

Minutes of the Annual Reorganization Meeting  
of the Board of County Commissioners of Washington County, Colorado  
January 8, 2019

**Amended by motion on January 29, 2019**

The **Regular Annual Reorganization Meeting** was called to order by Lea Ann Laybourn, Chairman Board of County Commissioners, on the 8th day of January, 2019, in the Courthouse in Akron, Washington County, Colorado, in accordance with the annual procedure of the Board of County Commissioners to reorganize the County in January of every year by an “Annual Reorganization Meeting of the Board of County Commissioners of Washington County, Colorado”.

1. Roll Call: Thereupon, Chairman Lea Ann Laybourn requested Annie Kuntz, County Clerk and Recorder, to call the roll of the Members of the Board of County Commissioners and reported that the following Commissioners were present:

Tony Wells, Commissioner – District #1  
Leland Willeke, Commissioner – District #2  
Lea Ann Laybourn, Commissioner – District #3

Chairman Lea Ann Laybourn declared a quorum of Commissioners present, the meeting duly called and legally convened and ready to transact the business of the County in accordance with the Agenda, which has previously been prepared and duly posted by the County Clerk and Recorder.

Thereupon, Chairman Lea Ann Laybourn requested the County Clerk and Recorder to call the roll of the Elected Officials and Department Heads present. The County Clerk and Recorder reported the following persons present:

Tony Wells, Commissioner – District #1  
Leland Willeke, Commissioner – District #2  
Lea Ann Laybourn, Commissioner – District #3  
Annie Kuntz, Clerk and Recorder  
Debra Cooper, Treasurer  
Brenda Rhea, Nursing Home Administrator  
Grant Smith, Human Services Director  
James McCracken Sr., Veterans Service Administrator  
Matt Green, Facilities Service Manager

2. Organization of the Board of County Commissioners for the Next Ensuing Year:

**Resolution 01-2019** It was moved by Commissioner Wells and duly seconded by Commissioner Laybourn that Lea Ann Laybourn serve as Chairman. And Tony Wells serve as Chairman Pro-tem for the Board of County Commissioners until the next reorganization of the Board.

On roll call vote, on a two to one vote being yes, Lea Ann Laybourn assumed the Chairmanship and the meeting continued as follows:

**Resolution 02-2019** It was moved by Commissioner Wells and duly seconded by Commissioner Willeke that Annie Kuntz, pursuant to C.R.S. 30-10-402 and 405, shall be, in and for her County, **Clerk of the Board of County Commissioners.**

On roll call vote, all votes being yes, the resolution was adopted.

Chairman Laybourn declared the Board of County Commissioners duly organized and ready to transact the business of this Regular Annual Reorganization Meeting.

**Resolution 03-2019 Rescind Resolution 75-2017**

Whereas, on March 29, 2017 the Board adopted Resolution 75-2017 which created the position of Managing County Commissioner; and

Whereas it is the authority of this duly elected Board to reconsider this matter as it deems advisable.

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

1. This Board hereby declares that Resolution 75-2017 shall be repealed, rescinded and such be null, void and of no effect as of this date.
2. The clerk to the Board is hereby directed to cross-index this Resolution with Resolution 75-2017 to show the action taken by the Board on this date.

On roll call vote. All votes being yes, the resolution was adopted.

3. **Authorized County Signature:** The next item of business to come before the Board of County Commissioners was the matter of authorizing a member or members of the Board of County Commissioners to execute and deliver legal documents on behalf of the Board of County Commissioners.

On roll call vote. All votes being yes, the resolution was adopted.

**Resolution 04-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells that Lea Ann Laybourn, as Chairman of the Board of County Commissioners, is, pursuant to C.R.S. 30-10-308, appointed, authorized and directed to execute and deliver **all legal documents and sign all County orders** on behalf of the Board of County Commissioners and the County of Washington, Colorado, her signature to be attested to by Annie Kuntz, County Clerk and Recorder, with the Seal of the County being placed thereon.

On roll call vote, all votes being yes, the resolution was adopted.

**Resolution 05-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells that in the absence of Lea Ann Laybourn, as Chairman of the Board of County Commissioners, Tony Wells, as Chairman Pro Tem is, pursuant to C.R.S. 30-10-308, appointed, authorized and directed to execute and deliver all legal documents and sign all County orders on behalf of the Board of County Commissioners and the County of Washington, Colorado, the signature to be attested to by Annie Kuntz, County Clerk and Recorder, with the Seal of the County being placed thereon.

On roll call vote, all votes being yes, the resolution was adopted.

**Resolution 06-2019** It was moved by Commissioner Wells and duly seconded by Commissioner Willeke that in the **absence** of Annie Kuntz, as Clerk and Recorder, a **deputy** from her office pursuant to C.R.S. 30-10-403, will **serve as Clerk of the Board of County Commissioners**, and is appointed, authorized and directed to attest to the signature of Lea Ann Laybourn and Tony Wells or Leland Willeke, on legal documents and County orders executed and delivered by them on behalf of the Board of County Commissioners and the County of Washington, Colorado.

On roll call vote, all votes being yes, the resolution was adopted.

4. **Setting Regular Meeting Dates; Special Meeting Requirements:** Chairman Laybourn did declare that the next item of business was to set the regular monthly meeting dates where in addition to a specific matter the Board of County Commissioners could consider any and all other County business which might come before a regular meeting of the Board of County Commissioners.

**Resolution 07-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells that the **regular monthly meetings of the Board of County Commissioners** for Washington County as required to be published by C.R.S 30-10-303 for the calendar year 2019 shall be as follows:

Commissioner Meetings for 2019	Elected Officials/ Department Head Meetings At time posted in the agenda, dates subject to change
January 8,15,22,29	
February 5,12,19,26	
March 5,12,19,26	(Elected Official and Department Head meeting 3/26)
April 2,9,16,23,30	
May 7,14,21,28	
June 3,11,18,25 (6/3-Meet briefly to approve bills) (CCI Summer Conf.6/3-6/5),	(Elected Official and Department Head meeting 6/25)
July 2,9,16,23,30	
August 6,13,20,27	
September 3,10,17,24	(Elected Official and Department Head meeting 9/24)
October 1,8,15,22,29	
November 5,12,19,25	(11/25-Meet briefly to approve bills) (CCI Winter Conf. 11/25-11/27) (Election Day 11/5)
December 3,10,17,23,31	(12/23-Meet briefly to approve bills) (Elected Official and Department Head meeting 12/17)

These dates and times are subject to change. All meetings are held in the Commissioner's Meeting Room and/or Old Courtroom unless otherwise posted. Any and all business which might come before the Board of County Commissioners shall be considered on and during any one of the above designated days. The Board may meet with the Elected Officials separately/or concurrently with the Department Heads. Public Notices of meetings and agendas are posted on the south door of courthouse, 150 Ash Ave, Akron, CO.

On roll call vote, all votes being yes, the resolution was adopted.

**Resolution 08-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells to establish the following **hours that Washington County Courthouse Offices** will be open to the public for calendar year 2019. The hours shall be between **8:00 a.m. to 4:30 p.m.** Monday through Friday, with the exception of holidays as set forth hereinafter.

On roll call vote, all votes being yes, the resolution was adopted.

**Resolution 09-2019** It was moved by Commissioner Wells and duly seconded by Commissioner Willeke that pursuant to C.R.S. 30-10-303(2) the Board of County Commissioners may hold **special or emergency meetings** at the call of the Chairman of the Board after giving at least 24 hour notice to all members of the Board, to the public, and posting notice on the south courthouse door.

On roll call vote, all votes being yes, the resolution was adopted.

5. **Review Official Bonds:** Chairman Laybourn did declare that the next item of business to come before the Board of County Commissioners was the matter of reviewing the required official bonds of the county treasurer, sheriff, coroner, county assessor, county clerk and recorder and county surveyor and all other official bonds given by any county officer, as required by law pursuant to C.R.S. 24-13-105. The Board of County Commissioners did find and determine that the use of the phrase "first day of each term", for the purpose of this Resolution, does mean the annual reorganization meeting held on the second Tuesday of January. The Commissioners have decided that the county will purchase **crime insurance coverage in lieu of bonds.**

The requirement of the County Commissioners Bond is set forth under the provisions of C.R.S. 30-10-311, 312 and 313. Pursuant to C.R.S. 30-10-311(2) in lieu of the bond required in 30-10-311(1) this section, a county may purchase crime insurance coverage on behalf of the county commissioners to protect the people of the county from any malfeasance on the part of the commissioner while in office.

The requirement of the Clerk and Recorder Bond is set forth under the provisions of C.R.S. 30-10-401. Pursuant to C.R.S. 30-10-401(2) in lieu of the bond required by 30-10-401(1) of this section, a county may purchase crime insurance coverage in an amount not less than ten thousand dollars (\$10,000) on behalf of the clerk to protect the people of the county from any malfeasance on the part of the Clerk while in office.

Every County Clerk and Recorder shall as Registrar of Titles follow the bond requirements as set forth in C.R.S. 38-36-109 and 110. Pursuant to C.R.S. 30-10-110(2) in lieu of the bond required in 30-10-311(1) of this section, a county may purchase crime insurance coverage on behalf of the Clerk and Recorder to protect the people of the county from any malfeasance on the part of the Clerk and Recorder while in office.

The requirement of the Examiner of Titles as set forth in C.R.S. 38-36-113 shall give a bond in such amount and with such sureties as shall be approved by the Judge of the District Court. The bond shall be in the amount of \$50,000. A copy of the bond shall be entered upon the records of said Court and the original shall be filed with the Registrar.

The requirement of the County Sheriff Bond is set forth under the provisions of C.R.S. 30-10-501 and 502. Pursuant to C.R.S. 30-10-501(2) in lieu of the bond required by 30-10-501(1) of this section, a county may purchase crime insurance coverage in an amount not less than ten thousand dollars (\$10,000) on behalf of the Sheriff to protect the people of the county from any malfeasance on the part of the Sheriff while in office.

The requirement of the County Coroner and any Deputy Coroner Bond is set forth under the provisions of C.R.S. 30-10-601. Pursuant to C.R.S. 30-10-601(1)(a)(1.5) in lieu of the bond required by 30-10-601(1)(b) of this section, a county may purchase crime insurance coverage in an amount not less than twenty-five thousand dollars (\$25,000) on behalf of the Coroner to protect the people of the county from any malfeasance on the part of the Coroner and any Deputy Coroner while in office.

The requirement of the County Treasurer Bond is set forth under the provisions of C.R.S. 30-10-701. Pursuant to C.R.S. 30-10-701(2) in lieu of the bond required by 30-10-701(1) of this section, a county may purchase crime insurance coverage on behalf of the Treasurer to protect the people of the county from any malfeasance on the part of the Treasurer while in office.

The requirement of the Public Trustee Bond is set forth under the provisions of C.R.S. 38-37-102(2). Pursuant to C.R.S. 38-37-102(4) in lieu of the bond required by 38-37-102(2) of this section, a county may purchase crime insurance coverage on behalf of the Public Trustee to protect the people of the county from any malfeasance on the part of the Public Trustee and his or her employees.

The requirement of the County Assessor Bond is set forth under the provisions of C.R.S. 30-10-801. Pursuant to C.R.S. 30-10-801(2) in lieu of the bond required by 30-10-801(1) of this section, a county may purchase crime insurance coverage in an amount not less than ten thousand dollars (\$10,000) on behalf of the Assessor to protect the people of the county from any malfeasance on the part of the Assessor while in office.

**Resolution 10-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells that having authorized and purchased **crime insurance coverage** as allowed by the foregoing statutes as delineated hereinabove, for the elected and other appropriate officials of Washington County, and having reviewed same by this Board on this date as required by C.R.S. 24-13-105 subject to approval by the District Court as required by C.R.S. 24-13-107; the Board of County Commissioners, pursuant to the

provisions of C.R.S. 24-13-105, has been satisfied that said insurance coverage meets the sufficiency of the official bond requirements of the County Commissioners, Clerk and Recorder, Registrar of Titles, Sheriff, Coroner, Treasurer, Public Trustee and County Assessor, and does by these present, find and determine that each of the **insurance coverage in lieu of Bonds** of these County officials does meet the requirements of the specific statute related to each bonding requirement of the respective official and that each case they have has been reviewed pursuant to the provisions of C.R.S. 24-13-107, and that the insurance coverage is severally and legally sufficient. The Clerk and Recorder of Washington County shall record this Resolution in the records of the County Clerk and Recorder and shall make entry to the records of the Board of County Commissioners noting the Board’s authorization and approval to purchase insurance coverage in lieu of Bonds of the respective County Officials, all as set forth under the provisions of C.R.S. 24-13-117.

On roll call vote, all votes being yes, the resolution was adopted.

6. **Employment of County Personnel and Special Personnel Appointments:** The next item of business was the matter of the employment of **county personnel and the appointment of individuals** to serve the interests of Washington County. The Board of County Commissioners did review the present list of county employees and current appointments of county personnel. After this matter was fully discussed, the Board took the following action:

**Resolution 11-2019** It was moved by Commissioner Wells and duly seconded by Commissioner Laybourn that the following persons be **appointed to serve the following positions**. Pursuant to C.R.S. 30-11-107(1)(n), and as otherwise noted hereinafter, these individuals shall serve at the pleasure of the Board with a salary and benefits to be determined by the Board as set forth within appointment contracts which are concurrently approved by adoption of this resolution. Said appointees may be removed with or without good cause shown by action of the Board.

Vacant	County Administrator
Madeline Meacham	County Attorney/ Privacy Officer
Steven Furman	Assistant County Attorney -Human Survives
Rayann Brammer	Assistant County Attorney-Human Services
Jay Brammer	Assistant County Attorney- Human Services
Vacant	Road and Bridge Supervisor District #1 (C.R.S. 43-2-111 (1))
Jason Lockard	Road and Supervisor District #2 (C.R.S. 43-2-111 (1))
Steve Williams	Road and Bridge Supervisor District #3 (C.R.S. 43-2-111 (1))
J. Collin Patterson	Ambulance Director (C.R.S. 30-11-107 1(n))
Jim Evans	Information Technology Administrator (C.R.S. 30-11-107 1 (n))
Grant E. Smith	Human Services Director (C.R.S. 26-1-117)
James McCracken Sr.	Veterans Service Administrator (C.R.S. 28-5-801)
Vacant	Budget Officer (C.R.S. 29-1-104)
Patrick McCall	Emergency Management Director (C.R.S. 30-11-107 1(n))
Brenda Rhea	Nursing Home Administrator (C.R.S. 30-11-107 1 (n))

Jason Lockard	Landfill Supervisor (C.R.S. 30-11-107 1(n))
Matthew D. Green	Facilities and Maintenance Director (C.R.S. 30-11-107 1 (n))
Peggy Pletcher	Eastern Colorado Roundup Royalty
Denise Chavez	Planning & Zoning Official (C.R.S. 30-28-124.5 2(b))
Ron Kraich	Pest and Weed Control District Manager (C.R.S 35-5-106)
Anne M. Korbe	County Surveyor per appointment by Resolution 70-2011 (C.R.S 30-10-904)

On roll call vote, on a two to one vote being yes, the resolution was adopted.

**Resolution 12-2019** It was moved by Commissioner Wells and duly seconded by Commissioner Laybourn that the following **persons are employed by the County as County personnel**, being appointed at will and subject to the Washington County Personnel Policies and Procedures Manual as heretofore adopted by the Board of County Commissioners and as in effect as of this date, at a salary as heretofore determined.

Marsha Jesse	Senior Director of Finance and HR
Nancy Lightle	Director of Finance and HR
Denise Chavez	Assistant to the Board
Jim Evans	Information Technology Administrator
Vacant	Ambulance Shift Supervisor
Beverlee Eskew	Clerk Assessor/ Transfer Clerk
Pamela S. Hicks	Clerk Assessor/ Appraiser
Ronald L. Shook	Clerk Assessor / Appraiser PT
Judith Hoyt	Clerk Assessor/ Transfer Clerk PT
Lori Barkey	Chief Deputy Clerk and Recorder
Christine Wagers	Deputy Clerk and Recorder
Esther Weis	Deputy Clerk and Recorder
Jaclyn Brundage	Deputy Clerk and Recorder
Shannon Florian	Deputy Clerk and Recorder
Randy Smith	Deputy Clerk and Recorder
Sharon L. Christensen	CSU Extension Service Secretary
Jeannie S. Lambertson	CSU Extension Service Secretary
Deanna K. Annand	DHS Income Maintenance Technician
Ariana Vianey Mendoza	DHS Income Maintenance Technician
Chelsea Pardikes	DHS Income Maintenance Technician
Danielle Woods	DHS Child Support Technician
Amanda Gable	DHS Child Welfare Caseworker
Brandi Sampson	DHS Child Welfare Caseworker
Pamela Rae McKay	DHS Child Welfare Supervisor

Robin Miller	DHS Child Welfare Caseworker
Betty I. Schropfer	DHS Admin Assistant
Teresa A. Traxler	DHS Financial Manager
Jamie Weber	DHS TANF Coordinator
Richard H. Pallesen	JC Detention Lieutenant
David Werner	JC Detention Lieutenant
Amanda K. Stivers	JC Administration Captain
Shelby Leigh Pepper	JC Detention Sergeant
Jaydan Brotton	JC Detention Sergeant
Heather Sheets	JC Detention Sergeant
Veronica Abeyta	JC Detention Sergeant
Ryan Stewart	JC Transport Sergeant
Brittani Kusel	JC Finance Director
Petra Stevans	JC Detention Officer
Kayla D. Deal	JC Detention Officer
Travis J. Gale	JC Detention Officer
Sheila Harford	JC Detention Officer
Travis Wolever	JC Detention Officer
Heather Kerkvliet	JC Detention Officer
Dustin Ross Troy	JC Detention Officer
David Anthony Troy II	JC Detention Officer
Mark Forry	JC Detention Officer
Michael Werner	JC Detention Officer
Angela Bintliff	JC Detention Officer
Linda M. Castilloreyes	JC Detention Officer
Eduardo A. Riosperez	JC Detention Officer
Alesso Anthony Capella	JC Control Operator
Dawn Dresen	JC Control Operator
Michelle Hewitt	JC Control Operator
Janice Kay Griese	JC Control Operator
Brittani Kusel	JC Finance Director
James F. Porterfield	JC Transport Officer
Noma D. Capella	JC Receptionist
Ryan M. Holcomb	Landfill Operator
Lorie Johnson	Landfill Operator
Thomas D. Hottinger	County Sheriff Maintenance Manager
Taylor Hernandez	Maintenance
Shanan Northcutt	Maintenance
Charles Crisenberry	Maintenance
Linda Davisson	Maintenance
Julie McCord	Maintenance
Benjamin Richard Gitzen	Maintenance
Michael S. Miller	Maintenance



Andrea K. Blake	NH Certified Nursing Assistant
Amber Morgan	NH Certified Nursing Assistant
Trinity Arfsten	NH Certified Nursing Assistant
Kimberly Davis	NH Certified Nursing Assistant
Kassandra Willis	NH Certified Nursing Assistant
Amanda S. Gobel	NH Certified Nursing Assistant
Amanda Gonzalez	NH Certified Nursing Assistant
Bridget Grooms	NH Certified Nursing Assistant
Angela Curry	NH Certified Nursing Assistant
Whysteria Curry	NH Certified Nursing Assistant
Kara Metzler	NH Certified Nursing Assistant
Joshua Wren	NH Certified Nursing Assistant
Audrey M. Friedman	NH Certified Nursing Assistant
Taylor D. Clarkson	NH Certified Nursing Assistant
Danielle Larrick	NH Certified Nursing Assistant
Angelique D. Cullip	NH Certified Nursing Assistant
Kaitlin S. Dewerff	NH Certified Nursing Assistant
Joanna Reyes	NH Certified Nursing Assistant
Alicia M. Jackson	NH Certified Nursing Assistant
Janessa G. Ramey	NH Certified Nursing Assistant
Gladys M. Wesley	NH Certified Nursing Assistant
Kylie Schneider	NH Certified Nursing Assistant
Judy Stover	NH Certified Nursing Assistant
Alejandra Vega Ortega	NH Certified Nursing Assistant
Wesley Smith	NH Certified Nursing Assistant
Megan Baker	NH Certified Nursing Assistant
Laura L. Hernandez	NH Certified Nursing Assistant
Kayla Denbo	NH Certified Nursing Assistant
Annette Kae Blake	NH Certified Nursing Assistant
Gricelda Klara Davisson	NH Certified Nursing Assistant
Missy Crisenberry	NH Dietary Supervisor
Joella Friedly	NH Director of Nursing RN
Randa Morgan	NH Environmental Aide
Sarah Fincher	NH Certified Nursing Assistant
Sandi Jones	NH Certified Nursing Assistant
Patty J. Denbo	NH Certified Nursing Assistant
Tabitha L. Arfsten	NH Certified Nursing Assistant
Sabrina Ann Hunt	NH Financial Accounting
Angela Morgan	NH Guide
Brenda Dilka	NH Housekeeping Manager/ Guide
Sarah Jean Stilwell	NH Certified Nursing Assistant
Bonnie E. Fraley	NH Licensed Practical Nurse
Michele Garrison	NH Licensed Practical Nurse

Kari Serl	NH Licensed Practical Nurse/ ADON
Jamie Arfsten	NH Licensed Practical Nurse/ Guide
Julie M. Walsh	NH Licensed Practical Nurse
Peggy N. Jones	NH Licensed Practical Nurse
Linda Kinnison	NH Licensed Practical Nurse
Breanna Haggard	NH Office Clerical
Teresa Klostriech	NH Registered Nurse
Diane Sawyer	NH Registered Nurse
Beverly Crabill	NH Registered Nurse
Crystal L. Davis	NH Registered Nurse
Lauren L. McMullen	NH Registered Nurse
Heather Otero Romero	NH Registered Nurse
Libbie Jo Schuetz	NH Social Services Manager
Ronald W. Garrison	NH Certified Nursing Assistant
Melodie A. Adolf	NH Certified Nursing Assistant
Anayeli Menchaca	NH Certified Nursing Assistant
Monique M. Armijo	NH Certified Nursing Assistant
Miranda L. Pruyne	NH Certified Nursing Assistant
John C. McCurdy	Road and Bridge District 1
Dickey Russel Noletubby	Road and Bridge District 1
James A. McCracken Jr.	Road and Bridge District 1
William Smith	Road and Bridge District 1
Dylan Smith	Road and Bridge District 1
Stanley Adolf	Road and Bridge District 1
Ronald Serl	Road and Bridge District 1
Kirk Wells	Road and Bridge District 1
George E. Bodkins	Road and Bridge District 1
James B. Hershey	Road and Bridge District 1
Tad C. Johnson	Road and Bridge District 1
Constance L. Rhea	Road and Bridge District 1
Brandon J. White	Road and Bridge District 1
John Eskew	Road and Bridge District 2
Larry R. English	Road and Bridge District 2
Robert E. Frick	Road and Bridge District 2
Vern C. Kessinger	Road and Bridge District 2
Danny Rogers	Road and Bridge District 2
William Mesdag	Road and Bridge District 2
Clint Elliott	Road and Bridge District 2
Michael Earl	Road and Bridge District 2
Byron Rogers	Road and Bridge District 2
Delmar E. Serl	Road and Bridge District 2
Rick Holcomb	Road and Bridge District 2
Dwayne Lawrenn Bowers	Road and Bridge District 3

Kiel D. Depue	Road and Bridge District 3
Joshua D. Green	Road and Bridge District 3
Scott H. Ramey	Road and Bridge District 3
Michael Hooper	Road and Bridge District 3
Douglas Fadenrecht	Road and Bridge District 3
Charles Rogers	Road and Bridge District 3
Jeremy L. Johnson	Road and Bridge District 3
Ty M. Anderson	Road and Bridge District 3
Jenna L. Velder	Road and Bridge District 3
Gerard D. O'Halloran	S.O. Lieutenant
Jose M. Pena	S.O. Patrol Corporal
Bradley Rhea	S.O. Patrol Deputy
Brynnan McCall	S.O. Patrol Deputy
Leotis B. Johnson	S.O. Patrol Deputy
Shanem Laverenz	S.O. Patrol Deputy
Sean Stohlman	S.O. Patrol Deputy
Catherine V. Dannar	S.O. Patrol Deputy
Amber Fincher	S.O. Records Clerk
Kimberly Guy	S.O. VALE/ VOCA Coordinator
Robert M. Furrow II	S.O. Undersheriff
Judith Ann Anderson	Deputy Treasurer
Debra A. Cooper	Elected Treasurer
Michelle L. Swan	Deputy Treasurer/ Public Trustee
Debra Sue Cowan	Deputy Treasurer/ Public Trustee
Kelsey Guy	PT Deputy Treasurer

On roll call vote, on a two to one vote being yes, the resolution was adopted.

**Resolution 13-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells to approve the following **independent contractor agreements** annually financed for the fiscal year 2019. Said independent contractors agreement shall not be considered employees of Washington County for any purpose whatsoever. Said contracts are approved pursuant to the terms contained therein.

Larry Johnson	Inspection Services
Valorie Kipp	Part-Time Fair Bookkeeper

On roll call vote, all votes being yes, the resolution was adopted.

**Resolution 14-2019** It was moved by Commissioner Wells and duly seconded by Commissioner Willeke to appoint the following individuals to serve at the pleasure of the Board as **ambulance personnel**

subject to policies and procedures as may be adopted by the Board of County Commissioners, however, these individuals receive a stipend and shall not be considered employees of the County, to wit;

Leresa Atwood	Ambulance
Chantel Benish	Ambulance
Randy Benish	Ambulance
Mathew Brent	Ambulance
Jaydan Brotton	Ambulance
Kelly Chenoweth	Ambulance
Rick Chenoweth	Ambulance
Sharon Chenoweth	Ambulance
Dell Cowan	Ambulance
Gary L. Dutton	Ambulance
Linda Hardesty	Ambulance
Walter L. Hardesty	Ambulance
Lori Hardy	Ambulance
Jennifer Hill	Ambulance
Jennifer Kraich	Ambulance
Dianna Levin	Ambulance
Mike McCaleb	Ambulance
Patrick B. McCall	Ambulance
Jessica Melroy	Ambulance
Jerry W. Morris	Ambulance
Jordan Riley	Ambulance
Garrett Strobel	Ambulance
Nicole Thompson	Ambulance
Christine Wagers	Ambulance
Tony Wells	Ambulance

On roll call vote, all votes being yes, the resolution was adopted.

**Resolution 15-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells to acknowledge receipt from the Washington County Coroner of his appointments of the following individuals to serve as **deputy coroners** on behalf of his office. Said acknowledgement being made simply to reflect his authority under C.R.S. 30-10-602 with full authority and power to act in the absence of the County Coroner during their appointment and his term as the elected official, unless and until their appointment is revoked. These individuals shall receive a stipend and shall not be considered employees of Washington County:

J. Collin Patterson  
Deb Rogers  
Leah Wells

On roll call vote, all votes being yes, the resolution was adopted.

**Resolution 16-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells that it shall be the responsibility of all elected officials and department heads to provide a current list of employees and vacant unfilled approved positions to the Board of County Commissioners by February 1st and August 1st for **salary publication** requirements pursuant to C.R.S. 30-25-111 and by December 15th for inclusion in the 2019 reorganization process. In addition, all elected officials and department heads will provide the county with their current contact information and keep such information updated at all times.

On roll call vote, all votes being yes, the resolution was adopted.

7. Appointed Boards and Commissions: The next item of business was the matter of the appointment of individuals to serve on County approved Boards and Commissions. The Board of County Commissioners did review the present list of previous board appointments and after this matter was fully discussed, the Board took the following action, to wit;

**Resolution 17-2019** It was moved by Commissioner Wells and duly seconded by Commissioner Willeke that the following **persons are appointed / reappointed or currently serving at the pleasure of the Board** of County Commissioners, to serve on the Boards, Commissions and/or Committees as hereinafter set forth. Said appointments shall be for a one year period unless otherwise noted and said appointees shall serve at the pleasure of the Board. Said appointees may be removed with or without good cause shown by action of the Board. Date shown is when term expires (for multiple year terms only.)

**Employee Review Committee:** The following individuals are appointed as of January 9, 2019. The terms for each individual selected by his or her department will be for two years.

Regular meeting time is the 3rd Wednesday of the month. Date may be subject to change.

Vacant (SO)	January 2020
Debra Cowan (Treas.)	January 2020
Scott Ramey (Dist. 3)	January 2021
Rob Frick (Dist. 2)	January 2021
Vacant (Ambulance)	January 2020
Brent Hershey (Dist.1)	January 2020
Lori Barkey (Clerk)	January 2021
Bevelee Eskew (Assessor)	January 2020
Vacant (Justice)	January 2020
TJ Hernandez (Maint.)	January 2020
Brandi Sampson (DHS)	January 2021
Breanna Haggard (NH)	January 2020
Jeannie Lambertson (Extension)	January 2021
Marsha Jesse (Admin/Finance/Landfill)	January 2021

#### **Airport Development Board**

Regular meeting time is the 1st Monday in the month. Date may be subject to change.

John Wright - Citizen  
- County

**Centennial Mental Health**

Regular meeting time is the 2nd Thursday in the month. Date may be subject to change.

Kimberly Wells – Citizen

**Colorado Oil & Gas Commission**

Larry Griese

**Eastern Regional Workforce Board**

Lea Ann Laybourn – Washington County Representative  
Vacant– Lead Elected Official – (Cross Index Reso 56-2010)

**Colo. State University Extension, Golden Plains Area Director**

Dennis Kaan

**Eastern Colorado Roundup Fair Board** (Three-year terms)

Regular meeting time is the 4th Monday in the month (date may be subject to change).

Alan Basler (Dist 1)	January 2020
Christina Wagers (Dist 3)	January 2020
Phil Sims (Dist 2)	January 2021
Trent Twiss (Dist 2)	January 2021
Mike Anderson (Dist 1)	January 2022
Robert Frick (Dist 2)	January 2022
Chad Young (Dist 3)	January 2022

**High Plains Regional Emergency Medical Services Council Board** (Three-year terms)

High Plains Regional Emergency Medical Services Council in Akron, CO formed as described in section 170(b)1)(a)(vi) of the Code, Gifts, grants, or loans to other organizations. Foundation – Organization which receives a substantial part of its support from a governmental unit of the general public. They have a separate EIN number (Tony Wells – Ambulance Service EIN 841437008). Meets as needed for Educational Purposes

J. Collin Patterson	January 2022
Jerry Morris	January 2021

**Northeast Colorado Regional Emergency Trauma Advisory Council** (Two-year terms)

Regular meeting time is the 3rd Tuesday in the month. Date may be subject to change.

J. Collin Patterson	January 2020
Jerry Morris	January 2022

**Northeast Colorado Bookmobile Service Board** (Three-year terms)

Sue Stackhouse	January 2020
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**W-Y Combined Communications Board (Two-year terms)**

Regular meeting time is the 3rd Thursday in the month, date may be subject to change.

J. Collin Patterson	EMS	January 2022
Alan Hussey	Fire	January 2020
Jon Stivers	Sheriff	January 2021

**Washington-Yuma Counties Emergency Telephone Service Authority Board (Three-year terms)**

Larry Smith	January 2020
Alan Hussey	January 2022
David Foy	January 2021

**Washington County Nursing Home Advisory Board (Five-year terms)**

Regular meeting time is the last Wednesday in the month, date is subject to change.

Terry Kuntz	January 2023
Edna Dalton	January 2021
Rex Pieper	January 2021
Carol Benjamin	January 2020
Vacant	January 2020
Maggie Eskew	January 2022
Colleen Johnson	January 2022

**Washington County Housing Authority Board (Five-year terms)**

Regular meeting time is the last Wednesday in the month, date is subject to change.

Terry Kuntz	January 2023
Edna Dalton	January 2021
Rex Pieper	January 2021
Carol Benjamin	January 2020
Vacant	January 2020
Maggie Eskew	January 2022
Colleen Johnson	January 2022

**Washington County Pest and Weed Control District Advisory Committee (Three year terms)**

Board appointed according to C.R.S. 35-5-105, to serve at the pleasure of the Board of County Commissioners.

Regular meeting time is the 1st Monday in the month (date is subject to change).

Ron Kraich	Supervisor
Pat Basler	January 2020
Ed Corman	January 2022
Marlin Snyder (Chairman)	January 2022
Barney Filla	January 2020
Wayne Florian	January 2021

**Washington County Local Noxious Weed Advisory Committee (One year term)**

Board appointed according to C.R.S. 35-5.5-107, to serve at the pleasure of the Board of County Commissioners. Meeting time is at the discretion of the Committee Chairman.

Jeremy Shook (Chairman)	January 2020
Dollie Gonzales	January 2020
Wilbur Strickert	January 2020
Dick Diamond	January 2020
Rob Slusser	January 2020
Richard Holtorf	January 2020

**Washington County Planning Commission (Three-year terms C.R.S. 30-28-103)**

Regular meeting time is the 3rd Monday in the month, date is subject to change

John Wright (District 1)	January 2022
Allen Hussey (District 3)	January 2021
Vacant )	January 2019
Renee' Koch (District 2)	January 2022
Steve Diamond (District 1)	January 2020
Orvale Jefferson (District 1)	January 2021
Fred Raish (District 1)	January 2020
Rodney Palser (District 2)	January 2021
Kate Kinney (District 3)	January 2020

**Republican River Water Conservation District (RRWCD)**

Stan Laybourn	October 2020
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**Washington County Building Authority Board**

Meeting time is at the discretion of the Commissioners

Tony Wells	January 2020
Leland Willeke	January 2020
Lea Ann Laybourn	January 2020

**Washington County Hazmat Response Team**

Hazmat Technician Level

- Mike McCaleb – Past OEM
- Tony Claflin – Akron Fire
- Brandon Fincher – Akron Fire
- Mike Rudnik – Southwest Fire
- Nichol Rudnik – Southwest Fire
- Kelly Chenoweth – Washington County Ambulance

Hazmat Operations Level



Bryant McCall – OEM/Otis Fire / Washington County Ambulance/DERA  
Steve Vasquez – Akron Fire  
Chris Marsten – W-Y Communication Center  
Brent McCracken – Southwest Fire  
Matt Rudnik – Southwest Fire  
Robbie Carman – Akron Fire  
Steve Marshall - Akron Fire  
John Cooper – Southwest Fire  
Jenifer Cooper - Southwest Fire

Local Emergency Planning Committee

Bryant McCall - Washington County OEM  
J. Collin Patterson - Washington County Ambulance Service  
Ronnie Marshall - Cope Fire Dept.  
Josh Kusel - Akron Fire Dept.  
Trent Alexander - Otis Fire Dept.  
Rick Chenoweth - SW Washington County Fire Dept.  
Randy Hayes - Town of Akron  
Chet Kenney - Anton Coop  
Corby Kneedler - CHS  
Dallas Bowin - Coroner  
Vickie Gillette - Yuma District Hospital  
Julie McCaleb - Smithfield Foods  
Don Lambertson - Washington County CERT  
Lea Ann Laybourn - Washington County Commissioner  
Kelly Chenoweth - Washington County Hazmat Team  
Mike McCaleb - Past OEM  
Eklin Cheman – Airport

On roll call vote, all votes being yes, the resolution was adopted.

**Resolution 18-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells to appoint the following **Board members** to the hereinafter **designated committees, commissions, boards and bodies**. Said commissioner may represent the interests of Washington County and shall report to the entire board any and all activity involving said representation. Nothing within this resolution should be construed so as to allow one commissioner to bind or otherwise commit the expenditure of county funds without official Board action.

**Tony Wells**

CCI Steering Committees

Centennial Mental Health  
Eastern Colorado Roundup Fair Advisory Board  
Eastern Transportation Planning Region  
Golden Plains Area Ag Board  
Northeast Colorado Department of Health  
North East Regional Emergency Trauma Advisory Council (NERETAC)  
Northeast Colorado Economic Development District  
Northeastern Colorado Revolving Loan Fund  
Pro 15  
Washington County Board of Human Services  
Washington County Local Noxious Weed Advisory Committee  
Washington County Planning Commission  
W-Y Communications Board

**Leland Willeke**

CCI Steering Committees  
Eastern Colorado Roundup Fair Advisory Board (ex officio)  
Golden Plains Area Ag Board  
Northeast Colorado Economic Development District  
Washington County Board of Human Services  
Washington County Local Noxious Weed Advisory Committee (ex officio)  
Washington County Planning Commission (ex officio)  
W-Y Communications Board (ex officio)

**Lea Ann Laybourn**

Baby Bear Hugs Advisory Committee  
CCI Steering Committee  
Court Security Team  
Early Childhood Council  
Eastern Colorado Roundup Fair Advisory Board (ex officio)  
Eastern Transportation Planning Region  
Eastern Workforce Development Board  
Golden Plains Area Ag Board  
Non-Emergent Transportation Committee  
Northeast Colorado Association of Local Government  
Northeast Colorado Economic Development District  
Pro 15  
VALE Board  
Washington County Board of Human Services  
Washington County Planning Commission (ex officio)  
Washington County Local Noxious Weed Advisory Committee (ex officio)  
W-Y Communications Board (ex officio)

On roll call vote, all votes being yes, the resolution was adopted.

**8. Travel by County Officials and Employees:** The next item of business was the reimbursement for travel by County Officials when the Board of County Commissioners or appropriate elected official authorizes such travel.

**Resolution 19-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells pursuant to C.R.S. 30-11-107(t) to authorize **reimbursement** for use of personal vehicle for elected officials and county employees in the amount of \$0.485 for each mile actually and necessarily traveled while on official county business.

On roll call vote, all votes being yes, the resolution was adopted.

**9. Payroll and Expenses / General Accounting Records:** The next item of business was the payment of accounts for the various County offices and deadlines for Payroll and Expense vouchers.

**Resolution 20-2019** It was moved by Commissioner Wells and duly seconded by Commissioner Willeke pursuant to C.R.S. 30-11-121 and C.R.S. 30-11-107 (b) to adopt the following **schedule for payment of County expenses**. Expense Vouchers are due by noon on Fridays throughout the year except Fridays or Mondays that may fall during county closures. In that event these Vouchers are due by noon on Thursday prior to the closure. These Vouchers must be on time or they will not be paid until the next accounts payables processing period, unless the Board grants an exception. The Board authorizes the Finance Office to finalize all payroll prior to the Board's ratification. Payroll vouchers, time off requests and timesheets must be turned in by the timetable provided by the Finance Office.

On roll call vote, all votes being yes, the resolution was adopted.

**10. Observing Holidays and Weather Days:** The next item of business to come before the Board of County Commissioners was the matter of setting the holidays Washington County will observe for the 2019 calendar year.

**Resolution 22-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells pursuant to C.R.S. 30-11-107 (e) to approve the following **Holiday schedule** which will be observed by Washington County, during the 2019 calendar year. In any case, if said Holiday falls on Saturday, the Friday preceding the holiday shall be observed as the Holiday and if the Holiday falls on Sunday, then the Monday following shall be observed as the Holiday.

Presidents Day	Monday, February 18, 2019
Memorial Day	Monday, May 27, 2019
Independence Day	Thursday, July 4, 2019
Labor Day	Monday, September 2, 2019
Columbus Day	Monday, October 14, 2019
Veterans Day	Monday, November 11, 2019
Thanksgiving Day	Thursday, November 28, 2019
Day after Thanksgiving	Friday, November 29, 2019

Day before Christmas  
Holiday for Christmas Day  
Holiday for New Year's Day

Tuesday, December 24, 2019  
Wednesday, December 25, 2019  
Wednesday, January 1, 2020

On roll call vote, all votes being yes, the resolution was adopted.

**Resolution 22-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells that the Board of County Commissioners finds that each year the County of Washington is subject to **severe storms**. If an employee is unable to make it to work due to weather conditions, then vacation time will be deducted.

On roll call vote, all votes being yes, the resolution was adopted.

11. **Employee and Elected Official Health Insurance:** The next item of business to come before the Board of County Commissioners was the matter of providing for medical, vision and dental insurance for eligible county employees and elected officials. After the matter was fully discussed and the Board of County Commissioners was fully advised, the Board took the following action:

**Resolution 23-2019** It was moved by Commissioner Wells and duly seconded by Commissioner Willeke that those **full-time permanent employees, and eligible contract employees**, while employed by the County of Washington, at the employee's discretion, shall be **insured with Colorado Technical Services Inc., County Health Pool**, for the calendar year 2019. Premium payment for an eligible employee shall be per stated schedule on file in the Finance Office. Washington County also offers dental and vision insurance at the expense of the employee. The plans are available within the Commissioner's office and are subject to change by the carrier, with or without notice, to the employee. The County provides this insurance as a benefit and cannot make contractual representations regarding extent of coverage. The County also provides term life insurance in the amount of \$20,000 for each full-time permanent employee and for eligible contract employees. This amount is pro-rated downward after an employee reaches the age of 65 years. The County also provides an accidental death and dismemberment insurance policy in the amount of \$20,000.00 for each full-time permanent employee and for eligible contract employees.

On roll call vote, all votes being yes, the resolution was adopted.

12. **Reimbursement for Out of County Expenses:** The next item of business to come before the Board of County Commissioners was the matter of determining meal reimbursement for the cost of meals incurred by County officials and/or employees who are required to be outside of the County and/or must remain overnight away from Washington County to carry out their job assignment or job duties. After review and after the Board of County Commissioners was fully advised, the Board took the following action.

**Resolution 24-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells that when elected officials and/or employees of the County are required to work on behalf of the

County and/or are required to stay away from home and outside of the County overnight in order to carry out their job assignment or the duties of the County job, they shall be entitled to a **reimbursement for meals and lodging**. Lodging should be paid for by county warrant in advance whenever possible. Reimbursement for all meals and lodging shall be supported by meal checks and lodging receipts.

On roll call vote, all votes being yes, the resolution was adopted.

**13. Workers Compensation Providers – County Employees:** The next item of business to come before the Board of County Commissioners was the matter of designating for the next calendar year the medical service providers in conjunction with “Worker’s Compensation Claims” for Washington County employees. After the available and qualified medical personnel were reviewed and discussed and after the Board of County Commissioners was fully advised, the Board took the following action:

**Resolution 25-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells that the following **medical personnel** are, by these presents designated and appointed as medical service providers in conjunction with “**Worker’s Compensation Claims**” for Washington County employees for the calendar year 2019 or until their successors are designated and appointed by further Resolution and order of the Board of County Commissioners:

Akron Clinic 85 Main Ave. Akron, CO 80720 970-345-6336	Yuma Clinic 1000 W 8th Ave. Yuma, CO 80701 970-848-3896
OCCUMED Banner Health System 2400 W. Edison Brush, CO 80723 970-842-9866	OCCUMED Banner Health System 615 Fairhurst Sterling, CO 80751 970-521-3229

On roll call vote, all votes being yes, the resolution was adopted.

**14. Designation of Official County Newspaper, Publications and Publication Rates:** The next item of business to come before the Board of County Commissioners was the designation of an official newspaper published within the county as the official newspaper of the county. After the Board of County Commissioners was fully advised, the Board of County Commissioners found that two newspapers which meet the requirements of a legal newspaper as set forth by C.R.S. 24-70-103 and having general circulation throughout the County, are the AKRON NEWS REPORTER, published in Akron, Washington County, Colorado, the County seat of the County, and the OTIS TELEGRAPH, published in Otis, Washington County, Colorado,. After review and after the Board of County Commissioners was fully advised, the Board took the following action:

**Resolution 26-2019** It was moved by Commissioner Wells and duly seconded by Commissioner Willeke that the Akron News Reporter, a weekly newspaper published in Akron, Washington County, Colorado,

and the Otis Telegraph, a weekly newspaper published in Otis, Washington County, Colorado with general circulation within the County, are hereby designated as the official legal newspapers of Washington County, Colorado. Therefore, **all legal notices and/or advertisements** caused to be published by the Board of County Commissioners and/or by any elected official or department head **shall be published in the Akron News Reporter, Akron, Colorado and/or Otis Telegraph, Otis, Colorado.** The rates for legal notices or advertisements caused to be made by the Board of County Commissioners and/or elected officials shall be in accordance with the provisions of C.R.S., 24-70-107, which is \$0.44 for each single column line at 6 point type and shall not exceed \$0.32 per line for each subsequent insertion. The designated official legal newspaper or both newspapers if dual publication is determined to be made shall be paid upon publication of any legal notices or advertisements, and then only when said newspaper(s) issue a Proof of Publication to be made and delivered in accordance with C.R.S. 24-70-105. School Districts shall advise the county of the appropriate publication when required.

On roll call vote, all votes being yes, the resolution was adopted.

**Resolution 27-2019** It was moved by Commissioner Willeke and seconded by Commissioner Wells, that in accordance with C.R.S., 30-25-111 the Board of County Commissioners shall **publish** in the Akron News Reporter and/or the Otis Telegraph a report of each claim, (except salary warrants), and **expenditures allowed and paid by the County** and taxes rebated, disclosing the name and the amount paid to each individual or firm, a description of the service or material furnished to the County, and as to other items, the nature of the claim, disclosing the fund charged with each expenditure. Such report shall contain a statement of any contracts for the expenditure of money not paid immediately made by the Board of County Commissioners, disclosing the nature and purpose of the contract, the parties thereto, and the amounts involved therein. Such reports shall be published at least monthly within thirty (30) days following the end of the period for which made. The County Financial Directors shall provide to the Board of County Commissioners all information necessary for the publication. The published report shall state that it is published under the direction of the Board of County Commissioners. Nothing contained in this Resolution shall be construed as requiring the Board of County Commissioners to publish or make public the names of, or individual public welfare payments to or on behalf of, indigent persons receiving assistance from public welfare programs financed, in whole or in part, by Federal, State, and County funds, or any combination thereof, when such publication is specifically forbidden by law. Said publication(s) to be made provided that the newspaper(s) charge the County the current statutory rate as set forth within Resolution 25-2019 and a proof of publication is tendered prior to payment by the County.

On roll call vote, all votes being yes, the resolution was adopted.

**Resolution 28-2019** It was moved by Commissioner Wells and duly seconded by Commissioner Willeke that the **salary information for all County Employees and Officials** shall be published twice a year in the manner provided in subsection (1)(1.5) of C.R.S. 30-25-111 in the Akron News Reporter and/or the Otis Telegraph. The first publication shall be in August and shall include each employee by title and gross monthly salary for the prior June. The second publication shall be in February and shall list each employee by title, along with the total amount of gross salary paid to such employee during the prior calendar year.

Each publication of salary information shall be accompanied by the county-wide average percentage of salary that is paid in addition to regular wages as fringe benefits, including but not limited to insurance, medical care, retirement plans, housing, transportation, or other subsidized expenses. Said publication(s) to be made provided that the newspaper(s) charge the County the current statutory rate as set forth within Resolution 26-2019 and a proof of publication is tendered prior to payment by the County.

On roll call vote, all votes being yes, the resolution was adopted.

**Resolution 29-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells that the **delinquent tax list** required to be published pursuant to C.R.S. 39-11-105 shall be published in the Akron News Reporter and/or the Otis Telegraph. Said publication(s) to be made provided that the newspaper(s) charge the County the current statutory rate as set forth within Resolution 25-2019 and a proof of publication is tendered prior to payment by the County.

On roll call vote, all votes being yes, the resolution was adopted.

**Resolution 30-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells that the **semi-annual financial statement** required to be published pursuant to C.R.S. 30-25-111 subsection (2) as furnished to the Board of County Commissioners by the County Treasurer be **published** in the Akron News Reporter and/or the Otis Telegraph. Said publication(s) to be made provided that the newspaper(s) charge the County the current statutory rate as set forth within Resolution 25-2019 and a proof of publication is tendered prior to payment by the County.

On roll call vote, all votes being yes, the resolution was adopted.

**Resolution 31-2019** It was moved by Commissioner Wells and duly seconded by Commissioner Willeke that the notice relating to **vacancies on commissions, boards, and committees** and also such commissions, committees or boards which are required by State statutes shall be published in October of 2019 in the Akron News Reporter and the Otis Telegraph. Said publication(s) to be made provided that the newspaper(s) charge the County the current statutory rate as set forth within Resolution 26-2019 and a proof of publication is tendered prior to payment by the County.

On roll call vote, all votes being yes, the resolution was adopted.

**Resolution 32-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells that the notice relating to the **Board of Equalization** meeting for 2019 as required by C.R.S. 39-8-104 be published on or about June 7, 2019 in the Akron News Reporter and/or the Otis Telegraph. Said publication(s) to be made provided that the newspaper(s) charge the County the current statutory rate as set forth within Resolution 26-2019 and a proof of publication is tendered prior to payment by the County.

On roll call vote, all votes being yes, the resolution was adopted.

**Resolution 33-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells that the **notice relating to the proposed budget** as required by C.R.S. 29-1-106 for the 2019 fiscal year

for Washington County be published in the Akron New Reporter and/or the Otis Telegraph prior to the date and time of the hearing at which the adoption of the proposed budget will be considered. Said publication(s) to be made provided that the newspaper(s) charge the County the current statutory rate as set forth within Resolution 25-2019 and a proof of publication is tendered prior to payment by the County.

On roll call vote, all votes being yes, the resolution was adopted.

15. **Designation of Road and Bridge Districts:** The next item of business was the matter of dividing the County into three (3) area Road Districts with a Commissioner designated as the official for each District who would be responsible for the construction, repair and maintenance of County roads within the designated District. After the matter had been fully reviewed and the prior division of the County into Road and Bridge Districts had been considered, the Board took the following action:

**Resolution 34-2019** It was moved by Commissioner Wells and duly seconded by Commissioner Willeke that the County of Washington is hereby divided into **three (3) Road and Bridge Districts** with each Commissioner living in their respective District and hereby appointed as the official to oversee and be primarily responsible to the County residents in that District of the construction, repair and maintenance of County roads and bridges in that District.

District I shall be all of that portion of the County from County Road 60 to County Road 22, County Road A to County Road GG.

District II shall be all of that portion of the County from County Road 60 to County Road 22, County Road GG to County Road AAA.

District III shall be all of that portion of the County from County Road 22 to County Road 0, County Road A to County Road AAA.

This resolution should not be construed to delegate the Board's ultimate authority and/or duty to any one (1) Commissioner and all budgetary actions and determinations related to the final operation of the **County Road and Bridge System** shall be a determination made by a majority vote of the Board of County Commissioners. The day-to-day administration of the County Road and Bridge System shall be the responsibility of the designated Commissioner in their respective road and bridge district. Any material violation of the power or authority by any one Commissioner will be subject to review and correction by the full Board of County Commissioners.

On roll call vote, all votes being yes, the resolution was adopted.

16. Annual Maintenance and Operation – County Translator Towers: The next item of business to come before the board of County Commissioners was the matter of the County Translator Tower maintenance. After the matter was reviewed and the Board of County Commissioners was fully advised, the Board took the following action:



**Resolution 35-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells that TV reception over most of the area in Washington County, Colorado is enhanced by the maintenance and operation of the two (2) **TV Translator Towers** making up the County Digital TV Translator System. Such system does provide a definite communication and entertainment service to the residents of Washington County, Colorado; therefore, payment is authorized to **RF Systems, LLC**, pursuant to an Intergovernmental Agreement with Logan County to maintain the Translator Tower equipment.

On roll call vote, all votes being yes, the resolution was adopted.

**Resolution 36-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells that the Board authorizes renewal of the following **leases for use of the land** upon which the two (2) **Translator Towers** are located pursuant to the terms contained therein.

Gulley Lease  
Robert Clement Diamond Trust

On roll call vote, all votes being yes, the resolution was adopted.

17. **Washington County Landfill Hours and Fees:** The next item of business to come before the Board of County Commissioners was the hours and establishment of the 2019 landfill fees. After this matter was reviewed and after the Board of County Commissioners was fully advised, the Board took the following action:

**Resolution 37-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells to approve the following **operational criteria** for the Washington County **Landfill** and establish the following **fee schedule** for calendar year 2019:

**WASHINGTON COUNTY LANDFILL**

Operational Rules and Regulations

Receiving Mondays, Tuesdays, Wednesdays, and Fridays 8:00 a.m. to 4:00 p.m.

**\*\*CLOSED THURSDAYS\*\***

Saturday openings will be determined at a later date. All charges apply

(970) 345-0789 or (970) 554-0522

Washington County Residents	\$25.00 per ton. Minimum charge of \$25.00 per trip
Out of County Residents	\$30.00 per ton. Minimum charge of \$30.00 per trip
Commercial Rate (Out of County)	\$30.00 per ton
Scale Charge	\$ 3.00 each trip
Ag Bags	\$45.00 per bag
Shingles	\$15.00 per ton
Mattresses	\$15.00 each + weight
Padded Furniture	\$15.00 each + weight
Creosote Wood Products	\$50.00 per ton

Diverted & Weighed Separately

Tires:

Tires – auto (up to 16”)	\$ 5.00 each + weight
Tires – truck 16.5” to 24.5”	\$ 7.00 each + weight
Tires – tractor/grader 24.5” & up	\$30.00 each + weight
Tires – loader and scraper	\$25.00 each + weight
Tire Dismount Charge	\$12.00 per dismount plus tire charge

Appliances:

Freon free (drained and tagged)	\$ 10.00 each + weight
Freon (not drained)	\$30.00 each + weight
Non -Freon	\$ 10.00 each + weight

Batteries \$ 5.00 each

All Loads not properly secured may be subject to **Double Charge**.

All Tires, Batteries & Appliances in trash - **Charged Double**

All Concrete, Metal, Lawn Mowers, Trees, Wire, Tires, Batteries and Appliances **must** be sorted and placed in designated areas.

There will be a **double charge** to dump after hours at the discretion of the Landfill Manager.

The Washington County Landfill will not accept waste on days of high winds (over 25 MPH) or inclement weather. There will be no trespassing allowed after hours. Violators will be prosecuted.

On roll call vote, all votes being yes, the resolution was adopted.

18. **Depositories for County Treasurer:** The next item of business to come before the Board of County Commissioners was the matter of approving and designating state banks, national banks and savings and loans associations, according to C.R.S. 30-10-708. After this matter was reviewed and after the Board of County Commissioners had been fully advised, the Board took the following action:

**Resolution 38-2019** It was moved by Commissioner Wells and duly seconded by Commissioner Willeke that pursuant to C.R.S. 30-10-708 the County Treasurer shall deposit all the funds and monies of whatever kind that come into the Treasurer’s possession by virtue of the office, in the Treasurer’s name as Treasurer, in one or more state banks, national banks, or, in compliance with the provisions of C.R.S. 11-47-101 et. seq. Said depositories shall be approved and designated by written resolution duly adopted by a majority vote of Board of County Commissioners, which shall be entered into the minutes. Therefore, the Board of County Commissioners of Washington County, Colorado does hereby approve

and designate the following as **depositories for the Washington County Treasurer** to use to deposit funds and invest county money:

Bank of Colorado, Akron Branch  
Colotrust Plus and Prime, Colorado Local Government Liquid Asset Trust  
Equitable Savings and Loan Association, Akron Branch  
Farmers State Bank of Brush, Akron Branch  
Hart Financial LLC, Mark Hart, Financial Consultant  
TBK Bank, Akron Branch  
TBK Bank, Otis Branch

On roll call vote, all votes being yes, the resolution was adopted.

**19. List of Contracts:** The next item of business to come before the Board of County Commissioners was the requirement pursuant to C.R.S. 29-1-205 to provide a list of intergovernmental contracts to the Division of Local Government. After this matter was reviewed and after the Board of County Commissioners had been fully advised, the Board took the following action:

**Resolution 39-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells to direct the County Clerk and Recorder of Washington County to provide an updated information list of **all Intergovernmental Contracts to the Division of Local Government** for the State of Colorado by February 1, 2019.

- a. Boundary Agreements with Otis and Akron
- b. Law Enforcement Agreement with Town of Akron
- c. Law Enforcement Agreement with Town of Otis (11/15/2013)
- d. Intergovernmental Agreements for Emergency Management
  1. Otis Rural Fire Protection District (02-07-2005)
  2. Cope Rural Fire Protection District (03-03-2005)
  3. Akron Rural Fire Protection District (03/02/2005)
  4. Washington County Sheriff's Office (02-10/2005)
  5. Southwest Fire Protection District (03-07-2005)
  6. Town of Otis (01-14-2005)
  7. Washington County with State of Colorado (01/12/2004)
  8. Northeast Public Affairs Collaborative. (2008)
  9. MOU Northeast Colorado Health Department – Pandemic. (1/11/2010)
  10. MOU Washington County Sheriff and Colorado Dept. of Corrections (7/10/2007)
  11. IGA for Mutual Emergency Aid with Town of Akron and Town of Otis.
  12. MOU Washington County and Colorado Dept. of Corrections (5/21/2013)
  13. Morgan County Board of Commissioners (gravel pits)

On roll call vote, all votes being yes, the resolution was adopted.

**20. Jail Visitation Day:** The next item of business to come before the Board of County Commissioners was the requirement pursuant to C.R.S. 17-26-126 to make a personal examination of the Washington County Jail on or about April 16th of its sufficiency, and the management thereof and to correct all irregularities and proprieties therein found. After this matter was reviewed and after the Board of County Commissioners had been fully advised, the Board took the following action:

**Resolution 40-2019** It was moved by Commissioner Wells and duly seconded by Commissioner Willeke that pursuant to C.R.S. 17-26-126 the Board of County Commissioners , as often as they deem necessary, but at least once **annually make a personal examination of the jail** of its county, its sufficiency, and the management thereof and to correct all irregularities and improprieties therein found. This visit this year shall be April 23, 2019.

On roll call vote, all votes being yes, the resolution was adopted.

**21. Ambulance and Emergency Management Service Fees:** The next item of business to come before the Board of County Commissioners was the requirement to set the fees for the provision of ambulance charges for the calendar year 2019. After this matter was reviewed and after the Board of County Commissioners had been fully advised, the Board took the following action:

**Resolution 41-2019** It was moved by Commissioner Wells and duly seconded by Commissioner Willeke to approve the following **fee schedule for the Washington County Ambulance Service and Hazmat Fees** and establish the following **fee schedule** for calendar year 2019:

#### **Washington County Ambulance Service and Hazmat Fees**

Basic Life Support Base Rate Non-Emergency:	\$1400.00
Basic Life Support Base Rate Emergency:	\$1400.00
Advanced Life Support Base Rate Non-Emergency:	\$1450.00
Advanced Life Support Base Rate Emergency:	\$1500.00
Advanced Life Support Base Rate Level 2:	\$1800.00
Basic Life Support Mileage:	\$ 25.00 per mile
Advanced Life Support Mileage:	\$ 25.00 per mile
Extrication	\$ 250.00
Stand By per hour charge	\$ 250.00
Billing Fee Schedule for Washington County Designated Emergency Response Authority	
ON-SCENE COMMAND VEHICLE (private pickup)	\$ 60.00 per hour and \$.48.5 per mile
COUNTY HAZMAT TRAILER	\$150.00 per hour and \$ .48.5 per mile
DERA UNIT (portable)	\$ 60.00 per hour and \$.48.5 per mile
EMS AMBULANCE	\$250.00 per hour
SHERIFF DEPT. VEHICLE	varies depending on situation
INCIDENT COMMAND STAFF	\$ 50.00 per hour
HAZMAT TECHNICIAN	\$ 50.00 per hour
HAZMAT OPERATIONS	\$ 40.00 per hour

EMS-ALS STAFF \$ 40.00 per hour  
 EMS-BLS STAFF \$ 30.00 per hour  
 SHERIFF DEPT. STAFF varies depending on situation, consumable costs will be billed as actual replacement costs

On roll call vote, all votes being yes, the resolution was adopted.

22. **Event Center Fees:** The next item of business to come before the Board of County Commissioners was the requirement to set the fees for the provision of Event Center fees for the calendar year 2019. After this matter was reviewed and after the Board of County Commissioners had been fully advised, the Board took the following action:

**Resolution 42-2019** It was moved by Commissioner Wells and duly seconded by Commissioner Willeke to approve the following **fee schedule for the Event Center** and establish the following **fee schedule** for calendar year 2019:

**Washington County Event Center**

Large Room:	\$175.00	All Events not county sponsored
Medium Room:	\$ 75.00	All Events not county sponsored
Small Room:	\$ 15.00	All Events not county sponsored
Whole Building:	\$250.00	All Events not county sponsored per day
Decorating/Clean up	\$ 75.00	Per day (Friday/Sunday)
Cleaning Fee:	\$ 25.00	Per man hour
Damage Deposit:	\$150.00	Refundable
Set Up Fee:	\$ 25.00	Set up and take down of tables and chairs by WC personnel for parties under 100.
Alcohol Deposit:	\$500.00	Subject to Sheriff's Patrol (refundable – in addition to regular deposit)

County departments, Board of County Commissioner appointed or advisory Boards, Commissions and/or Agencies and agricultural youth organizations such as the 4-H clubs and Future Farmers of America (FFA) are exempt from the payment of fees for utilization of the Event Center. However, these youth organizations shall be required to tender a refundable damage deposit.

On roll call vote, all votes being yes, the resolution was adopted.

23. **Fairground Fees:** The next item of business to come before the Board of County Commissioners was the requirement to set the fees for the provision of fairground fees for the calendar year 2019. After this matter was reviewed and after the Board of County Commissioners had been fully advised, the Board took the following action:

**Resolution 43-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells to approve the following **fee schedule for the Fairgrounds** and establish the following **fee schedule** for calendar year 2019:

**Washington County Fairground**

Arena:	\$ 50.00 (all day)
	\$ 35.00 (per 4 hour session)
Damage Deposit:	\$100.00 (refundable)
Lights:	\$ 5.00 per hour
PA System:	\$ 10.00 per event
Tractor and Operator:	\$ 40.00 per hour
Arena Concession Stand (Rent)	\$ 35.00 per event
Arena Concession Stand (deposit)	\$ 50.00 per event
Carnival Building Space:	\$ 40.00 per event
Grandstand booth:	\$ 85.00 water & lights (for Fair week)
Grandstand booth:	\$ 40.00 no water (for Fair week)
Midway space:	\$ 40.00 electricity (for Fair week)
Midway space:	\$ 35.00 no electricity (for Fair week)
Horse Stalls:	\$ 2.00 per day per stall
RV Hookups:	\$ 15.00 per night (permit required)

County departments, Board of County Commissioner appointed or advisory Boards, Commissions and/or Agencies and agricultural youth organizations such as the 4-H Clubs and Future Farmers of America exempt from the payment of fees for utilization of the Fair Grounds. However, these youth organizations shall be required to tender a refundable damage deposit.

On roll call vote, all votes being yes, the resolution was adopted.

24. **Appointment of Auditor:** The next item of business to come before the Board of County Commissioners was the appointment of the County auditor for fiscal year 2019 as required by C.R.S. 29-1-601 et seq. After this matter was reviewed and after the Board of County Commissioners had been fully advised, the Board took the following action:

**Resolution 44-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells to appoint the firm of **Lauer, Szabo and Associates, P.C.** 205 Main Street, Sterling Colorado 80751 to conduct the **annual Washington County audit** and the annual Washington County Nursing Home audit as required by law for fiscal year 2018.

On roll call vote, all votes being yes, the resolution was adopted.

25. **Matters relating to District Attorney:** The next item of business to come before the Board of County Commissioners was the approval of the appointment of the Deputy District Attorneys for the 13th Judicial District. After this matter was reviewed and after the Board of County Commissioners had been fully advised, the Board took the following action:

**Resolution 45-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells pursuant to C.R.S. 20-1-201 to **approve the list of appointed Deputy District Attorneys** as submitted to the Board during the 2019 budget approval process. Be it further resolved, that the Board of County Commissioners in approving the below mentioned list is performing a ministerial and non-discretionary act to comply with the requirements of C.R.S. 20-1-201. The Board assumes no liability or responsibility

for Deputy District Attorneys appointed by the elected District Attorney for the 13th Judicial District, except for the act of complying with the aforementioned statute.

Hollie Wilkinson, Assistant District Attorney  
Anthony Gioia, Chief Deputy District Attorney  
Travis Sides-Morgan, Chief Deputy District Attorney  
Cynthia Griffin, Deputy District Attorney  
Robert James, Deputy District Attorney  
Gail-Susan Post, Deputy District Attorney  
Hannah Fowler, Deputy District Attorney  
Debra Eurich, Deputy District Attorney  
Jason Hilton, Deputy District Attorney

On roll call vote, all votes being yes, the resolution was adopted.

**Resolution 46-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells pursuant to C.R.S. 20-1-203 to approve the **compensation of all deputy, chief deputy, part-time deputy, assistant, and part-time assistant District Attorneys.** Be it further resolved, that the Board of County Commissioners in approving the aforementioned compensation is performing a ministerial and non-discretionary act to comply with the requirements of C.R.S. 20-1-203. The Board assumes no liability or responsibility for the aforementioned persons appointed by the elected District Attorney for the 13th Judicial District, except for the act of complying with aforementioned statute.

On roll call vote, all votes being yes, the resolution was adopted.

**26. Matters relating to ambulance licensing:** The next matter to come before the Board of County Commissioners was the annual licensing requirement for the County Ambulance Service. After this matter was reviewed and after the Board of County Commissioners had been fully advised, the Board took the following action:

**Resolution 47-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells to adopt the following Resolution.

WHEREAS, by prior action on March 31, 1978 pursuant to C.R.S. 25-3.5-301 et. seq. the Board of County Commissioners of Washington County adopted Resolution 1978-6 relating to the **licensing of ambulance services** within the County; and

WHEREAS, the Board has periodically renewed the license of the Washington County Ambulance Service; and

WHEREAS, the Board has reviewed the requirements of Resolution 1978-06 and has determined that the Washington County Ambulance Service meets or exceeds the mandated requirements; and

WHEREAS, the Board has determined to implement the annual licensing requirement by the adoption of an annual Resolution at the reorganization meeting of the Board; and

WHEREAS, based upon the information made available to the Board, the Board hereby takes the following action.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY as follows:

1. The Board by this action hereby approves the license of the Washington County Ambulance Service for calendar year 2019.
2. Since the ambulance service is solely operated by Washington County under the direct supervision of the Board of County Commissioners, the Board hereby waives the licensing fee.
3. That the duly appointed Ambulance Service Director file a compliance statement within the Board office by December 15th of each year which attests to the service meeting or exceeding the requirements of Resolution 1978-06 as duly adopted by the Board.
4. That this Resolution be cross-indexed with Resolution 1978-06 to show the action taken by the Board on this date.

On roll call vote, all votes being yes, the resolution was adopted.

27. **Errata matters:** The next matter to come before the Board of County Commissioners was certain housekeeping items either required by law or to streamline County government operations or to remove certain financial obligations heretofore deemed stale pursuant to the Uniform Commercial Code as duly adopted by the State of Colorado. After this matter was reviewed and after the Board of County Commissioners had been fully advised, the Board took the following action:

**Resolution 48-2019** It was moved by Commissioner Willeke and duly seconded by Commissioner Wells to adopt the following Resolution.

1. In relation to Colorado Revised Statutes Title 38, Article 50, Part 101 (4) (b) relating to the appointment of a person to oversee the filing and indexing of plats when the office of County Surveyor is vacant, the Board hereby appoints the County Clerk and Recorder Annie Kuntz as the official responsible for said matters.
2. In relation to existing Zoning Resolutions duly adopted prior to the year 2000, wherein any such provisions contained therein relating to policies, procedures and/or mandates conflict with current Zoning regulations, those provisions are hereby acknowledged to be outdated and by the adoption of this Resolution are hereby declared to be null, void and of no effect.
3. In relation to civil fee overages collected by the Washington County Sheriff for Service of Process and wherein said overages are less than \$10.00 and when said fees remain outstanding for at least 2 years and no refund has been requested by the party who paid the fees, the Sheriff is hereby authorized to write off said overages. The Sheriff may also write off Service of Process fees that are deemed to be uncollectible after said fees have been outstanding for a period of 2 years or more.
4. In relation to Colorado Revised Statute Title 30, Article 25 Part 108, 109, outstanding Washington County warrants that are at least 2 years old and have not been presented for payment, the Board declares said warrants to be stale thus the Washington County Treasurer



may write off said warrants and inform the County Auditor and the Board of County Commissioners of said action taken.

5. Accounts in arrears for at least six (6) months at the Washington County Landfill may by determination of the Board be written off as a non-collectible debt.

6. The Board hereby authorizes the development of a Consent Agenda policy which will include administrative actions deemed by the Board to be housekeeping measures. Any item placed on the Consent Agenda may be pulled at the request of any Commissioner prior to official action on that item.

On roll call vote, all votes being yes, the resolution was adopted.

The foregoing Resolutions 01-2019 through 48-2019 as moved and adopted individually at the regular reorganization meeting of the Board of County Commissioners of Washington County held on the 8th day of January 2019 as adopted collectively constitute the annual reorganization document for the year of 2019.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

Attest: \_\_\_\_\_