

YUMA COUNTY COMMISSIONERS

January 29, 2016

Minutes¹

On January 29, 2016 at 8:00 a.m., the Yuma County Board of Commissioners met in regular session. Chairman Robin Wiley, Commissioner Dean Wingfield, Commissioner Trent Bushner, and Administrator Kara Hoover were present.

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

Department of Human Services

The Board of County Commissioners convened as the Board of Social Services at 8:27 a.m. Human Services Director Phyllis Williams, Case Manager Grant Smith, and Receptionist Robin Barnhart were present. Detailed minutes from this meeting are maintained by the Department of Human Services.

Reception Position – Williams asked for clarification for the salary grade and step for the reception position. The Commissioners stated that the approved Salary Sheet is the final approval. Williams relayed that she will correct the salary on her side.

LEAP Memorandum of Understanding – Williams presented a MOU with the Colorado Department of Human Services to allow the use of a contracted vendor, in lieu of self-administering, to handle the Low Income Energy Assistance Program, LEAP. Williams stated that Yuma County is already contracted with Goodwill Industries for LEAP and it is working well. **Commissioner Wingfield moved and Commissioner Bushner seconded to approve and sign the MOU with the Colorado Department of Human Services confirming the intent of the County to allow the use of a contracted vendor in lieu of self-administering LEAP.**

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

Road and Bridge

Supervisor J.R. Colden was present to provide the following updates.

- *County Road 20 at County Road U* – Colden reported that the repairs to County Road 20 at County Road U are underway.
- *County Road Z* – Colden shared that Road and Bridge crews have completed the widening of County Road Z at County Road 30.
- *Gravel Pit Updates* –
 - *Gelvin, Godsey, Eckberg, May, Mullins, and Benton Pits* – Colden shared that Road and Bridge crews have been working on final cleanup on the Gelvin, Godsey, Eckberg, May, Mullins, and Benton Pits. The State will be out next month to close out the May and Mullins Pits. Many of these pits have not been used for some time, even though the county continued to pay for use. Reclamation may be required on some of the pits.

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



- *County Parts Vendors* – J.R. noted that many of the parts used for repairs were purchased from one Yuma County vendor. He is making a point to utilize vendors throughout the county for purchasing parts.
- *Safety Program – MSHA Standards* – Colden shared that a new safety program is being instituted within the Road and Bridge Department for the gravel pits, covering the strict MSHA Standards. Road and Bridge personnel attended a MSHA training provided by CTSI at the Election Center in Wray on January 20, 2016.
- *Crusher* – Colden relayed that the Crusher that has been stored near Idalia hasn't been used for some time. He would like to get rid of the crusher. Commissioner Wingfield mentioned that there had been interest from another county to purchase the crusher at one time. Colden will research a price and will advertise for sealed bids. Additionally, he asked if could advertise for sealed bids for other equipment that is not being used, mainly pickups and tractors. The Commissioners were in consensus for the sealed-bid process.
- *CDOT Highway 385 / County Road 33.6 Turning Lane* – Colden mentioned he is working with CDOT about the engineering on this project. CDOT plans to be out to review the area in the next month.
- *County Line Road* – Colden reported that the repairs on the County Line Road 23 to County Road 16 are not complete as of yet.
- *Idalia School* - Colden said that Superintendent Tim Krause, from the Idalia School requested a 4-way stop be placed at the school to slow traffic down. Road and Bridge did place the stop sign.
- *HUT Report* – Colden presented the 12-31-2015 mileage certification for the Colorado Department of Transportation, Highway Users Tax. **Commissioner Bushner moved to sign the 12-31-2015 mileage certification for the Colorado Department of Transportation, Highway Users Tax. Commissioner Wingfield seconded the motion; which passed by unanimous vote.**
- *Eckley Property* – Colden revisited the bids that were presented at the last meeting and presented an additional bid for a 30 X 50 foot building with a 6 inch concrete floor, insulated, with a walk-in and shop door. Commissioner Bushner mentioned another vendor in Yuma that he would like to have Colden speak with prior to making a decision. The Commissioners and Colden will revisit this at an upcoming meeting.
- *Crack Seal Kettle* -- Colden presented quotes on a crack-seal kettle. He shared that there are many oil county roads that are in need of crack-seal repair. Colden said that he would like to look at the equipment and come back with his recommendation at a later meeting.
- *County Road 39* – Colden presented estimates for repairs on County Road 39. This project is slated for 2017. Various options were discussed for long-range planning. Colden will continue to put numbers together for grant applications.
- *County Road 32 and DD* – Colden said he received a request to extend the culvert on County Road 32 and DD. He said he looked at the road and determined trucks have damaged the culverts while turning. He will have his crews place extension on the culverts.



- *County Road 6 Culverts* – Colden shared that crews will also be installing extension on two culverts on CR 6. He said the road is eroding and he believes could prove to be dangerous.

Yuma County Water Authority Public Improvement District

At 10:31 a.m., the Commissioners adjourned to conduct the Yuma County Water Authority Public Improvement District business.² The Commissioner's meeting resumed at approximately 10:47 a.m.

Sheriff

Sheriff Chad Day was present to discuss the following:

- *Patrol Sergeant Position* – Day reviewed the approved salary schedule for 2016. He asked for clarification for a Patrol Sergeant; relaying he believed it was discussed and approved to promote within for this position. The Commissioners discussed the need to review the salary sheets prior to the budget being approved. **Commissioner Bushner moved to approve the promotion of an in-house Patrol Deputy to Patrol Sergeant with an annual salary increase not to exceed \$4,000. Commissioner Wingfield seconded. The motion passed by unanimous vote.**
- *Burglaries* – Sheriff Day shared information about recent burglaries within the county.

National Flood Insurance Program

Jamie Proncho from the Colorado Water Conservation Board was present to review the Colorado Floodplain Damage Prevention Ordinance. The Commissioners and Land Use Administrator Rich Birnie had several questions about how to make this applicable to Yuma County. She explained that building in floodplain area is allowed, but construction must be built one-foot above the flood level for residential builds, and two-foot above the flood level for critical builds, such as Fire Stations, etc.

Proncho said that the ordinance must be in place in order for Yuma County residents to purchase flood insurance and for Yuma County to receive any federal assistance for damages in flood plain areas. Proncho relayed that she has templates available for county use and will provide such for Land Use Administrator Birnie. Proncho relayed that the County's responsibility will be to provide the floodplain information to those who are building in a floodplain area. This information would be distributed when the person applies for an Activity Notice.

Land Use

Rich Birnie, Land Use/GIS Coordinator, was present for Department updates. Also present were: Terry Hall and Andy Molt from the Y-W Electric Association.

- *Y-W Electric* – Birnie presented the Administrative Land Use Permit for Y-W Electric Association. Birnie reported that Y-W Electric will be installing a tower that is designed to fall within a 90' radius. Neighboring property owners, the City of Wray and Brophy/Wilson, have signed waivers to allow the installation of the tower. Andy tells the Commissioners that Y-W Electric Association has applied with the FAA for an aerial approval and was told that it will take approximately 45 days. The tower will be constructed after the aerial approval is obtained.

² Minutes of the Yuma County Water Authority PID are done separately.



Additionally Molt shared Y-W Electric Association will be submitting Administrative Land Use Permits for tower sites at Heartstrong, Liberty and Abarr. Birnie reported that he anticipated the process to be fairly simple because all are sites that Y-W Electric Association currently owns.

Commissioner Bushner moved to approve the Administrative Land Use Permit #1015-07, Resolution # 01-29-2016 B/ADM, for Y-W Electric Association, Inc. to install one 180', self-supporting communication tower on 1 acre close to the intersection of Highway 385 and County Road 33.6 in the NE ¼ of Section 18, Township 1N, Range 43W. Commissioner Wingfield seconded the motion; which passed unanimously. Reception No. 00566021

- *Planning Commission Representatives* – The Commissioners discussed additional persons that they have contacted to replace Brad Rock on the Planning Commission. No replacement has been found yet.
- *Gene Kramer Feed Pen Issue* - Rich informed the Commissioners that Environmental Protection Specialist Thaine Kramer will be at the Kramer Feed Pen Site in mid-February to assess the situation. Kramer will follow-up with Birnie and Assessor Taylor after his visit.
- *Meeks Gravel Pit* – Rich reported he had received a letter from the State Division of Reclamation, Mining & Safety in regards to the new gravel pit on the Meeks property. The pit will have to go through the County's land-use process. He will contact J.R. Colden, Road and Bridge Supervisor to start the process.

GIS

- *Cadastral Lines, Mapping* - Birnie was happy to report that the address centerline data entry is complete and he is conducting spot checks against the MSAG data. The next step, according to Birnie, is for training on the ArcGIS map software that will automatically create an address. The training is the last item to be completed with the original contract with Sidwell.
- *Red Book* – Birnie said that he hit a glitch in the Red Book production when he discovered that old ownership data was on the map pages. He has since solved the issue, but it has delayed the production by about a week or two.

Administrator's Report

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

- *Minutes* – **Commissioner Bushner moved to approve the January 15, 2016 Board of County Commissioners minutes. Commissioner Wingfield seconded the motion; which passed unanimously.**
- Certification of Payroll for January 22, 2016 drawn on Yuma County Funds, EFT system #39007 through #39013 and checks #30680 through #30686 totaling the sum of \$9,063.61 was signed by Chairman Robin Wiley.
- Certification of Accounts Payable drawn on Yuma County Funds on January 22, 2016 with check #61633 through #61636 for \$4,199.82 was signed by Chairman Robin Wiley.



- Certification of Accounts Payable drawn on Yuma County Funds on January 29, 2016 with check #61637 through #61714 for \$326,767.86 and Fund 16 W-Y Combined Communication accounts payable, with check #7494 through #7512 totaling the sum of \$32,719.11 were signed by Chairman Robin Wiley.
- Certification of Payroll for January 29, 2016 drawn on Yuma County Funds, EFT system #39014 through #39153 and checks #30687 through #30718 totaling the sum of \$246,837.35 and Fund 16 W-Y Combined Communications EFT system number #5451 through #5464, and checks #4361 through #4362 totaling the sum of \$32,232.74 were signed by Chairman Robin Wiley .
- *Ambulance Service Licenses* – The Commissioners reviewed the 2016 ambulance service license applications for the City of Yuma and South Y-W Ambulance Service. **Commissioner Bushner moved to approve the 2016 Ambulance Licenses for the City of Yuma Ambulance Service and the South Y-W Ambulance Service. Commissioner Wingfield seconded the motion; which passed unanimously.**

Bruce Mann requested that the Commissioners consider allowing the older, low-mileage ambulances that reside with the Idalia and South Y-W Ambulance Services, to be used by the City of Wray and/or, City of Yuma Ambulance Services. The Commissioners would like Mann and other Ambulance Directors to come to a BOCC meeting for further discussion.

- *Fairground Use Policy* – Commissioner Bushner followed up about his discussion with Fairgrounds Manager Bud Woods over the use of the horse barns. There are several stalls that are currently being used for hay, feed, and tack storage. Currently there has been no charge for such. The Commissioners agreed that some revenue should be generated from use of the stalls, to cover maintenance, repairs, and electricity at the horse barns. **Commissioner Wingfield moved to add a \$20 fee for use of a stall for storage in the horse barn, effective 01-01-2016 and revise the Yuma County Fairgrounds Use Policy and Use Form. Commissioner Bushner seconded. The motion passed unanimously.**
- *Commissioner Part-Time Position* – The Commissioners reviewed the Commissioners position; agreeing that time spent on the job still averages to a part time position. **Commissioner Wingfield moved to approve Resolution 01-29-2016 A establishing the Commissioner Salary at \$50,694 per year, which this is 85% of the statutory salary \$59,640 under CRS 30-2-102, Category IV-B. This is effective for the commissioners taking office in January 2017. Commissioner Bushner seconded the motion. The motion passed by unanimous vote.**
- *Black Widow Arena Groomer-Drag* – The Commissioners discussed a request from the Fair Board to purchase a Black Widow Arena Groomer once again. The formal written quote from Cinch Arenas was presented in the amount of \$5,700. **Commissioner Wingfield moved to accept the bid from Cinch Arenas, in Byers, Colorado, to purchase a Black Widow Arena Groomer at \$5,700 with a Fair Board Member picking up the groomer. This purchase is to be paid from Lottery Funds. Commissioner Bushner seconded the motion; which passed unanimously.**
- *NECALG Van* – An invoice from NECALG was presented for approval for the 20% match for a 2016 Dodge Van, Fleet #106, purchased from Larry H. Miller Chrysler Dodge Jeep and Ram. This van will replace Fleet # 26. This cost does not include radios and logos that will be billed separately. **Commissioner Bushner moved to approve the invoice from Northeastern Colorado Association of Local Governments for a 2016 Dodge Van, Fleet #106 in the amount of \$4,392 plus granting**



approval for Yuma County's share of the radios and decals that will be invoiced separately. Commissioner Wingfield seconded. The motion passed by unanimous vote.

- *Upcoming Events* – The Commissioners reviewed upcoming events and workshops to include: an Industrial Hemp Processing Plant Meeting in Otis on February 1, 2016; Jon Schallert's presentation of "The New Rules of Business Success" on March 22, 2016; and an IMT Workshop in Fort Morgan on March 28, 2016.
- *Super Bowl Potluck* – The Treasurer's Office is hosting a Football Food Potluck on Friday, February 5, 2016 to celebrate the Bronco's participation in Super Bowl 50!! Custodial staff Les Hasty and Extension Support Staff Autumn Conde have decorated the trees and bushes outside, sharing our blue and orange spirit!!
- *Performance Evaluations* – The Commissioners received copies of Performance Evaluations for employees in appointed positions answering to the Commissioners. The evaluations will be conducted with the employees at the February 29, 2016 meeting.
- *Listening Tour* – Hoover shared that there are already 24 RSVPs for the RPD Listening Tour, slated for February 25, 2016 in Wray.
- *Veterans Report* -- Chairman Wiley signed the Veterans Report for January 2016.

The Commissioners made their routine inspection of the jail.

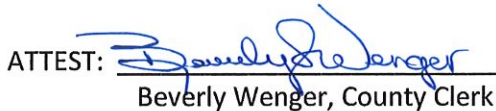
There being no further business; the meeting was adjourned at 2:24 p.m. The next regular meetings of the Board of County Commissioners will be February 16, 2016 and February 29, 2016



 Robin Wiley, Chairman



 Kara Hoover, Administrator

ATTEST: 

 Beverly Wenger, County Clerk

