

YUMA COUNTY COMMISSIONERS

November 30, 2015

Minutes¹

On November 30, 2015 at 8:00 a.m., the Yuma County Board of Commissioners met in regular session. Chairman Trent Bushner, Commissioner Robin Wiley, Commissioner Dean Wingfield, and Administrator Kara Hoover were present.

The Commissioners reviewed and signed accounts payable and payroll checks and discussed various meetings attended throughout the month.

Liquor Licenses

Nancy Wright presented for signature Liquor Licenses for Jo's Liquor in Joes, Colorado and Roadhouse Liquors in Idalia, Colorado; which were approved at the November 13, 2015 BOCC meeting. She also presented a Liquor License Renewal Application for Route 36 LLC, DBA, The Grainery, in Idalia, Colorado. **Commissioner Wingfield moved to approve the Liquor License Application for Route 36, LLC, DBA, The Grainery in Idalia, Colorado. Commissioner Bushner seconded. Commissioner Wiley abstained due to conflict of interest. The motion passed.**

Department of Human Services

The Board of County Commissioners convened as the Board of Social Services at 8:36 a.m. Human Services Director Phyllis Williams and Liz Tuttle were present. Detailed minutes from this meeting are maintained by the Department of Human Services.

The Board of County Commissioners reconvened at 8:49 a.m.

Road and Bridge

Supervisor J.R. Colden met with the Commissioners via teleconference and provided the following updates.

- *County Roads RR and 41* – Colden reported that they have been rebasing and graveling a one-mile stretch on County Roads RR and 41.
- *County Road 42 and M* – Colden shared that the major work on County Roads 42 and M is nearly complete.
- *Mowing* - Colden relayed that mowing crews should be close to completion this week. Once they are done, he will place an ad in the papers as requested last meeting. Commissioner Wingfield stated that he would include the mowing information in the Commissioner's meeting report to the papers. He will add the request for input from the public if there are additional mowing needs; no ad will need to be placed by Road and Bridge staff.
- *Trucks* – Colden mentioned that the new trucks have arrived and his crews are going through the trucks to ensure they are road-ready.
- *Striping*– Colden reported that he sent information out to consulting firms for pricing on striping maps for the following paved county roads: Vernon, Lonestar, Eckley, Kirk, and the Beecher roads. Commissioner Wiley mentioned that Kit Carson Road and Bridge Department would like to coordinate striping on the Kirk Road. Colden will continue to work on quotes.



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¹ Minutes prepared by Kara Hoover are a summary of discussions, not a verbatim account.



- *Gravel Pits*– Colden conveyed that the exploration of the Meeks pit went very well. He is anticipating opening up approximately 260 acres. He reported that Road and Bridge Gravel Pit staff is waiting on a decision from the Division of Wildlife before proceeding. The wait may be up to 90 days.
- *Projects* – Colden explained that he has plans to overhaul County Road 16 to County Road 27 in December. He would like to install a cattle guard at County Road O and County Road DD to the Lengel/Homm Cemetery, on the county line west of Bonny Dam to alleviate the access difficulties for the Cemetery district.
- *Staffing*—Colden stated that Equipment Operator Mike McCaslin has resigned. Road and bridge has hired Walter Juarez at G5/C1/L3, who will start on December 3, 2015. **Commissioner Wiley moved to approve the Salary Authorization for Walter Juarez at G5/C1/L3 Commissioner Wingfield seconded the motion; which passed unanimously.**
- *Underground and Utility Permit* - Colden presented the following for approval:
Mike Bennett – Submitted an Underground and Utility Permit to install a water line across County Road 58 between County Road Y and BB.

Commissioner Wiley moved and Commissioner Wingfield seconded to approve:

Underground and Utility Permit for Mike Bennett to install a water line across County Road 58 between County Road Y and BB. The motion passed unanimously.

Yuma County Economic Development

Darlene Carpio, Yuma County Economic Development Director, joined the meeting to discuss the following:

- *Yuma County Economic Development Business Seminar* – Darlene requested assistance with the Business Seminar that will be held in March. The Commissioners told her that they had approved \$2,000 in financial support to be used towards the seminar at the October 30, 2015 BOCC meeting. Carpio reported that she has had a great response from area businesses and may only need around \$500 of funding from Yuma County. The Commissioners were in consensus to provide financial support up to the \$2,000 as previously approved. They were appreciative that the seminar has received such good business support.
- *2016 Budget* – Darlene took the opportunity to thank the Commissioners for supporting Yuma County Economic Development in the 2016 Budget.
- *Water Education* – Carpio relayed that the Yuma County Economic Development Board offered to participate in education about the water issues brought on by the Hutton Foundation law suit. Commissioner Wiley shared that there had already been a public educational meeting, and he felt they were in a good position at this time.
- *CDL Testing Site* – Darlene shared she has pursued alternative funding options through the Regional Council of El Pomar for the CDL Testing site. Information was presented in their November meeting. She hopes to hear about their decision by the year's end.
- *RCAM-Wray* -- Darlene shared that the Rural Colorado Apparel Manufacturing Company, RCAM, located in Wray, has hired a manger, Leslie Starks. They are in the process of obtaining applications for the Wray location. She continues to explore other areas in the region, specifically in Phillips and Sedgwick counties.





- *Housing Program* – Carpio explained that she is currently working with Community Resources and the Housing Development Corporation on a housing project. She is meeting with representatives from the schools and the hospitals, collecting housing issue data.

Yuma County 4-H

Jolynn Midcap joined the meeting by teleconference and presented the following for discussion.

- *Membership Fees for 2016* – Jolynn, once again, requested the \$5.00 per-member contribution for all Yuma County 4-H members who sign-up by the February 1, 2016 deadline. Commissioner Wingfield moved and Commissioner Wiley seconded to pay the \$5.00 CSU Extension membership fee for youth enrolling in the 4-H program by February 1, 2016. This will be paid from the Recreation Fund (Fund 5). The motion passed.
- *Transportation Expenses* - Jolynn presented a request for assistance with the 2016 4-H Youth travel. Jolynn reported that previously, the Commissioners have committed \$300 for transportation expenses to assist with youth events. Following a short discussion, Commissioner Wiley moved to approve \$300 for 4-H youth transportation expenses in 2016, paid from the Recreation Fund (Fund 5). Commissioner Wingfield seconded the motion; which passed. A bill for reimbursement must be provided by Yuma County 4-H.
- *4-H Shooting Sports*– Jolynn addressed the complaints that were received about a Shooting Sports Leader. She relayed that she had been in contact with State 4-H leaders and has subsequently asked the leader to step down. A new location for the shooting sports practices is being researched at the Wray Gun Club. Archery may be held at Fish and Game.
- *Fair Board Christmas Party*—Midcap reminded the Commissioners of the Fair Board Christmas party that will be held on Monday, December 14, 2015 at 6:00 pm at the Yuma County Fair Grounds.

Land Use

Rich Birnie, Land Use/GIS Coordinator, was present for Department updates and a Land Use Hearing.

YW Electric – Birnie reported he is waiting on signed waivers from Brophy and Wilson and the City of Wray for the proposed tower site for Y-W Electric.

National Flood Insurance Program – Rich reported that he spoke with Jamie Prochno at the Colorado Water Conservation Board. Prochno suggests Yuma County adopt a floodplain ordinance, to ensure that county residents will be eligible for flood insurance through FEMA. Prochno would be available to attend a BOCC meeting to review the Colorado model ordinance. Birnie will continue to research.

Chamberlain – Rich reported that, through his research, he discovered the 100-foot setback requirement may be a bit extreme. Chamberlain would like to line his addition to the building with the other frontage buildings in the same industrial park. The Commissioners were in consensus to work with Chamberlain to allow this remodel.

GIS

- *Cadastral Lines, Mapping* - Birnie shared that he is nearly halfway done in entering the additional data for the address centerlines. He is happy to report it is going much quicker than he anticipated.
- *Red Book* – Birnie reported that he is still working with Sidwell to finish the Red Book.





Land Use Hearing

Chairman Wiley opened the hearing at 11:00 am. No one from the public was in attendance.

Exemption from Subdivision

- Alexander – Birnie presented the staff report for Niki and Chance Alexander EFS# 1015-20, to divide 4.12 acres from 440 acres, plus or minus, in the N½ of Section 27, T2S R43W for loan purposes, as a future home site. Birnie reported he has not received any written comments or calls relating to this request.

The Land Use hearing closed at 11:04 a.m.

Commissioner Wingfield moved to approve Resolution #11-30-2015 B, Exemption from Definition of Subdivision, #EFS 1015-20, allowing Niki and Chance Alexander to divide 4.12 acres from 440 acres, plus or minus, in the N½ of Section 27, T2S R43W for loan purposes, as a future home site. Stipulations include:

- The Applicant shall be responsible for complying with all Federal, State, and Local regulations, rules, codes, conditions, and design standards.
- The Applicant shall apply for a septic system permit from the Northeast Colorado Health Department.
- In the event either tract is sold, the Applicant shall record a water well easement, with the Yuma County Clerk and Recorder, between the existing water well and the proposed tract.
- In the event either tract is sold, the Applicant may be required to record an access easement, with the Yuma County Clerk and Recorder, between the existing access point and the proposed tract. The Applicant shall be responsible for contacting Yuma County Road & Bridge if a new access point is desired.
- Prior to construction, the Applicant shall submit an Activity Notice notifying the County of the type and cost of construction.

Commissioner Wiley seconded. The motion passed. *Recorded under Reception No. 00565665*

Administrator's Report

Administrator Kara Hoover reviewed calls, correspondence, and presented the following for action:

- *Minutes* – Commissioner Wiley moved to approve the November 13, 2015 Board of County Commissioners minutes. Commissioner Wingfield seconded the motion; which passed unanimously.
- Certification of Accounts Payable drawn on Yuma County Funds November 18, 2015, check #61188 in the amount of \$102.84 and on November 30, 2015 with check #61189 through #61266 for \$321,956.82 and Fund 16 W-Y Combined Communication accounts payable, with check #7438 through #7454 totaling the sum of \$30,822.57 were signed by Chairman Trent Bushner.
- Certification of Payroll for November 30, 2015 drawn on Yuma County Funds, EFT system #38727 through #38865 and checks #30623 through #30648 totaling the sum of \$235,681.57 and Fund 16 W-Y Combined Communications EFT system number #5424 through #54XX, and checks #4357 through #4358 totaling the sum of \$32,827.56 were signed by Chairman Trent Bushner.
- *2015 Meeting Dates* – The Commissioners discussed meeting dates for the first four months of 2016 as follows: January 15 and 29, February 16 and 29, March 15 and 29, and April 15 and 29.
- *Closure Post Closure* – The Commissioners reviewed the Yuma County Sanitary Landfill Board minutes from November 18, 2015, that approved the transfer of \$5,000 to the Closure/Post Closure Fund. Commissioner





- **Closure Post Closure** – The Commissioners reviewed the Yuma County Sanitary Landfill Board minutes from November 18, 2015, that approved the transfer of \$5,000 to the Closure/Post Closure Fund. **Commissioner Wingfield moved to approve Resolution #11-30-2015 A; which transfers \$5000 from the Landfill Fund #11 to the Closure Post Closure Fund #21. Commissioner Wiley seconded the motion. The motion passed by unanimous vote.**
- **Desktop Computer Quote**– The Commissioners reviewed a quote from Teryx, Inc. for desktop computers to replace the aged computers in Administration. **Commissioner Wiley moved to accept the November 24, 2015 quote from Teryx, Inc. for four (4) OptiPlex 3020 Small Form Factor Desktop Computers with Microsoft Office 2016 Professional and Adobe Acrobat CD Standard and for two Dell monitors in the amount of \$5,175 to be paid from the capital outlay budget line 01-101-8941. Commissioner Wingfield seconded. The motion passed unanimously.**
- **IT Project Proposals** – The Commissioners reviewed quotes from Teryx, Inc. to complete the conversion to the new network and to set-up the Domain Controller server; Configuration, installation, and transfer to an Exchange server ; and the configuration, installation, and set-up of the data server. **Commissioner Wiley moved and Commissioner Wingfield seconded to accept the Teryx, Inc. quote for \$7,969.50 plus shipping, for the conversion to the new network, to set-up of the domain controller, configuration, installation, and transfer to an Exchange server, and configuration, installation, and set-up of a data server. The motion passed.**
- **Request for Proposal** –Hoover reviewed a draft Request for Proposal for the purchase of office products for the County as per discussion at the last Elected Official/Department Supervisor meeting. The Commissioners were in consensus to submit this to the papers and local office supply companies.
- **Request to Use Fairgrounds** – The Commissioners considered a request from CSU Horticulturist Linda Langelo to use the fairgrounds on April 4 and 5, 2016 for a Tri-State Horticulture Symposium. Langelo plans to have speakers come in for this event. She is charging a nominal fee to cover the cost of materials. The CSU Extension Office has provided current liability insurance. **Commissioner Wingfield moved to approve the use of the Concessions Building at the Yuma County Fairgrounds on April 4 and 5, 2016 for the Tri-State Horticulture Symposium at minimum charge of \$50 per day, total \$100, to cover the use of restrooms and clean-up, with proper insurance. Commissioner Wiley seconded the motion; which passed unanimously.**
- **Yuma County Administrative/Finance Assistant** -- The Commissioners reviewed a job description for an Administrative, Finance Assistant. An advertisement has been placed to fill this position in early 2016.
- **Drilling Contracts**- A drilling permit for Augustus Energy Resources, LLC was reviewed as presented. **Commissioner Wiley moved to approve Yuma County Permit Ordinance 1982-1 for Section 15, T1S R44W from Augustus Energy Resources, LLC. Commissioner Wingfield seconded the motion. The motion passed unanimously.**
- **Probation Office** – The Commissioners read an email from Brian Smith, Judicial IT Specialist, informing them that the costs of cabling, fiber line, and switches has been approved at the State level to move the Probation Office to the Department of Human Services building. The Commissioners visited with Maintenance Director Dinsmore about the remodeling project. He believes he can do most of the work, and will reach out for help if there are specific needs that he cannot handle.
- **EIAF #7605** – Hoover reported that the Energy Impact funding for the County Road project EIAF #7605, Landfill Road, was received. This grant is now closed.

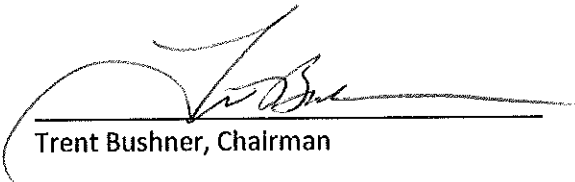






- *Congressman Ken Buck*– The Commissioners reviewed an invitation for a conference call with Congressman Ken Buck on Monday, December 7, 2015 from 3:00 to 3:45 p.m. The Commissioners would like to discuss the issues of rural Broadband and Transportation. An RSVP was completed.
- *Christmas Tree Contest* – The Commissioners have been asked to judge the Christmas Tree Contest sometime during the week of December 14th; awarding the best dressed tree at the Christmas Coffee, scheduled for December 18, 2015.

Chairman Bushner signed the Veterans Report for November 2015.

There being no further business; the meeting was adjourned at 11:14 a.m. so that the Commissioner could attend Colorado Counties, Inc.'s Winter Conference in Colorado Springs. The next regular meetings of the Board of County Commissioners will be December 15, 2015 and December 31, 2015.


Trent Bushner, Chairman


Kara Hoover, Administrator

ATTEST: 
Beverly Wenger, County Clerk

