

MINUTES OF THE CHEYENNE COUNTY  
BOARD OF COMMISSIONERS  
Tuesday, January 14, 2025

CALL TO ORDER

Commissioner Ronald Smith called the meeting to order at 9:00 am with Commissioners Darin Dickey and R. J. Jolly, Administrator Marcy Brossman, Clerk to Board Allison Brown, Rick Pelton and Jim Lengel present.

PLEDGE OF ALLEGIANCE/PRAYER

APPROVE AGENDA

Commissioner Dickey moved with a second from Commissioner Jolly to approve the agenda as presented. Motion passed unanimously.

PUBLIC COMMENT

None

APPROVE MINUTES

Commissioner Jolly moved with a second from Commissioner Dickey to approve the December 31, 2024 and January 10, 2025 minutes as written. Motion passed unanimously.

Fair Sponsorship Packets – Jim Lengel, Fair Board Manager  
Lengel thanked the Board for all they've done to support the fair and rodeo. He presented the new sponsorship packets that will go out in the mail today. The Fair Board is still looking for a carnival.

Lengel left the meeting at 9:05 am.

OLD BUSINESS

- a. Commissioner Jolly reported on the last SE and EC Recycling meeting. The County budgeted for a financial contribution, and will send that when an invoice is received. There is a large push to include cardboard recycling services, so working on logistics for that.

2024 EXPENSE VOUCHERS AND WARRANTS

Commissioners reviewed vouchers and signed warrants on the various funds.

CORRESPONDENCE

- a. Monthly, Quarterly and Annual reports from various departments

Recess at 9:12 am.

Dickey left the meeting at 9:13 am.

9:30 am: Lobby – Swear-In Newly Elected Officials

County Judge Deni Eiring swore Rick Pelton into the office of County Commissioner District 3, R.J. Jolly into the office of County Commissioner District 1 and Trent Davis into the office of County Coroner.

Reconvene at 10:04 am.

#### ANNUAL REORGINIZATION

Whereas, at this time the Commissioners must meet for annual reorganization and the Board must select a chairman. Commissioner Pelton moved with a second from Commissioner Jolly to appoint Commissioner Smith as Chairman of the Board for 2025. Motion passed, 2-0. Commissioner Smith abstained.

At this time, the Board must appoint a Vice-Chairman. Commissioner Pelton moved with a second from Commissioner Smith to appoint Commissioner Jolly Vice-Chairman of the Board for 2025. Motion passed, 2-0. Commissioner Jolly abstained.

Discussion was held on the financial depositories for the Cheyenne County Treasurer. Commissioner Jolly moved with a second from Commissioner Pelton to approve The Eastern Colorado Bank and any other bank within Cheyenne County that fits within C.R.S. 30-10-708 as the depositories for the Cheyenne County Treasurer. Motion passed unanimously.

The tentative 2025 meeting dates were scheduled. Commissioner Jolly moved with a second from Commissioner Pelton to approve the 2025 tentative meeting dates as discussed with a 9:00 am meeting time. Motion passed unanimously.

The Commissioners reviewed Resolution #2025-01 setting the holiday schedule for 2025. Commissioner Pelton moved with a second from Commissioner Jolly to approve Resolution #2025-01. Motion passed unanimously.

Mileage reimbursement rate for 2025 was discussed. Commissioner Pelton moved with a second from Commissioner Jolly to approve the mileage reimbursement rate at the 2025 IRS mileage rate of 70 cent per mile. Motion passed unanimously.

#### County Attorney

Commissioner Jolly moved with a second from Commissioner Pelton to retain Kelly Lowery as County Attorney for the year 2025, on an as-needed basis. Motion passed unanimously.

Various County Board appointments were discussed.

#### Planning and Zoning Board

Commissioner Pelton moved with a second from Commissioner Jolly to reappoint David Larsen to the Planning and Zoning Board for a 5-year term. Motion passed unanimously. Commissioner Pelton and Commissioner Jolly will be the alternates.

#### Emergency Telephone Service Authority Board

There was no interest from the public to serve. Consensus of the board is to continue advertising for members.

#### East Cheyenne County Library District Board

Commissioner Jolly moved with a second from Commissioner Pelton to appoint Ashley Sramek to the East Cheyenne County Library Board. Motion passed unanimously.

#### Archery and Sports Shooting Range Board

Commissioner Jolly moved with a second from Commissioner Smith to reappoint Carl Smalley, Zac Bakley and Rick Pelton to the Archery and Sports Shooting Range Board and continue advertising for more members. Motion passed unanimously.

#### Fairview Cemetery District Board

Commissioner Pelton moved with a second from Commissioner Jolly to reappoint Clark Schreiber to the Fairview Cemetery District Board for a 6-year term and continue to advertise for more members. Motion passed unanimously.

#### Kit Carson Cemetery District Board

Commissioner Jolly moved with a second from Commissioner Pelton to reappoint Charles Oswald to the Kit Carson Cemetery District Board for a 6-year term. Motion passed unanimously.

#### East Cheyenne Recreation District Board

Commissioner Pelton moved with a second from Commissioner Jolly to reappoint Brooke Campbell, Charlotte Tallman, Marla Hadachek and Scott Scheimer to the East Cheyenne Recreation District Board for a 4-year term. Motion passed unanimously.

#### Prairie Development Corporation Board

Commissioner Pelton moved with a second from Commissioner Smith to reappoint R. J. Jolly to the board and advertise for more members. Motion passed unanimously.

#### Regional Emergency Trauma Advisory Council (RETAC) Board

Commissioner Jolly moved with a second from Commissioner Smith to appoint Commissioner Pelton to an annual term on the Board for 2025 and continue to advertise for more members. Motion passed unanimously.

Reimbursement for Cheyenne County acting as the Regional Fiscal Agent for RETAC

Commissioner Jolly moved with a second from Commissioner Pelton continue the reimbursement fee of \$1,000 per month for RETAC reimbursement in 2025. Motion passed unanimously.

The following is a list of the various board appointments for 2025:

- East Central Council of Governments – Commissioner Smith
- County Health Pool, County Workman’s Compensation Pool and Casualty and Property Pool – Commissioner Jolly and Administrator Brossman
- Colorado East Community Action Agency – Commissioner Pelton
- Eastern Colorado Services for the Developmentally Disabled – Commissioner Smith
- Southeast and East Central Recycling Board – Commissioner Jolly
- Colorado Oil and Gas Conservation – Commissioner Smith
- Centennial Mental Health – Commissioner Pelton

Commissioner Jolly moved with a second from Commissioner Pelton to acknowledge the appointments as discussed for the various boards. Motion passed unanimously.

Discussion was held on purchasing fuel. Commissioner Jolly moved with a second from Commissioner Pelton to allow the Road and Bridge Foremen to check locally for prices on propane, gasoline and diesel, and purchase at the best price at that time. Motion passed unanimously.

Discussion was held on the equipment rates for outside service.

Commissioner Pelton moved with a second from Commissioner Jolly to approve the equipment rates for outside service as presented. Commissioners discussed adding a rate for pickups, and settled on \$60.00/mile. Motion passed unanimously.

Discussion was held on present rates for the Annual Road and Bridge Local Highway Finance report. Commissioner Jolly with a second from Commissioner Pelton to approve road and bridge report rates as presented. Motion passed unanimously.

The Commissioners reviewed the current Intergovernmental Agreements (IGAs) with the Town of Kit Carson and Town of Cheyenne Wells for equipment usage. Commissioner Pelton moved with a second from

Commissioner Jolly to approve the continuation of the IGAs. Motion passed unanimously.

The Commissioners reviewed the current Perpetual Easement application form (installation of lines over 2 inches) and Construction Permit for Installation of Utilities in Public Right-of-Way application form (lines 2 inches or less). Commissioner Pelton moved with a second from Commissioner Jolly to approve the current forms. Motion passed unanimously.

The Commissioners reviewed and discussed the Verification of Need Agreement form presently used by the County. Commissioner Jolly moved with a second from Commissioner Pelton to approve the form. Motion passed unanimously.

The Commissioners reviewed and discussed the Use of Cheyenne County Community Building/Fairgrounds agreement and contract used by the County. Commissioner Jolly moved with a second from Commissioner Pelton to approve the current forms. Motion passed unanimously.

The Agreement to Borrow County Property (chairs, tables, etc.) form was reviewed. Commissioner Pelton moved with a second from Commissioner Jolly to approve the continued usage of the agreement. Motion passed unanimously.

Agenda posting sites were discussed. Commissioner Jolly moved with a second from Commissioner Pelton to post the meeting agendas on the County website and at the Cheyenne County Courthouse and to send a courtesy copy to the Town of Cheyenne Wells, the Town of Kit Carson, County buildings, Keefe Memorial Hospital and the County Post Offices, when possible. Motion passed unanimously.

Discussion was held on retaining North Winds Surveyors as surveyors for Cheyenne County on an as-needed basis. Commissioner Jolly moved with a second from Commissioner Pelton to continue using North Winds Surveyors for 2025. Motion passed unanimously.

Current landfill rates/policies were reviewed. Commissioner Pelton moved with a second from Commissioner Jolly to continue landfill rates/policies as presented. Motion passed unanimously.

A bid proposal for 2025 County legal publications was received from the Kiowa County Independent. Commissioner Jolly moved with a second from Commissioner Pelton to accept the bid proposal from the Kiowa County Independent. Discussion regarding other newspapers in neighboring counties. Motion passed unanimously.

Discussion regarding inspecting County buildings. Commissioner Jolly moved with a second from Commissioner Pelton to inspect the Sheriff's Office, Courthouse, Fairgrounds, Landfill and Health & Human Services building at least once in 2025 or as necessary. Motion passed unanimously.

Small equipment tracking was discussed. Each department is responsible for tracking their own purchased small equipment items valued below \$5,000. These items are considered small equipment (charged to the 229 expenses account). The Clerk & Recorder's office maintains the fixed assets/capital purchases valued at \$5,000 or more. Commissioner Pelton moved with a second from Commissioner Jolly to continue with this tracking system, and have each department submit inventory lists annually for the Board to review. Discussion regarding tracking inventory in Road and Bridge Districts. Motion passed unanimously.

Recess at 10:45 am.

Reconvene at 10:51 am.

#### NEW BUSINESS:

- a. Vacation Extension Requests for Jim Brown and Kayla Murdock  
Commissioner Pelton moved with a second from Commissioner Jolly to grant 90-day extensions to Brown and Murdock. Motion passed unanimously.

#### 2025 EXPENSE VOUCHERS AND WARRANTS

Commissioners reviewed vouchers and signed warrants on the various funds.

#### OTHER BUSINESS:

#### CORRESPONDENCE

#### ADJOURN

Commissioner Pelton moved with a second from Commissioner Jolly to adjourn the meeting at 11:21 am. Motion passed unanimously.