

Minutes of the Annual Reorganization Meeting
of the Board of County Commissioners of Washington County, Colorado
January 9, 2024

The **Regular Annual Reorganization Meeting** was called to order by Lea Ann Laybourn, Chairman of the Board of County Commissioners, on the 9th day of January, 2024 at 8:15am, 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 Katherine Stafford, County Deputy Clerk and Recorder, to call the roll of the Members of the Board of County Commissioners and reported that the following Commissioners were present:

Gisele Jefferson, Commissioner – District #1
Kent Vance, 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 Administrator.

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

Gisele Jefferson, Commissioner – District #1
Kent Vance, Commissioner – District #2
Lea Ann Laybourn, Commissioner – District #3
Misty Peterson, County Administrator
Sean Kennedy, IT
Patt Covert, Otis Telegraph
Katherine Stafford, Deputy Clerk
Bryant McCall, OEM
Matt Green-online
Hali Thompson-online

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

Resolution 01-2024 It was moved by **Commissioner Jefferson** and duly seconded by **Commissioner Laybourn** that **Commissioner Vance** serve as **Chairman**, and **Commissioner Jefferson** serve as **Chairman Pro-tem** for the Board of County Commissioners until the next reorganization of the Board.

On roll call vote, all votes being yes Kent Vance assumed the Chairmanship and the meeting continued as follows:

Resolution 02-2024 It was moved by **Commissioner Jefferson** and duly seconded by **Commissioner Laybourn** 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 Vance declared the Board of County Commissioners duly organized and ready to transact the business of this Regular Annual Reorganization Meeting.

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.

Resolution 03-2024 It was moved by **Commissioner Laybourn** and duly seconded by **Commissioner Jefferson** that **Kent Vance** 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, **his 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 04-2024 It was moved by **Commissioner Laybourn** and duly seconded by **Commissioner Vance** that in the absence of **Kent Vance**, as **Chairman of the Board of County Commissioners**, **Gisele Jefferson**, 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, **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 05-2024 It was moved by **Commissioner Laybourn** and duly seconded by **Commissioner Jefferson** 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 Kent Vance or in his absence, Gisele Jefferson , 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 Vance 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 06-2024 It was moved by Commissioner Jefferson and duly seconded by Commissioner Laybourn 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 2024 shall be as follows:

Commissioner Meetings for 2024	At time posted in the agenda, dates subject to change
January 2, 9, 16, 23, 30	(Reorganization 1/9)
February 6, 13, 20, 27	
March 5, 12, 19, 26	
April 2, 9, 16, 23, 30	
May 7, 14, 21, 28	5/28/24 Short Meeting, CCI Summer Conference 5/28-5/30
June 4, 11, 18, 25	
July 2, 9, 16, 23, 30	
August 6, 13, 20, 27	
September 3, 10, 17, 24	
October 1, 8, 15, 22, 29	
November 5, 12, 19, 25	
December 2, 10, 17, 24, 31	12/2/24 Short Meeting, CCI Winter Conference 12/2-12/4 12/24/24 No meeting due to Holiday

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 07-2024 It was moved by Commissioner Laybourn and duly seconded by Commissioner Jefferson to establish the following **hours that Washington County Courthouse Offices** will be open to the public for calendar year 2024. 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 08-2024 It was moved by Commissioner Jefferson and duly seconded by Commissioner Laybourn 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:** This is not required because it is included in our insurance with CTSI.
- 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 10-2024 It was moved by Commissioner Jefferson 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.

Misty Peterson	County Administrator (C.R.S. 30-11-107 (1) (n)
Jeff Parker	County Attorney /Privacy Officer (C.R.S. 30-11-118)
Steven Furman	Assistant County Attorney-Human Services (C.R.S. 30-11-118)
Thor Bauer	Assistant County Attorney-Human Services (C.R.S. 30-11-118)
Byron Rogers	Road Supervisor District #1 (C.R.S. 43-2-111 (1)
Open	Road Supervisor District #2 (C.R.S. 43-2-111 (1)
Steve Williams	Road Supervisor District #3 (C.R.S. 43-2-111 (1)
J. Collin Patterson	Ambulance Director (C.R.S. 30-11-107 (1) (n)
Teresa Traxler	Human Services Director (C.R.S. 26-1-117)
Open	Landfill Supervisor (C.R.S. 30-11-107 (1) (n)
Open	Veterans Service Administrator (C.R.S. 30-11-107 (1) (n)
Misty Peterson	Budget Officer (C.R.S. 29-1-104)
Patrick McCall	Emergency Management Director
Libbie Schuetz	Nursing Home Administrator (C.R.S. 30-11-107 (1) (r)
Matt Green	Facilities Service Manager (C.R.S. 30-11-107 (1) (n)
Tammy Leonard	Planning & Zoning Official (C.R.S. 30-28-124.5 (2) (b)

Sean Kennedy

IT Director

Ron Kraich

Pest and Weed Control District Manager (C.R.S 35-5-106)

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

Resolution 11-2024 It was moved by Commissioner Laybourn and duly seconded by Commissioner Jefferson 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.

Rebecca McMullen	Administrative Assistant
Tammy Leonard	Payroll and Payables Clerk/Planning and Zoning
Misty Peterson	County Administrator
Sierra Brown	Deputy Clerk and Recorder
Merya Lambert	Deputy Clerk and Recorder/Driver's License
Rachel Mehring	Deputy Clerk and Recorder/Driver's License
Katherine Stafford	Deputy Clerk and Recorder/Driver's License
Annie Kuntz	Elected Clerk and Recorder
Michelle Swan	Elected Treasurer/Public Trustee
Jill Fassler	Deputy Treasurer
Connie Serl	Deputy Treasurer
Hali Thompson	Elected Assessor
Larry Griese	Transfer Clerk PT
Amber Kessinger	Assessor Transfer Clerk
Vicki Hillyer	Transfer Clerk PT
Matthew Green	Maintenance Supervisor
Linda Davisson	Maintenance Staff
Charles Crisenberry	Maintenance Staff
Taylor Hernandez	Maintenance Staff
Julie McCord	Maintenance Staff
William Steffes	Maintenance Staff
Frederick Thornton	Maintenance Staff
Francis White	Maintenance Staff
Mathew Jefferson	Maintenance Staff
Sean Kennedy	IT Director
Kaiden McCall	IT
Robert Furrow	Elected Sherifff
Shane Laverenz	Undersheriff
Catherine Dannar	S O Patrol Deputy
Jonathon Lynch	S O Patrol Deputy
Trenton Negley	S O Patrol Deputy
Jaydan Brotton	S O Patrol Deputy

Dennis Rish	S O Patrol Deputy
Jonah West	S O Patrol Deputy
Sammy McCoy	S O Lieutenant
Amber Fincher	S O Records Custodian
Rachel Billings	S O Code Enforcer
Tiffany Rogers	S O / J C Administrative Assistant / Victim Advocate
Kimberly Guy	Vale Coordinator
Thomas Hottinger	S O Maintenance Manager
Brittani Kusel	JC/SO Finance Director
Tiffany Rogers	JC/SO Administrative Assistant
Dallas Bowin	Elected Coroner
Patrick McCall	Emergency Manager
Sharon Christensen	CSU Extension Secretary
Jeannie Lambertson	CSU Extension Secretary
Vacant	Veterans Service Office PT
Leslie Gregg	DHS Administrative Assistant
Kelsea Ingle	DHS Income Maint Tech
Brandi Sampson	DHS Caseworker
Anayeli Menchaca	DHS Income Maint Tech
Pamela McKay	Child Welfare Supervisor
Teresa Traxler	DHS Director
Kiara Guy	DHS Caseworker
Holly Thompson	Parent Family Coach
Teresa Traxler	DHS Director
Holly Thompson	Parent Family Coach
Vacant	DHS Financial Manager
Collin Patterson	Ambulance Director
Rita Figueroa	Ambulance Supervisor
Tyson Tel	Ambulance
Randy Benish	Ambulance
Tony Wells	Ambulance
Lonnie Knudsen	Ambulance
Alyce Oneill	Ambulance
Dell Cowan	Ambulance
Ashley Thompson	Ambulance
James Ziebarth	Ambulance
Jaydan Smith	Ambulance
Rick Chenoweth	Ambulance
Jerry Morris	Ambulance
Mason Metzler	Ambulance
Patrick B. McCall	Ambulance
Brent McCracken	Ambulance

Cheyenne Jones	Ambulance
Richard Pallesen	J C Detention Officer
James De Rozario	J C Detention Officer
Andrew Burton	J C Detention Officer
Christian Genereux	J C Detention Officer
Dillon Ratcliffe	J C Detention Officer
Sheila Harford	J C Detention Officer
Oriana Ratcliffe	J C Detention Officer
Jose Herrera	J C Detention Officer
Mark Forry	J C Detention Officer
Duane Laverenz	J C Detention Officer PT
Amanda Goble	J C Detention Officer
Kelly Gregg	J C Detention Officer
Molly Porteus	J C Detention Officer PT
Danny Rogers	J C Detention Officer
Phillip Shaver	J C Detention Officer
Petra Stevens	J C Detention Officer
Travis Wolever	J C Detention Officer
Ryan Stewart	J C Detention Lieutenant
Shanan Northcutt	J C Maintenance
Gerald Ohalloran	J C Detention Lieutenant
Libbie Schuetz	Nursing Home Administrator
Nancy Blanco	Registered Nurse PT
Tabitha Arfsten	Certified Nursing Assistant
Tori Arfsten	Certified Nursing Assistant
Florence Ashby	Certified Nursing Assistant
Marya Candelario	Certified Nursing Assistant PT
Brenda Dilka	Certified Nursing Assistant
Johana Burgos	Certified Nursing Assistant
Gricelda Davisson	Certified Nursing Assistant
Mary Dracon	Certified Nursing Assistant
Sarah Fincher	Certified Nursing Assistant
Audrey Friedman	Certified Nursing Assistant
Ashley Pruitt	Certified Nursing Assistant
Heather Sheets	Certified Nursing Assistant
Lisa Cassat	Certified Nursing Assistant
Angela Curry	Certified Nursing Assistant
Sandi Jones	Certified Nursing Assistant
Melodie Kruger	Certified Nursing Assistant
Taylor Nagle	Certified Nursing Assistant
Kimberly Bencomo	Certified Nursing Assistant

Bree Hunker	Certified Nursing Assistant
Missy Crisenberry	Certified Nursing Assistant
Kachel Peckler	Certified Nursing Assistant
Danielle Lanckiet	Certified Nursing Assistant
Cynthia Arellanes	Certified Nursing Assistant
Jerry Thompson	Certified Nursing Assistant
Lillian Otero	Certified Nursing Assistant
Kanisha Rodriquez	Certified Nursing Assistant
Peggy Jones	Licensed Practical Nurse
Elizabeth Roach	Licensed Practical Nurse
Adam Spangle	Licensed Practical Nurse
Desiree Pinder	Licensed Practical Nurse
Savanna Stallings	Licensed Practical Nurse
Linda Kinnison	Licensed Practical Nurse
Karalea Marston	Licensed Practical Nurse
Karina Sotello	Registered Nurse
Teresa Klostriech	Registered Nurse
Beverly Crabill	Registered Nurse
Timber Barker	Registered Nurse
Bibiana Davisson	Environmental Aide
Karina Anchondo	Environmental Aide
Odessa Brown	Environmental Aide
Kelsey Johnston	Environmental Aide
Megan Maez	Environmental Aide
Anthony McMayhill	Environmental Aide
Haylee Roseberry	Environmental Aide
Emma Schippers	Environmental Aide
Sarah Albers	Dietary Supervisor/CNA
Selena Cook	Housekeeping Aide/Guide
Jennifer Hansen	Activites/Guide
Angie Morgan	Guide/Office Clerical/ Pioneer Haven/CNA
Dawn Florian	Medical Records
Jamie Arfsten	ADON/LPN
Sarah Fountain	Social Worker
Earleen Friedly	Director of Nursing
Kari Serl	LPN (PRN)
Stanley Adolf	Maintenance of Condition 1
Gary Mayhill	Maintenance of Condition 1
William Smith	Maintenance of Condition 1
Josh Quint	Maintenance of Condition 1
Dick Noletubby	Maintenance of Condition 1
Ronald Serl	Maintenance of Condition 1
Dylan Smith	Maintenance of Condition 1

Michael Templeman	Maintenance of Condition 1
K C Turner	Maintenance of Condition 1
Travis Spielman	Maintenance of Condition 1
Brandon White	Maintenance of Condition 1
Byron Rogers	Road and Bridge Supervisor District 1
Michael Earl	Maintenance of Condition 2
Clint Elliott	Maintenance of Condition 2
John Eskew	Maintenance of Condition 2
Kenny Brown	Maintenance of Condition 2
Rick Holcomb	Maintenance of Condition 2
Vern Kessinger	Maintenance of Condition 2
James Collins	Maintenance of Condition 2
Delmar Serl	Maintenance of Condition 2
Cortney Wagner	Maintenance of Condition 2
Vacant	Road and Bridge Supervisor District 2
Dwayne Bowers	Maintenance of Condition 3
Kiel Depue	Maintenance of Condition 3
Edward Thomas	Maintenance of Condition 3
Larry Forry	Maintenance of Condition 3 PT
Michael Hooper	Maintenance of Condition 3
Stanley Minton	Maintenance of Condition 3
Brian Walls	Maintenance of Condition 3
Herbert Sherman	Maintenance of Condition 3
Scott Ramey	Maintenance of Condition 3
Steve Williams	Road and Bridge Supervisor District 3
Lorie Johnson	Landfill Supervisor
Ricky Conner	Landfill Operator

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

Resolution 12-2024 It was moved by Commissioner Laybourn and duly seconded by Commissioner Jefferson to approve the following **independent contractor agreements** annually financed for the fiscal year 2024. 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.

Vacant	Modular and Manufactured Home Inspection Services
Valorie Kipp	Part-Time Fair Bookkeeper
Lexin Brent	Part-Time Fair Carnival Operation Manager

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

Resolution 13-2024 It was moved by Commissioner Jefferson and duly seconded by Commissioner Laybourn 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:

Keith Wright	Ambulance
Cheyenne Jones	Ambulance
Jaydan Smith	Ambulance
Rick Chenoweth	Ambulance
Jerry Morris	Ambulance
Mason Metzler	Ambulance
Patrick B. McCall	Ambulance
Brent McCracken	Ambulance
Dell Cowan	Ambulance
Tony Wells	Ambulance

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

Resolution 14-2024 It was moved by Commissioner Laybourn and duly seconded by Commissioner Jefferson 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 Claflin
Jason Swan
Rita Figueroa

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

Resolution 15-2024 It was moved by Commissioner Jefferson and duly seconded by Commissioner Laybourn 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 29th and August 31st for **salary publication** requirements pursuant to C.R.S. 30-25-111 and by December 15th for inclusion in the 2025 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 16-2024 It was moved by Commissioner Laybourn and duly seconded by Commissioner Jefferson 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, 2024. 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.

Jonah West (SO)	January 2026
Connie Serl	January 2026
Scott Ramey (Dist. 3)	January 2025
Vacant (Dist. 2)	January 2025
Rita Figueroa (Amb.)	January 2025
Mike Tempelman (Dist.1)	January 2026
Katherine Stafford (Clerk)	January 2026
Amber Kessinger (Assessor)	January 2026
Tiffany Rogers (Justice)	January 2026
Francis White (Maint.)	January 2026
Brandi Wagner (DHS)	January 2025
Jennifer Hansen (NH)	January 2026
Jeannie Lambertson (Extension) (Chairman)	January 2025
Rebecca McMullen (Admin/Finance)	January 2025
Bryant McCall (Emergency Management)	January 2026
Kaiden McCall (IT)	January 2026

Airport Development Board

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

John Wright - Citizen

OPEN-Economic Development

Centennial Mental Health

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

Tony Wells – Community Representative

Colorado Oil & Gas Commission

Hali Thompson - Assessor

Eastern Regional Workforce Board

Vacant-Washington County Representative

Colo. State University Extension, Golden Plains Area Director

Trent Hollister – CSU Extension Director

Eastern Colorado Roundup Fair Board (Three-year terms)

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

Taylor Hernandez	January 2026
Sean Kennedy	January 2026
Byron Guy	January 2026
OPEN	January 2027
Monica Hunt	January 2027
Levi Brown	January 2027
Shane Baum	January 2025

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 2026
Jerry Morris	January 2027

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. Colin Patterson	January 2026
Jerry Morris	January 2025

W-Y Combined Communications Board (two – year terms)

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

Patrick McCall	OEM	January 2026
Vacant	EMS	January 2026
Kent Vance	Commissioner	

Gisele Jefferson Commissioner

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

Kent Vance	January 2026
Alan Hussey	January 2025
Gisele Jefferson	January 2026

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

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

Susan Williams	January 2028
Michelle Dracon	January 2026
Rex Pieper	January 2026
Linda Littleton	January 2025
Terry Kuntz	January 2027
Natalie Filla Hawk	January 2027
James Kuemmerle	January 2028

Washington County Housing Authority Board (Five-year terms)

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

Susan Williams	January 2028
Michelle Dracon	January 2026
Rex Pieper	January 2026
Linda Littleton	January 2025
Terry Kuntz	January 2027
Natalie Filla Hawk	January 2027
James Kuemmerle	January 2027

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
Barney Filla	January 2026
Ed Corman	January 2025
Marlin Snyder (Chairman)	January 2025
Pat Basler	January 2026
Wayne Florian	January 2027

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.

Vacant	January 2025
Vacant	January 2025
Vacant	January 2025
Vacant	January 2025
Vacant	January 2025
Vacant	January 2025

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

Jeremy Shook (District 1)	January 2027
Elizabeth Thomason (District 3)	January 2027
Deanna Schrock (Chairman)	January 2025
Fred Raish	January 2026
Kate Kenny	January 2026
Elizabeth Thomason	January 2026
Riley Strand	January 2025
Rodney Palser (District 2)	January 2027
JoNell Mollohan	January 2026

Republican River Water Conservation District (RRWCD)

Kristin Schneider	October 2024
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Washington County Building Authority Board

Meeting time is at the discretion of the Commissioners

Gisele Jefferson	January 2025
Kent Vance	January 2025
Lea Ann Laybourn	January 2025

Washington County Hazmat Response Team

Hazmat Technician Level

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

Hazmat Operations Level

- Bryant McCall – OEM/Otis Fire / Washington County Ambulance/DERA
- Steve Vasquez – Akron Fire
- Ryan Saffer – W-Y Communication Center
- Brent McCracken – Southwest Fire
- Matt Rudnik – Southwest Fire

Robbie Carman – Akron Fire
Steve Marshall - Akron Fire
John Cooper – Southwest Fire
Jennifer Cooper - Southwest Fire

Local Emergency Planning Committee

Bryant McCall - Washington County OEM
J. Collin Patterson - Washington County Ambulance Service
Ronnie Marshall - Cope Fire Department
Josh Kusel - Akron Fire Dept.
Trent Alexander - Otis Fire Department
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
Vacant - Washington County Hazmat Team
Mike McCaleb - Past OEM
Eklin Ehrman – Airport

Resolution 17-2024 It was moved by Commissioner Jefferson and duly seconded by Commissioner Laybourn 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.

Gisele Jefferson

CCI Steering Committees (ex officio)
Eastern Colorado Roundup Fair Advisory Board (ex officio)
Eastern Transportation Planning Region (ex officio)
Golden Plains Area Ag Board (ex officio)
Northeast Colorado Department of Health
Northeast Colorado Regional Emergency Trauma Advisory Council (NCRETAC)
Northeast Colorado Economic Development District (ex officio)
Northeastern Colorado Revolving Loan Fund
Pro 15 (ex officio)
Town Of Akron Reports

Washington County Board of Human Services (ex officio)
Washington County Local Noxious Weed Advisory Committee (ex officio)
Washington County Planning Commission (ex officio)
W-Y Communications Board

Kent Vance

CCI Steering Committees (ex officio)
Eastern Colorado Roundup Fair Advisory Board (ex officio)
Eastern Transportation Planning Region (ex officio)
Golden Plains Area Ag Board (ex officio)
Pro 15 (ex officio)
Non-Emergent Transportation Committee – County Express
Northeast Colorado Association of Local Government
Northeast Colorado Economic Development District (ex officio)
Washington County Board of Human Services (ex officio)
Washington County Local Noxious Weed Advisory Committee (ex officio)
Washington County Planning Commission (ex officio)
W-Y Communications Board

Lea Ann Laybourn

Baby Bear Hugs Advisory Committee
CCI Steering Committee (ex officio)
Court Security Team
Early Childhood Council
Eastern Colorado Roundup Fair Advisory Board (ex officio)
Eastern Transportation Planning Region (ex officio)
Eastern Workforce Development Board
Golden Plains Area Ag Board (ex officio)
Northeast Colorado Economic Development District (ex officio)
Pro 15 (ex officio)
VALE Board
Washington County Board of Human Services (ex officio)
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 18-2024 It was moved by Commissioner Laybourn and duly seconded by Commissioner Jefferson 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 \$0.4850 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 19-2024 It was moved by Commissioner Jefferson and duly seconded by Commissioner Laybourn 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 2024 calendar year.

Resolution 20-2024 It was moved by Commissioner Laybourn and duly seconded by Commissioner Jefferson pursuant to C.R.S. 30-11-107 (e) to approve the following **Holiday schedule** which will be observed by Washington County, during the 2024 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 19, 2024
Memorial Day	Monday, May 27, 2024
Independence Day	Thursday, July 4, 2024
Labor Day	Monday, September 2, 2024
Columbus Day	Monday, October 14, 2024
Veterans Day	Monday, November 11, 2024
Thanksgiving Day	Thursday, November 28, 2024
Day after Thanksgiving	Friday, November 29, 2024
Day before Christmas Holiday	Tuesday, December 24, 2024
Holiday for Christmas Day	Wednesday, December 25, 2024
Holiday for New Year’s Day	Wednesday, January 1, 2025

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

Resolution 21-2024 It was moved by Commissioner Jefferson and duly seconded by Commissioner Laybourn 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 unless a snow day has been declared by the Board of County Commissioners.

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 22-2024 It was moved by Commissioner Laybourn and duly seconded by Commissioner Jefferson 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 2024. Premium payment for an eligible employee shall be per stated schedule on file in the Finance Office. Washington County also offers Colonial Life, AFLAC, 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.

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 23-2024 It was moved by Commissioner Jefferson and duly seconded by Commissioner Laybourn 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 24-2024 It was moved by Commissioner Laybourn and duly seconded by Commissioner Jefferson 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 2024 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 25-2024 It was moved by Commissioner Jefferson and duly seconded by Commissioner Laybourn 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 the 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 26-2024 It was moved by Commissioner Laybourn and seconded by Commissioner Jefferson, 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 Director 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 25-2024 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 27-2024 It was moved by Commissioner Jefferson and duly seconded by Commissioner Laybourn 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 25-2024 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 28-2024 It was moved by Commissioner Laybourn and duly seconded by Commissioner Jefferson 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 25-2024 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 29-2024 It was moved by Commissioner Jefferson and duly seconded by Commissioner Laybourn 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 25-2024 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 30-2024 It was moved by Commissioner Laybourn and duly seconded by Commissioner Jefferson 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 December of 2024 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 25-2024 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 31-2024 It was moved by Commissioner Jefferson and duly seconded by Commissioner Laybourn that the notice relating to the **Board of Equalization** meeting for 2024 as required by C.R.S. 39-8-104 be published on or about June 20, 2024 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 25-2024 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 32-2024 It was moved by Commissioner Laybourn and duly seconded by Commissioner Jefferson that the **notice relating to the proposed budget** as required by C.R.S. 29-1-106 for the 2025 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 25-2024 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 33-2024 It was moved by Commissioner Jefferson and duly seconded by Commissioner Laybourn 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 O, 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 34-2024 It was moved by Commissioner Laybourn and duly seconded by Commissioner Jefferson 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 35-2024 It was moved by Commissioner Jefferson and duly seconded by Commissioner Laybourn 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.

Jason and Dana Pachner
Diamond Farms Partnership

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 2024 landfill fees. After this matter was reviewed and after the Board of County Commissioners was fully advised, the Board took the following action:

Resolution 36-2024 It was moved by Commissioner Laybourn and duly seconded by Commissioner Jefferson to approve the following **operational criteria** for the Washington County **Landfill** and establish the following **fee schedule** for calendar year 2024:

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/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)	\$ 50.00 each + weight
Non -Freon	\$ 10.00 each + weight
Batteries	\$ 5.00 each + weight

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 37-2024 It was moved by Commissioner Jefferson and duly seconded by Commissioner Laybourn 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
Stockmens Bank, Akron 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 38-2024 It was moved by Commissioner Laybourn and duly seconded by Commissioner Jefferson 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, 2024.

- 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 June 11th 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 39-2024 It was moved by Commissioner Jefferson and duly seconded by Commissioner Laybourn 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. **The visit this year shall be June 11th, 2024.**

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 2024. After this matter was reviewed and after the Board of County Commissioners had been fully advised, the Board took the following action.

Resolution 40-2024 It was moved by Commissioner Laybourn and duly seconded by Commissioner Jefferson to approve the following **fee schedule for the Washington County Ambulance Service and Hazmat Fees** for the calendar year 2024:

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 2023. After this matter was reviewed and after the Board of County Commissioners had been fully advised, the Board took the following action:

Resolution 41-2024 It was moved by Commissioner Jefferson and duly seconded by Commissioner Laybourn to approve the following **fee schedule for the Event Center** for the calendar year 2024:

Washington County Event Center

	County Rate	Non County	
Large Room:	\$200.00	\$600.00	All Events not county sponsored
Medium Room:	\$100.00	\$350.00	All Events not county sponsored
Small Room:	\$ 25.00	\$150.00	All Events not county sponsored
Whole Building:	\$ 300.00	\$1500.00	All Events not county sponsored per day
Decorating/Clean up	\$ 100.00	\$400.00	per day (Friday/Sunday)
Cleaning Fee:	\$ 25.00	\$100.00	per man hour
Damage Deposit:	\$350.00	\$1500.00	Refundable
Set-up Fee:	\$ 75.00	\$300.00	Set up/ take down of tables & chairs parties under 100.
Alcohol Deposit:	\$500.00	\$1500.00	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 2024. After this matter was reviewed and after the Board of County Commissioners had been fully advised, the Board took the following action:

Resolution 42-2024 It was moved by Commissioner Laybourn and duly seconded by Commissioner Jefferson to approve the following **fee schedule for the Fairgrounds** for the calendar year 2024:

WASHINGTON COUNTY FAIRGROUNDS AND RECREATIONAL COMPLEX FEE SCHEDULE

4-H and FFA Youth organizations are exempt from fees for organized activities at the recreational complex

	County Resident	Non County Resident
Damage Deposit – refundable (Applies to Booths, Stands & Buildings only)	\$300.00	\$1000.00
Arena	\$300.00 per day	\$1000.00
Arena Concession Stand	\$100.00 per day (\$50.00 Deposit)	\$600.00
Lights	\$75.00 per Day	\$300.00
PA system	\$50.00 per day	\$300.00
Horse Stalls	\$ 4.00 per day per stall	\$15.00/ Day
Cleaning Fee \$25.00 per man hour		

FEES FOR BOOTHS AND MIDWAY SPACES ARE FOR ENTIRE DURATION OF FAIR

(Per event for any non-fair time)

Grandstand Booth (Water & electricity)	\$250.00	\$500.00
Grandstand Booth (Electricity only)	\$150.00	\$300.00
Carnival Building Space (Electricity only and plugs on outside) (No inside walls between 4 spaces)	\$100.00	\$200.00
Midway Space (Circle plug type) Size Space Needed _____ Type of Electric 110 220	\$100.00	\$200.00
Midway Space (no electricity) Size Space Needed _____	\$60.00	\$150.00

FEES FOR RECREATIONAL VEHICLE OR CAMPER PARKING

RV Hookups:	\$ 20.00 County rate per night (permit required)
	\$ 35.00 Non-County Rate 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.

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 44-2024 It was moved by Commissioner Laybourn and duly seconded by Commissioner Jefferson pursuant to C.R.S. 20-1-201 to **approve the list of appointed Deputy District Attorneys** as submitted to the Board during the 2024 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.

- Travis Sides, District Attorney
- Rebecca Wiard, Assistant Deputy District Attorney
- Gail Post, Senior Deputy District Attorney
- Stephen Owens, Deputy District Attorney
- Jake Kartchner, Deputy District Attorney
- Mark Swieckowski, Deputy District Attorney
- Andrew Dailey, Deputy District Attorney
- Brian Rivera, Deputy District Attorney
- Madison Linton, Deputy District Attorney
- John Torres, Deputy District Attorney

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

Resolution 45-2024 It was moved by Commissioner Jefferson and duly seconded by Commissioner Laybourn 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 46-2024 It was moved by Commissioner Laybourn and duly seconded by Commissioner Jefferson 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 2024.
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 47-2024 It was moved by Commissioner Jefferson and duly seconded by Commissioner Laybourn 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 2006, 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

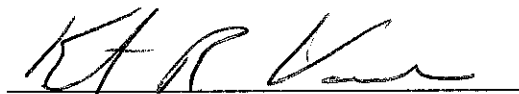
may write off said warrants and inform the County Auditor and the Board of County Commissioners of said action taken.

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.

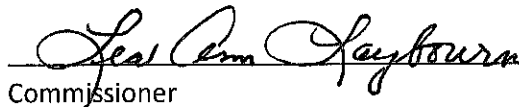
The foregoing Resolutions 01-2024 to 08-2024, 10-2024 to 42-2024, and 44-2024 to 47-2024 as moved and adopted individually at the regular reorganization meeting of the Board of County Commissioners of Washington County held on the 9th day of January 2024 as adopted collectively constitute the annual reorganization document for the year of 2024.



Chairman



Commissioner



Commissioner

Attest: 