order of the Board.

BE IT FURTHER RESOLVED that the Board approves and designates the First National Bank of Colorado, Ordway Branch, as the authorized depository for the Crowley County funds.

BE IT FURTHER RESOLVED, per C.R.S. 24-6-402.3, the Board designates the display board located on the upper level of the Annex Building, and the display board located in the entryway of the Courthouse as the posting locations for public meeting notices and agenda information of the Board.

MOVED, READ, AND ADOPTED by the Board of County Commissioners of the County of Crowley, State of Colorado, at its regular meeting held January 10, 2024.

Upon motion duly made and seconded the foregoing resolution was adopted by the following vote:

Arbuthnot-----Aye

Elliott-----Aye

McMillian-----Aye

RESOLUTION NO. 2024-8795

APPROVE RESOLUTION APPOINTING DEPUTY CORONERS FOR 2024

Motion by Elliott, seconded by McMillian to approve the following resolution:

RESOLUTION APPROVING DEPUTY CORONER’S FOR THE CALENDAR YEAR 2024

WHEREAS, pursuant to C.R.S. 30-10-602, as amended, county coroners are expressly authorized to appoint a deputy or deputies to whom the coroner may delegate any of the coroner’s powers; and,

WHEREAS, the Crowley County Coroner desires to appoint the following individuals as deputy coroners: Karen Tomky, Tom Cody, Robert Fowler, Jason Nichols, and Michael Perez.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF CROWLEY, STATE OF COLORADO:

THAT, Karen Tomky, Tom Cody, Robert Fowler, Jason Nichols, and Michael Perez, are hereby appointed to serve as deputy coroners; and,

THAT, the appointments herein, shall be for fiscal year 2024 and continue until further order of the Board.

MOVED, READ, AND ADOPTED by the Board of County Commissioners of the County of Crowley, State of Colorado, at its regular meeting held January 10, 2024.

Upon motion duly made and seconded the foregoing resolution was adopted by the following vote:

Arbuthnot-----Aye

Elliott-----Aye

McMillian-----Aye

RESOLUTION NO. 2024-8796

APPROVE AUTHORIZATION OF PERSONS TO SIGN CHECKS AND ONLINE BANKING ACCESS FOR 2024

Motion by McMillian, seconded by Elliott to approve the authorization of persons to sign checks and online banking access with the First National Bank.

Upon motion duly made and seconded the foregoing resolution was adopted by the following vote:

Arbuthnot-----Aye

Elliott-----Aye

McMillian-----Aye

RESOLUTION NO. 2024-8797

APPROVE DHS DISBURSEMENTS, JANUARY 9, 2024

Motion by Elliott, seconded by McMillian to approve the DHS disbursements for January 9, 2024, and authorize transfer of funds in the following amount:

General Fund \$259.98

DHS Fund \$43,415.90

Total Disbursements \$43,675.88

Upon Motion duly made and seconded the foregoing resolution was adopted by the following vote:

Arbuthnot-----Aye

Elliott-----Aye

McMillian-----Aye

RESOLUTION NO. 2024-8798

APPROVE DISBURSEMENTS, JANUARY 10, 2024

Motion by Elliott, seconded by McMillian to approve the disbursements for January 10, 2024, and authorize transfer of funds in the following amounts:

General Fund \$69,924.49

Road and Bridge Fund \$30,766.41

EMS Fire Fund \$550.60

Ambulance Fund \$1,284.44

DHS Fund \$20.00

E911 Fund \$1,504.44

Total Disbursements \$104,050.38

Upon motion duly made and seconded the foregoing resolution was adopted by the following vote:

Arbuthnot-----Aye

Elliott-----Aye

McMillian-----Aye

RESOLUTION NO. 2024-8799

APPROVE SECRETAC DISBURSEMENTS, JANUARY 10, 2024

Motion by Elliott, seconded by McMillian to approve the SECRETAC disbursements for January 10, 2024, and authorize transfer of funds in the following amount:

SECRETAC Fund \$500.00

Upon motion duly made and seconded the foregoing resolution was adopted by the following vote:

Arbuthnot-----Aye

Elliott-----Aye

McMillian-----Aye

RESOLUTION NO. 2024-8800

APPROVE ANNUAL DISBURSEMENTS, JANUARY 10, 2024

Motion by Elliott, seconded by McMillian to approve the annual disbursements for January 10, 2024, and authorize transfer of funds in the following amounts:

General Fund \$204,952.60
Road and Bridge Fund \$73,633.00
EMS Fire Fund \$18,594.00
Ambulance Fund \$18,166.50
Water Fund \$13,572.00

Total Disbursements \$328,918.10

Upon motion duly made and seconded the foregoing resolution was adopted by the following vote:

Arbuthnot-----Aye
Elliott-----Aye
McMillian-----Aye

RESOLUTION NO. 2024-8801

APPROVE BACKDATE DISBURSEMENTS, JANUARY 10, 2024

Motion by McMillian, seconded by Elliott to approve the backdate disbursements for January 10, 2024, and authorize transfer of funds in the following amounts:

General Fund \$23,892.72
Road and Bridge Fund \$25,658.86
EMS Fire Fund \$4,700.87
SERAHB Fund \$558.26
Ambulance Fund \$3,738.35
Water Fund \$12,437.47
DHS Fund \$319.45
E911 Fund \$64.80

Total Disbursements \$71,370.78

Upon motion duly made and seconded the foregoing resolution was adopted by the following vote:

Arbuthnot-----Aye
Elliott-----Aye
McMillian-----Aye

APPROVE 2023 ANNUAL SALARY PUBLICATION

LaShelle Benbow stated that the calculation of W-2 information is incorrect. Until this is resolved the salary publication will not be prepared for publication. It will be completed before the end of January 2024.

No further business appearing the meeting was recessed.

ATTEST:

Melinda Carter, County Clerk

Blaine Arbuthnot, Chairman