

## MINUTES OF OCTOBER 6, 2021

### GARFIELD COUNTY FEDERAL MINERAL LEASE DISTRICT 817 Colorado Avenue, Suite 201 Glenwood Springs, Colorado

1. **Call to Order at 9:00 a.m.**
2. **Roll called by Administrative Assistant:**
  - Director Gregg Rippy, Present
  - Director Mike Samson, Present
  - Quorum established.
  - Also in attendance:
    - Director Steve Rippy, Excused (joined 9:18 a.m. by phone)
    - Andrew Gorgey, General Counsel
    - Lindsay Pitman, EasyBooks, Inc. (Zoom)
    - Sheana Fedirko, Balanced Books and Accounting, Inc. (Zoom)
3. **Additions or Changes to Agenda.**
  - None
4. **Approval of Minutes.**
  - a. September 8, 2021
    - MOTION to approve by Director Samson second by President Rippy. PASSED vote of 2-0.
5. **Consent Calendar.**
  - a. Approve Expenses
  - b. Requests for Payment
    - i. 21-SM-02; Service Monitor Project, Garfield Emer. Comm. Authority; \$25,000.00
    - ii. 21-SM-05; Dump Truck Project, Town of Parachute; \$25,000.00
  - c. Request to Authorize President to Transfer Funds: Project Account Balance \$2,337.55; Total Requested Payments \$50,000 with \$0.00 to Forfeited Grants; Suggested Transfer: \$50,000.00.
    - MOTION to approve expenses and authorize President to transfer \$50,000.00 by Director Samson, second by President Rippy, PASSED vote of 2-0.
6. **Comments from Public on Items Not Scheduled on the Agenda.**
  - None
7. **Reports or Updates.**
  - a. Financial Reports. General Counsel introduces Lindsay Pitman of EasyBooks, Inc., and Sheana Fedirko of Balanced Books and Accounting, Inc., both appearing by Zoom. Pursuant to Board direction, accounts have been transitioned to Ms. Pitman, assisted by Ms. Fedirko through year end. Request automation of payments where possible and approval to make regular electronic payments between meeting dates, ratify after. MOTION to authorize staff to pay regular, overhead bills between meetings by Director Samson, second by President Rippy, PASSED vote of 2-0. General Discussion of Balance Sheet and P&L Report; expenses are as expected; reconciliation of bank accounts approved. MOTION to accept Financial Reports by Director Samson, second by President Rippy, PASSED vote of 2-0.
  - b. Correspondence
    - Communication with bookkeeping firms, grant applicants, and Colorado Mountain News Media, addressed in subsequent agenda items; 9<sup>th</sup> Judicial District Bar Association sends condolences regarding recent deaths of attorneys Rob Gavrell and Tom Stuver.

c. Staff Reports

i. General Counsel.

Team meetings were held September 16 (Zoom) and September 30 (phone); Barbara Gold last date was September 30, completed advance work, own final payroll; going forward, Sheana Fedirko to perform bookkeeping and finance tasks; **Director Steve Rippy joined meeting by phone at 9:18 a.m.**; work audit regarding administrative tasks ongoing, more information at November meeting; thanks to President Rippy for completing wire transfer to Colotrust Edge Account, subsequent transfer to Plus Account pursuant to resolution, and monthly bank transfer; Ms. Pitman is on Alpine accounts, Ms. Gold is off; GC completes CLEs at CML Conference in Westminster; copies of *Tips for Enhancing Professionalism During Virtual Meetings of Local Government* received from CML distributed to Board; announcement that Columbia ltd is now serving both Town of Carbondale and Town of Parachute in executive recruitment of town managers in each town, Board finds no conflict of interest.

**8. Items Removed From Consent Calendar.**

None

**9. Unfinished Business.**

None

**10. New Business.**

a. Grant Issues & Updates

i. Update re: 19-J-01; LOVA Meet Me in the Middle; Town of New Castle. All parties have signed, returned, amended agreement. New Castle to appear at November meeting to update Board on status of Project.

b. 2021 Proposed Amended Budget and 2022 Proposed Budget. Staff presents 2021 Proposed Amended Budget and 2022 Proposed Budget. Legal notifications will appear October 7 in *Citizen Telegram* announcing public hearings on both budget items on November 10 at 9:00 a.m.

c. 2021 Fall Grant Cycle Awards.

Discussion of all applications.

Carbondale & Rural Fire Protection District	800 MHz Radios	\$23,498.00
Town of New Castle	Community Center Kitchen Improvements	\$25,000.00
Town of Parachute	Police Vehicle	\$25,000.00
City of Rifle	South Rifle Trail Maintenance	\$25,000.00
Roaring Fork School District	GSHS Theatre Stage Lighting	\$20,687.00
Town of Silt	Public Works Plow / Work Truck	\$25,000.00
Silt Water Conservancy District	Remote Controlled Aircraft w/Spray System	\$17,109.00

MOTION to award the seven Mini Grants listed above for the Fall 2021 Grant Cycle in the total amount of \$161,294.00 by Director Samson, second by Director S. Rippy, PASSED vote of 3-0. Board to reinstate Traditional Grant Program for the Springs 2022 Grant Cycle.

**11. Other Business.**

General Counsel to complete work audit and staffing no later than December Regular Meeting. Carbondale to host public reception for town manager finalists October 20, 2021.

**12. Executive Session**

None

**13. Next Meeting.**

Wednesday, November 10, 2021, 9:00 a.m. - District Office. Following meetings are Wednesday, December 8, 2021, 9:00 a.m. - District Office and Friday, January 28, 2022 at 9:00 a.m. at Grand River Hospital in Rifle, CO, followed by Annual Awards Luncheon.

**14. Adjourn.**

Adjourned at 9:41 a.m.

  
Steve Rippey, Secretary

  
Date