



**Nathan Ruybal**  
**CONEJOS COUNTY CLERK & RECORDER**  
6683 COUNTY ROAD 13 PO BOX 127  
CONEJOS, COLORADO 81129  
TELEPHONE: 719 376 5422 FAX 719 376 5997  
nruybal@co.conejos.co.us

---

**Minutes of the Board of County Commissioners Regular Meeting held on December 19th, 2024, at 9:00 am in the Commissioners Board Room, 6693 County Road 13, Conejos, CO 81129**

---

**1) ROLL CALL**

Roll call reflected the attendance of Comm. Mitchell Jarvies – Chairperson - present, Carlos Garcia - Vice Chair – absent and Joseph Baroz – Vice Chair – present, Nathan Ruybal - Clerk and Recorder, Connie Ricci – HR Manager, Tressesa Martinez, County Administrator - Nick Sarmiento – County Attorney - present

**2) CALL TO ORDER**

December 19th, 2024, a regular monthly meeting of the Conejos County Board of County Commissioners was called to order at 9:00 am beginning with the pledge of allegiance led by Comm. Jarvies and a prayer led by Comm. Jarvies.

**3) AGENDA ADDITIONS/APPROVAL**

The agenda has been reviewed, Comm. Garcia would like to add a discussion on Christmas Bonuses and raise requests from the Veteran Affairs Officer. Clerk Ruybal needs to add minute approval for October 29<sup>th</sup>, 2024, a motion was made by Comm. Baroz to approve the agenda as amended. Second by Comm. Garcia, the MOTION CARRIED 3-0.

**4) APPROVAL OF MINUTES**

Clerk Ruybal presents Special Meeting minutes for October 29<sup>th</sup> for approval, a motion was made by Comm. Garcia to approve the minutes as presented. Second by Comm. Baroz, the MOTION CARRIED 3-0. Next is the Regular Meeting on November 12<sup>th</sup>, a motion was made by Comm. Baroz to approve the minutes as presented. Second by Comm. Garcia, the MOTION CARRIED 3-0. Clerk Ruybal requests the Regular Meeting on October 17<sup>th</sup> to be approved, a motion was made by Comm. Garcia to approve the minutes as presented. Second by Comm. Baroz, the MOTION CARRIED 3-0. Next meeting on October 3<sup>rd</sup>, 2024, a motion was made by Comm. Baroz to approve the minutes as presented. Second by Comm. Garcia, the MOTION CARRIED 3-0. Next Regular meeting on September 19<sup>th</sup>, 2024, requires approval, a motion was made by Comm. Garcia to approve the minutes as presented. Second by Comm. Baroz, the MOTION CARRIED 3-0. A Special meeting held on September 26<sup>th</sup>, 2024, requires approval, a motion was made by Comm. Baroz to approve the minutes as presented. Second by Comm. Garcia, the MOTION CARRIED 3-0.

Next approval is for Special Meeting held on August 23<sup>rd</sup>, 2024; a motion was made by Comm. Garcia to approve the minutes as presented. Second by Comm. Baroz, the MOTION CARRIED 3-0. Lastly a Regular meeting held on August 15<sup>th</sup>, 2024, is requested for approval from the BOCC, a motion was made by Comm. Baroz to approve the minutes as presented. Second by Comm. Garcia, the MOTION CARRIED 3-0.

## **5) PUBLIC COMMENT**

Mr. Patrick Ortiz, who works for the regional office for Rep. John Hickenlooper, addresses the BOCC, Mr. Ortiz states that in September 2024 he started working in the office and had wanted to come to a BOCC meeting to introduce himself. He begins by stating the Rio Grande Water Conservation District and the Conejos County Water Conservancy District has shown support to the funding for the Rio Grande Natural which will help fund extended grazing the Natural Area and BLM land in Conejos County. Moreover, the Rio Grande Water Conservation District and Conejos County water conservancy district are submitting a letter of support for funding in the area around Conejos and Rio Grande County. Mr. Ortiz is asking Conejos County BOCC to submit a letter of support for the same funding on behalf of the Rio Grande Natural Area. Comm. Jarvies asks Mr. Ortiz if he would like a written letter or verbal response to the letter. Mr. Ortiz would like a written letter, Comm. Jarvies asks for an agenda action item added to the next BOCC meeting.

Mrs. Kaylee Romero representing the Colorado Housing and Finance Authority, CHFA works by investing in affordable housing in Colorado. CHFA offers loans for home buyers for the first time, helping families live and work in our communities. Affordable rental housing, small and medium-sized business owners. Main street revitalization programs as well, Comm. Jarvies asks how CHFA works with other local entities for housing authorities. Mrs. Romero main reason today to come in today to introduce herself and offer her services to the BOCC that align with the agency's missions.

## **6) ADMINISTRATORS' CORRESPONDENCE**

Tressesa begins with Courthouse update, Kyle with the Combined Courts is present via Zoom to provide updates. Kyle is working with the adjusters to get a scope of work, which will give us an understanding of all the repairs that need to be done so that we can move back into the courthouse. Attorney Sarmiento states that he shared an email from our adjuster regarding an Environmental hygienist company coming into the courthouse to run tests for CPV combustible particles, we have also asked for a Lithium test. The tests will be tested in all areas of the courthouse from the walls to the carpets and all cracks and crevices. Tressesa next discusses resolution C-26-24 Commissioners meeting dates for the year 2025, Tressesa reads the resolution. The BOCC will have a meeting on the first and third Thursday of each month. The resolution will be recorded with the County Clerk and Recorder under reception number 24001562. Tressesa asks for approval of resolution C-26-24, a motion was made by Comm. Baroz to approve the resolution as presented. Second by Comm. Garcia, the MOTION CARRIED 3-0. Next Tressesa asks to rescind resolution C-25-24 due to changes in the budget and asks for the BOCC to approve the revised 2025 budget resolution under resolution C-27-24. Public works portion of the resolution was made for the Ambulance Base HQ also insurance changes in departments of Sheriff's office, Public Health/PCP and Ambulance a motion was made by Comm. Garcia to approve the resolution as presented, which rescinds resolution C-25-24 and approves C-27-24. Second by Comm. Baroz, the MOTION CARRIED 3-0.

Next Tressesa moves forward with the Certification of the Mill Levy, Mrs. Naomi Martinez presents via Zoom of the certification of Mill Levies, total valuation of the County was around eighty-four million dollars (\$84,263,538). Mrs. Martinez states that there is a reduction on residential property of \$55,000 and a reduction of \$30,000 which has lowered our value on Mill Levy. Comm. Jarvies asks for a motion to approve the Mill Levy as presented, a motion was made by Comm. Baroz to approve the minutes as presented. Second by Comm. Garcia, the MOTION CARRIED 3-0.

#### **7) DSS REPORT – NICK BARELA**

Nick presents and requests approval of Admin and Program Expenditures of \$367,889.97, a motion was made by Comm. Garcia to approve the expenditures as presented. Second by Comm. Baroz, the MOTION CARRIED 3-0. Next Nick presents and requests approval of Accounts Payable of \$28,111.69, a motion was made by Comm. Garcia to approve the minutes as presented. Second by Comm. Baroz, the MOTION CARRIED 3-0. Nick next presents DSS Case Load Report for December, next discussion presented to the BOCC is regarding an extension of MOU between Conejos County and Colorado Department of Early Childhood for administration of the CCCAP program. Next topic is regarding contract amendment of the HCPF inventive program, potential incentive amount for fiscal year of \$21,660.66. DSS and the County agree to a cost sharing agreement on accounting duties, where a County and DSS employee will share the accounting responsibilities. Nick then discusses his 2025 contract renewal with WSB computer services. Finally, Nick presents a contract renewal with Prowers County for operation of the HCCC hotline for child welfare. Briefly discussed are the results of the online survey regarding the four-day work week.

#### **8) RED BEAR HAUS, LLC LIQUOR LICENSE RENEWAL – NATHAN RUYBAL**

Clerk Ruybal presents to the BOCC a renewal of a retail malt liquor license for a Red Bear Haus, LLC. Clerk Ruybal indicates that there was proper public notice for today's hearing, Red Bear Haus is in good standing and requests approval for the renewal of the liquor license. A motion was made by Comm. Garcia to approve of the Red Bear Haus, LLC liquor license renewal as presented. Second by Comm. Baroz, the MOTION CARRIED 3-0.

#### **9) RESOLUTION APPROVAL C-28-24 – TRESSESA MARTINEZ**

Tressesa reads resolution C-28-24 regarding providing for the transfer of money to various county funds, this resolution is recorded with the County Clerk and Records office under reception number 24001563. A motion was made by Comm. Baroz to approve Resolution C-28-24 as presented. Second by Comm. Garcia, the MOTION CARRIED 3-0. Tressesa is on record requesting a Special Meeting on December 30<sup>th</sup> at 9am regarding end-of-year appropriations. Tressesa also announces and welcomes everyone to the Firehouse/temporary courthouse on the 14<sup>th</sup> of December to swear in Comm. Delfino Garcia and Comm. Joseph Baroz at 8:30am.

#### **10) ROAD AND BRIDGE REPORT – DONNIE MARTINEZ**

Donnie reports that the bridge on County Rd G is complete, the bridge on County Rd 13 has been replaced with a large metal culvert. Currently all Road and Bridge crew members are out grading roads, a crew will go out to cut tree limbs that are growing onto the County Roads. Donnie had the crew take material to the jail to build up the fenced in area that has their fuel tank, patrol vehicles were having issues with mud after snow fall, more than 225 tons of material to build up that area.

Next project will be to replace bridges on County Roads 19 and S, discussion continues regarding doing something to slow down the traffic on County Road G right in front of the County offices, there have been several closes' calls with County employees and cars and there needs to be steps taken to ensure the safety of our people. Attorney Sarmiento suggested that Donnie lay a test strip down to gauge how many cars are passing and their speed. Once the test has been completed, we can possibly lower the speed in front of the offices on County Road G. Donnie briefly discusses the entry into the Arena/Library/Little Treasures which will be used for the new Ambulance HQ, Donnie and BOCC to work with the State DOT to widen that entrance to better handle the extra use when construction starts. Ernest is called to be on record stating that there was a truck that fell into the bar pit turning into the Arena that did not allow the Ambulance exit to head to the Emergency. BOCC will talk to the North Conejos School to discuss other options to exit if there is an issue with the Counties main entrance. Donnie lastly discusses the water system at the jail, Donnie will coordinate a plan with the jail and the town of Antonito to maintain a water source if there is anything to malfunction.

## **11) PUBLIC HEALTH – DENISE JIRON**

Denise is advertising for a part-time custodian for the Public Health building in La Jara, Denise plans to hire someone in the next several weeks. Public Health is continuing to provide harm reduction items to the community; Narcan, Fentanyl test strips, condoms, Covid tests, etc.

The PCP program is currently serving 58 clients with 1394 hours worked and employing 28 Providers, PCP program had an announced audit on October 15th and 16th and had 4 "findings": PCP Program has submitted all POC Documents. (11/7/2024), have completed PCP Supervisor Training; pending certificates should be deemed in compliance.

## **12) BOARD OF HEALTH – DENISE JIRON**

Team Approach to Foodborne Outbreak Response training, this training was completed over the course of 2 days at the Pueblo Department of Public Health and Environment. In attendance were the Director, Public Health Generalist and Nurse, all who conduct disease investigation efforts. This course was built to give foodborne outbreak response teams necessary skills in detection and response to foodborne outbreaks. Our team walked away not only having a more robust knowledge of our own responsibilities during an outbreak, but also a better understanding of what our partner disciplines bring to the table. Although our Regional Environmental Health is often informed of food borne illness, we wanted to be prepared in the event we need to investigate for the sake of time and importance, or to partner with EH.

Quarterly and Year-to-date Surveillance Report for Conejos County THIS DATA IS PRELIMINARY AND SUBJECT TO CHANGE, the Field Epidemiology team sends these reports out on a quarterly basis for surveillance purposes only. All cases included in this report have a case status of confirmed or probable. This report contains case counts on STI for the second and third quarters of 2024 (April - June and July - September) and includes your county's data in addition to all-hazards regional data and state-wide case numbers for each disease listed. Note that the 5-year median on the quarter term reflects the 5-year median for only the reported quarter (April - June and July - September) and the 5-year median on the year-to-date tab reflects the 5-year median only for reported year-to-date (January - June and January - September). The information provided in this report is based on data from cases that were assigned to your county, based on the case's known residence.

### **13) AMBULANCE REPORT – ERNEST ABEYTA**

Ernest reports that year to date he has had 1250 calls, of which 90% of those calls are for 911 emergencies. Approximately 100 of those calls have been a request for a second ambulance. Revenue for the year is \$438,498.00; Ernest purchased eight new radios which has been covered by a Grant through the E911 board, Ernest has also paid through grant money three manikins for education and training. Ernest and one other will need to fly out to Washington State to pick up and drive back the new Ambulance purchase.

### **14) OEM REPORT – RODNEY KING**

CEPA (Colorado Emergency Preparedness Assessment) – The Final Plan was approved by the State DHSEM sent to each of you. Mineral County will be next. We will review the Plan on an annual basis starting in August of 2025.

Grant Approved: The Coalitions and Collaboratives (COCO) Community Catalyst Fund as part of the Community Navigator Program. Conejos County agreed to be the fiscal agent for this One Year Grant. WE were awarded \$49,999.40 not the \$96,000 we asked for. The SLV Wildfire Steering Committee will meet and decide on what our next steps will be in the hiring process. Because of the expectation of an Inflation Reduction Act and the possibility of not being funded by the Trump Administration, we have decided to postpone the start of this Grant. We were told that COCO thinks we could expect 3 months of funding, but they were not sure of further funding. We have several factors that are in our favor that might put us higher in the grant process. But we (Conejos County) do not feel that 3 months would be worth our support. We need at least 6 to 10 months to accomplish the Work Goals stated in the approved Grant. There are several other funding possibilities that we might pursue.

Salamander class is scheduled on March 4 of next year so the region can acquire the updates and knowledge, then decide if we need the Events app. The renewal of all apps will be in March 2025. The class will be at the DHSEM office in Alamosa from 0830 to 1530 to complete a full day of training for the Midwest Card program (which includes our Salamander Credentialing, Rapid Tag, Inventory apps along with the new apps available.) We will host this class.

Christopher L. Frost, Senior Hydraulic Engineer, Hydrology & Hydraulics Section, US Army Corps of Engineers, Albuquerque District Army Corp of Engineers have completed the contract to map the Conejos River Corridor, using a Lidar system. I have not received the final product currently. The Ems take turns hosting the weekly 1300 All Hazards report (Google Meet) which you can join virtually if desired (just let me know). We also host bimonthly ESF – 5 meetings and training which you can join virtually – but Ems attend in person at the DHSEM office.

The San Luis Valley IPP Multi-Year Schedule for 2024 through 2027 is being completed currently. This is a living document and subject to being updated as needed. The 2025 EMPG-LEMS Program for Conejos County is being assembled and prepared for submission to DHSEM for funding. The anticipated Funding Amount is \$40,362: 50% local \$20,181 + 50% Fed \$20,181. The anticipated award will not be known until the FY25 NOFO is released. EM Grants Pro is an application and reporting venue.



## **15) APPROVAL OF LAND PURCHASE AGREEMENT FOR AMBULANCE BASE**

BOCC discusses the \$50,000 purchase price, plus \$10,000 tax credit lays out the financial agreement to purchase the property from the Martinez family. A motion was made by Comm. Garcia to approve the land purchase agreement between Conejos County and the Martinez Family as presented. Second by Comm. Baroz, the MOTION CARRIED 3-0.

## **16) LAND USE REPORT – LINDA DeHERRERA**

CASE NO: CCLU-2024-0

REQUEST: Boundary Line Adjustment

APPLICANT: Leroy & Rosalie Martinez and Conejos County Commissioners

ZONING: Rural/Commercial SURVEY BY: Russell Surveyors & Associates

BACKGROUND: An application was filed with the Land Use Office on September 3, 2024, for a Boundary Line Adjustment. The real property is legally described as: 65.65 Acres located in the Southeast Quarter of Section 27, Township 35 North, Range 9 East, New Mexico Principal Meridian, Conejos County, Colorado. Martinez property was La Jara Farms Division of Land (TR 1) 27-35-9 and the County property was Conejos Library District DOL TR 1 in 27-35-9. The Martinez property contained 56.72 acres + and the County property contained 8.92 acres + The Martinez property is zoned rural, and the County property is zoned commercial. The proposed Boundary Line Adjustment of the property will create the following:

Tract 1 containing 10.93 + acres – Conejos County

Tract 2 containing 54.72 + acres – Martinez property

The landowners are adjusting the property boundaries to enlarge the southeast boundary of Tract 1 for the new ambulance facility. The boundary on the northwest boundary was adjusted to include that portion into the Martinez property. The Martinez family agreed to the Boundary Line Adjustment on the condition that it will not place any restrictions on Tract 2 for further subdivision process. i.e., they are not under a 10-year restriction.

Land Use Administrator Review/Approval: December 5, 2024

County Surveyor Review/Approval: December 4, 2024

Board of County Commissioners Review/Approval: December 5, 2024

A motion was made by Comm. Baroz to approve the land purchase as presented. Second by Comm. Garcia, the MOTION CARRIED 3-0.

COUNTY CASE NO: CCLU-2024- 0

REQUEST: Division of Land – One parcel creating two parcels

APPLICANT: Tod & JoAnna Mortensen

OWNERS: Loren & Shauna Mortensen

ZONING: Rural

SURVEY BY: Davis Engineering – Toby Crowther

APPLICATION DATE: June 24, 2024

LAND DESCRIPTION: The property is legally described as 288.12 acres + located in the Section 5, Township 35 North, Range 10 East of the New Mexico Principal Meridian, Conejos County, Colorado.

COUNTY PARCEL/SCHEDULE NUMBER: 572305100017

DESCRIPTION OF DIVISION: The proposal is to divide a small parcel for the development of a new home. This division will create Tract 1 containing 276.95 +; Tract 2 containing 4.46 acres +; Road Rights of Way dedication is CR 19 at 1.56 acres +, CR 20 at 2.75 acres +, and CR Y.5 at 2.40 acres +

COUNTY ROAD & PRIVATE ROAD DESCRIPTION: The access to this new lot will be at County Rd Y.5. The larger lots have existing access at each home entry and other existing agricultural access points. The county roads are identified on the plat.

PURPOSE OF DIVISION: The applicants with the approval of their parents are dividing the land to build a home. They will obtain all required permits. Tod has met with the Division of Water Resources to ensure a legal water supply.

APPLICABLE LAND USE CODES: Article 10 – Subdivision, Division 10.7 Subdivision Exemptions, Section 10.7 (1.) Division of Land

LU ADMINISTRATOR APPROVAL: December 19, 2024

COUNTY SURVEYOR REVIEW/APPROVAL: n/a

BOARD OF COUNTY COMMISSIONERS REVIEW/APPROVAL: December 19, 2024

A motion was made by Comm. Garcia to approve the land purchase as presented. Second by Comm. Baroz, the MOTION CARRIED 3-0.

## 17) 1041 REGULATIONS APPROVAL – BOCC

Attorney Sarmiento notifies the BOCC of the update he made on Page 49 on pp 31 regarding Decommission Plan.

Motion to enter Executive Session 24-6-402 Sub Section B Conference with an Attorney to Discuss Legal Counsel pertaining to comments received about our 1041 regulations, it is now 11:16 am  
Comm. Baroz first motion  
Comm. Garcia second motion  
Motion Carries 3-0

Comm. Jarvies - Let the record show that we are coming out of the Executive Session conference with an Attorney, no decisions were made, and it is 11:23 am.

Attorney Sarmiento – It is the opinion of the County Attorney that the discussion had an Executive Session constitute Attorney and Client privilege and therefore no record was kept.

Attorney Sarmiento states that there have been several Public Hearings and Work Sessions with input from Conejos County Citizens, Land Use and BOCC.

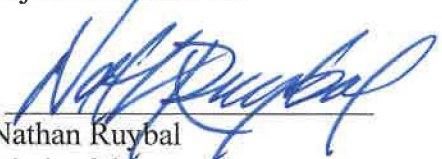
A motion was made by Comm. Baroz to approve the Major Public Utility 1041 Regulations as presented, under Resolution C-31-24 Second by Comm. Garcia, the MOTION CARRIED 3-0.


## 18) CHRISTMAS BONUS AND PAY RAISE DISCUSSION

There was an email sent to the BOCC regarding a request to receive a larger pay increase than the normal three percent that was given County wide, discussion regarding this certain County employee requesting a raise larger than the three percent, the BOCC decided to allow the employee to discuss face to face his request to have a larger pay increase for 2025. Tressesa will set up a meeting with the employee and the BOCC.

Meeting Adjourned 11:58 am

ATTEST:

  
Nathan Ruybal  
Clerk of the Board

  
Mitchell Jarvies  
Chair of BOCC