



## YUMA COUNTY COMMISSIONERS

February 16, 2016

Minutes<sup>1</sup>

On February 16, 2016 at 8:00 a.m., the Yuma County Board of Commissioners met in regular session. Commissioner Dean Wingfield, Commissioner Trent Bushner, and Administrator Kara Hoover were present. Chairman Robin Wiley was absent from this meeting.

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

### Department of Human Services

The Board of County Commissioners convened as the Board of Social Services at 8:32 a.m. Human Services Director Phyllis Williams, and Receptionist Robin Barnhart were present. Detailed minutes from this meeting are maintained by the Department of Human Services.

*Staffing* – Williams presented a Salary Authorization for the IMT position that was recently vacated. **Commissioner Wingfield moved to approve and sign the Salary Authorization for former Supervisor, Louis Torres, IMT III, at G7/S4. Commissioner Bushner seconded. The motion passed.**

The Board of County Commissioners reconvened at 9:03 a.m.

### Road and Bridge

Supervisor J.R. Colden was present to provide the following updates. Land Use Administrator Rich Birnie also was present.

- *Land Use Permit* – JR submitted the Major Land Use Permit application to Land Use Administrator Rich Birnie for the Meeks Pit in Section 28 or T5S, R44W, per Yuma County Land Use regulations. The Commissioners noted that Land Use fees and deposits would be waived for this application.
- *Court House Roof* – Colden relayed that Kevin Ritchey's crew spent a lot of time repairing the leaks on the flat portion of the courthouse roof following the recent snowstorm.
- *Snow Removal* – Colden reported that Road and Bridge grader operators have been very busy working to remove snow from the last storm. The wind was a huge factor in this storm, Colden shared, blowing open roads shut again.
- *CDOT Highway 385 - County Road 33.6 Turning Lane* – Colden said that he met with CDOT about the engineering for the Highway 385, County Road 33.6 turning lane project. He will be working on obtaining proctor samples for the road base.
- *Crack Seal Kettle* -- Colden reviewed the crack seal kettle bids that he left with the Commissioners at the last meeting. After discussion, **Commissioner Bushner moved to purchase the 2009 Super Shot 250-gallon crack-seal machine from Denver Industrial Sales for \$27,000, paying from Fund 02-702-8940. Commissioner Wingfield seconded; the motion passed.**

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



- *Striping Map Proposal* – Colden shared that his staff went through the County's striping machine and is noting approximately \$6,000 in parts to repair. He is currently working with another company for an estimate of striping costs. Once he receives an estimate, he can compare the costs of repairing the striping machine with the costs from an outside company.
- *County Road 39* – Colden presented comparisons for the repairs and/or reclamation for County Road 39. Colden has been working on different options including asphalt, concrete, cement mixes with complete reclamation and alternatives for patching.
- *Monthly Safety Meetings* – Colden explained that he has implemented monthly safety meetings, covering various safety topics.
- *Working Hours* – Colden would like to go back to the four, 10-hour days. He stated that for efficiencies in the department, the 10-hour day works well. The Commissioners reiterated that it is a five-day workweek and depending on weather, Road and Bridge staff may have to work on various days of each week; Friday's may not be the day off. The Commissioners agreed that the four, 10-hour day can begin on February 29, 2016.
- *Roof on Shed at Road & Bridge* – Colden reported that his staff has been repairing the roof on the shed north of the Road & Bridge office.
- *County Road 38* -- Colden reported that he had a report of a near-accident on County Road 38, east of County Road B. He reported a small hill precludes the sight of vision at the intersection. He said that he plans to send his crew to cut down the hill to provide better sight for safety purposes.
- *County Road D and County Road 40* – Colden said that he is planning to look at County Road D and County Road 40 for similar safety issues as noted on County Road 38.
- *Eckley Property* – The Commissioners reviewed the bids as presented for a new shop on the property in Eckley. **Commissioner Wingfield moved to approve the bid from Vap Construction of \$41,608 for a 30 X 50 foot building with a 6-inch concrete floor, insulated, with a walk-in and shop door; paying from Fund 20-907-8920. Commissioner Bushner seconded the motion; which passed.**
- *Wauneta House Carpet Bids* – Colden presented two bids for carpet for the Wauneta house. **Commissioner Wingfield moved to approve the bid on 145.34 yards of carpet and pad from Wray Lumber for \$2,289.11 and for installation labor and supplies from Jacob Engels for \$734.00, for a combined total of \$3,023.11. Commissioner Bushner seconded. The motion passed.**



### Assessor

Assessor Cindy Taylor presented the following for discussion:

- *PILT* – Taylor presented a Colorado Parks and Wildlife Impact Assistance Grant Payment in Lieu of Taxes Application in the amount of \$5,175 for 2015 tax year to be collected in 2016. **Commissioner Wingfield moved to approve the Colorado Parks and Wildlife Impact Assistance Payment in Lieu of Taxes Application for \$5,175. Commissioner Bushner seconded the motion; which passed.**
- *Tax Abatement* – Taylor reviewed the petition for an abatement of taxes for years 2014 and 2015 from the Sunflower Bank, NA for the former ALCO building in Wray. The Assessor's recommendation is to allow a partial abatement for tax year 2015. She reported that there would be no adjustments made for tax year 2014 since the business was in operation and not owned by the Sunflower Bank, NA. **Commissioner Bushner moved to approve the Assessor's recommendations for a partial abatement of the 2015 taxes in the amount of \$15,962.53 from the Sunflower Bank, NA for the former Alco Building; denying the request for the 2014 tax abatement. The Stipulation Agreement accompanying the petition includes: waiver of any further appeal rights or abatement requests for years prior to 2015; agreement that the property value of \$1.3 million is fair and equitable and shall be used as the taxable value for the valuation year(s) unless the characteristics change based on additions, deletions, or unusual conditions. Commissioner Wingfield seconded the motion; which passed unanimously.**
- *Issues with WBI sale to Foundation, Inc.* – Taylor received word from the state that WBI sold Yuma County's portion of assets to Foundation, Inc. and Yuma County will be responsible for assessing the taxes for the county assets. She is currently reviewing values of assets.

### Northeast Revolving Loan Fund

Executive Director Valerie Hibbert was present to hold a public hearing for the Community Development Block Grant Loan Fund and provide updates on the Northeast Revolving Loan Fund.

Hibbert mentioned that the Revolving Loan Fund recently reached a major milestone of loaning \$25 million to small businesses in the region. The CDBG funds have been a major source of funding with the last application for a Community Development Block Grant in 2011. Hibbert mentioned that Yuma County, in the past, has acted as the lead party in cooperation with the Community Development Block Grant and requested that this remain.

Hibbert reminded the group that the applicants for the CDBG loan funds must be in the low to moderate-income level and must show how their business will create or retain jobs. She reviewed other funding available through Direct Loan. This funding source does not have the stringent requirements as the CDBG. She says that her office is always looking for good small businesses to assist.

*CDBG Hearing* -- At 11:03 am, Commissioner Wingfield opened the hearing to take comment on a Community Development Block Grant Application to the Colorado Office of Economic Development and International Trade for a Business Loan Fund Application for the Northeast Revolving Loan Fund. The application is on behalf of the Counties of Yuma, Logan, Morgan, Phillips, Sedgwick, and Washington Counties, for the purpose of requesting \$500,000 for economic development loans to small businesses of the region, through the Community Development Block Grant Business Loan Funds.



No one from the public was present for the meeting. No comments or concerns were presented.

The hearing was closed at 11:05 a.m.

**Commissioner Bushner moved to approve**

- **the Community Development Block Grant, Business Loan Funds Application requesting \$500,000 from the Office of Economic Development; and**
- **the agreement naming Yuma County as the lead party, contracting with the Northeastern Colorado Revolving Loan Fund for the duties of project coordinator to develop and carry out a Community Development Block Grant project for the Counties of Logan, Morgan, Phillips, Sedgwick, Washington and Yuma County.**

**Commissioner Wingfield seconded the motion. The motion passed.**

Landfill

Landfill Manager Cliff Henry updated the Commissioners on the following:

- *Employee Concern* – Henry brought a concern from a Landfill employee about how the overtime verses compensatory time is used by Landfill employees. Henry stated that this issue will be discussed more at the Landfill Board meeting on February 17, 2016
- *Recycling Resources Economic Opportunity Grant Program* – Henry reported that a grant has been written to the Colorado Department of Public Health for a Recycling Resources Economic Opportunity Grant in the amount of \$3,960.00 for twelve 3-yard recycling containers to accommodate additional storage for the growing plastic and newspaper recycling program. **Commissioner Wingfield moved that Yuma County apply for grant funding, on behalf of the Yuma County Landfill, to the RREO Grant in the amount of \$3,960.00 for twelve, 3-yard recycling containers to accommodate additional storage. Commissioner Bushner seconded the motion; which passed.**

Land Use

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

- *Y-W Electric* – Birnie reported that there was an error on the legal description of the tower on Resolution #01-29-2016 B/ADM, recorded under reception #00566021. It was easily corrected by striking out and initializing NE to read NW in the legal description. **Commissioner Bushner moved to correct Resolution #01-29-2016 B/ADM legal description to read the NW ¼ of Section 18, T1N, R43W. Commissioner Wingfield seconded the motion; which passed.** Re-recorded with correction under Reception No. 00566322.
- *Planning Commission Representatives* – The Commissioners reported that they are having a difficult time locating a replacement for Brad Rock on the Planning Commission.
- *Gene Kramer Feed Pen Issue* - Rich reported that he believes Environmental Protection Specialist Thaine Kramer has yet to visit the Gene Kramer Feed Pen Site. Thaine was to contact Birnie after his visit.
- *Meeks Gravel Pit* – Birnie mentioned that he received the necessary paper work for a Major Land Use application for the Meeks Gravel pit. This will be an April hearing.



- *Shepard/Smith EFS0116-01* – Birnie said the Planning Commission will review the application for Exemption from Subdivision from Gary Shepard and Marilyn Jean Smith. This application will be heard at the February 29, 2016 Land Use Hearing
- *Roy Mekelberg EFS0216-02* – Birnie relayed that the Planning Commission will also be reviewing the application for Exemption from Subdivision from Roy Mekelberg. This application will be presented at the March 31, 2016 Land Use Hearing.

#### GIS

- *Cadastral Lines, Mapping* - Birnie reported that he is currently working with Sidwell to complete the ArcGIS map training.
- *Red Book* – Birnie is now working on the large insert maps for the City of Yuma and the City of Wray. He pointed out an issue of duplicated names in the general listing. Birnie mentioned that that he would try to sort the listing in a different manner to catch duplications. Birnie relayed that he has completed a bit of research on purchasing a spiral binding machine to use to produce the Red Book in-house. He located a machine for approximately \$150 and the Commissioners were in consensus to order the machine.
- *Onx Maps* – Birnie received a request from Onx Maps for parcel data in Yuma County. The request was accompanied with a letter from Colorado Parks and Wildlife. Birnie was unsure of how the information will be used. The Commissioners requested that Birnie research further prior to providing the information, ensuring it is not being used commercially.

#### Colorado Opportunity Scholarship Initiative

Kathy Reinhardt, Executive Director Northeastern Junior College Foundation, Kellie Overturf, Morgan Community College-Wray Center Director, and Kari Linker, Director of Development Morgan Community College Foundation were present to share information about the Colorado Opportunity Scholarship Initiative. The goals of the scholarship are to provide the necessary tools for students to succeed and earn a postsecondary degree.

Linker shared that the Colorado Opportunity Scholarship Initiative allocation for Yuma County is \$16,729 for this school year. The allocation is based on free and reduced lunch funding. The group is requesting a letter of intent from Yuma County for the county allocation. Linker relayed that the Commissioners can be involved in the process as much as they would like; but Morgan Community College and Northeastern Junior College can house the funding and serve as the fiscal intermediary. The colleges would assist with the matching funds. The students applying for these funds must be a Yuma County resident, and do not have to be a full-time student, just on a path of completing a degree. Linker said that the state is looking at the possibility of using the funds for High School students enrolled in the dual credit classes. Linker and Reinhardt shared that surrounding counties including; Sedgwick, Logan, Phillips, Washington, Morgan Kit Carson, and Lincoln Counties have submitted their letters of support for this initiative.

**Commissioner Bushner moved to submit a letter requesting Yuma County's allocation, in the amount of \$16,729 for the Colorado Opportunity Scholarship Initiative. Commissioner Wingfield seconded. The motion passed.**



### Sheriff

Sheriff Day was in Denver attending a law enforcement event at the State Capital and was not able to attend in person, but rather phoned in to discuss the following:

- *LAWS Uplift* - Day reported that there is an issue in getting the correct toolbox with drawers for the new pickup. LAWS is currently working to remedy the issue. Day said the new pickup otherwise looks great. He and his patrol staff are anxious for it to be completed.
- *Foundation Donations* - Sheriff Day shared that Dudley Brown from the Rocky Mountain Gun Owners put him in touch with a Law Enforcement Foundation, sponsored by Robert Mercer. Day shared that the foundation has interest in funding a new pickup for the Sheriff's Posse to be used by Sheriff Day. Chad wanted the Commissioners to be aware of this opportunity. He reported that research with CTSI was conducted for insuring the pickup under the County umbrella. The pickup, if titled through the Yuma County Sheriff's Office, would be eligible for insurance.

### Liquor License

County Clerk Bev Wenger presented a Special Events Permit Application from the Irrigation Research Foundation, for the CHS Harvest for Hunger event to be held at the Irrigation Research Farm. **Commissioner Wingfield moved to approve the special event liquor license application for the Irrigation Research Foundation, CHS / Harvest for Hunger Fundraising Event, March 19, 2016 at the Irrigation Research Farm, located at 40161 Colorado 59 in Yuma. Commissioner Bushner seconded the motion; which passed unanimously.**

### Clerk

Additionally County Clerk Bev Wenger presented the following:

- *Staffing* – Wenger would like to increase the salary for Nancy Wright upon her promotion to Deputy Motor Vehicle Clerk to G6/S11. **Commissioner Wingfield moved to increase the salary with a promotion to Deputy Motor Vehicle Clerk to Grade 6/Step 11, effective March 1, 2016. Commissioner Bushner seconded the motion; which passed.**

Wenger shared that she conducted interviews to fill the recently vacated position in Motor Vehicle. She made an offer of employment and is awaiting an answer.

- *Election Court Case* – Wenger reported that the State of Kansas has filed charges against Lincoln Wilson for fraudulent voting. Allegedly, Wilson voted in both the State of Kansas and the State of Colorado. Wenger reported that she and other Yuma County employees will be testifying.
- *Voting Machines* - Wenger reviewed what she had learned about the new electronic ballot machines. She mentioned that this will decrease the time needed for election judges, decrease the opportunity for duplication errors, and will have the capabilities to digitize the ballots.

### Treasurers Report

Hoover presented the prepared January 2016 Treasurer's report for Treasurer Dee Ann Stults. The report shows \$668,784.11 of taxes collected; \$181,091.22 in Specific Ownership taxes collected, and \$26,647.39 in fees collected for the month.

Administrator's Report

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

- **Minutes – Commissioner Bushner moved to approve the January 29, 2016 Board of County Commissioners minutes. Commissioner Wingfield seconded the motion; which passed.**
- Certification of Accounts Payable drawn on Yuma County Funds on February 16, 2016 with check #61729 through #61857 for \$182,103.05 and Fund 16 W-Y Combined Communication accounts payable, with check #7513 through #7521 totaling the sum of \$2,351.70 were signed by Commissioner Dean Wingfield.
- **ACCA Membership** – Hoover presented the invoice for the Association of Colorado County Administrators membership. The organization recently separated from CCI, at the request of CCI's auditors. The newly established non-profit service organization changed the dues structure, basing it on the tiered classification of counties. Hoover said there were benefits to this membership including: statewide networking, list serve capabilities, district events, annual conference speakers, and access to many resources including sample policies, employment contracts, etc. Yuma County Administrator dues are \$200 for 2016. **Commissioner Bushner moved to approve the \$200 membership fees to ACCA for Administrator Hoover. Commissioner Wingfield seconded the motion; which passed.**
- **Kissinger & Fellman** – Hoover shared a letter received from Kissinger & Fellman about their rate increase effective February 21, 2016. The increase for Ken Fellman will be \$25 per hour at a special governmental entity hourly rate of \$250.
- **High Plains Highway Membership Dues** – Hoover presented an invoice for the High Plains Highway 2016 membership dues. **Commissioner Wingfield moved to approve the 2016 High Plains Membership Dues of \$100. Commissioner Bushner seconded; motion carried.**
- **Flat Roof at the Courthouse** – The Commissioners discussed the deteriorating flat roof at the Courthouse. A bid packet is being compiled and will be ready for approval at the February 29, 2016 meeting.
- **Swine/Sheep Scale Electronic Heads** – The Commissioners discussed the recently discovered disappearance of the swine/sheep scale electronic heads. The original cost was \$3,300 for the scales and the heads, purchased in 2004. The Fair Board met on February 15, 2016 and requested replacement of the electronic heads. **Commissioner Wingfield moved to approve the purchase of new electronic heads for the swine/sheep scale in the amount not to exceed \$3,000 from the lottery funds. Commissioner Bushner seconded. The motion passed.**
- **CCI Bankruptcy** – Attorney Stephen Monks contacted the Commissioners in regards to the CCI Bankruptcy case. He reported that the bankruptcy trustees are now requesting payment for the licensing fees for the use of the Treasurers and Assessors software for 2015. Monks is reviewing contracts to determine the exact fees that should be paid.
- **CDOT Railroad Crossings** – Hoover shared that she received word that there is additional funding for Railroad crossings and County Road J, east of Yuma, is now being considered. An on-site diagnostic meeting is set for March 8. County staff will be attending.




- *Workers Compensation / Casualty and Property Insurance* – The Commissioners reviewed the monthly reports for the Workers Compensation and the Casualty and Property Insurance as provided by CTSI.
- *Listening Tour* – Hoover shared that there are 30 confirmed RSVP's to the Rural Philanthropy Days Listening Tour set for Thursday February 25, 2016 in Yuma County, hosted by the Commissioners. The event will be held at the Cobblestone Inn, Wray, refreshments will be purchased locally.

There being no further business; the meeting was adjourned at 4:53 p.m. The next regular meetings of the Board of County Commissioners will be February 29, 2016 and March 15, 2016.

  
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Dean Wingfield, Commissioner

  
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Kara Hoover, Administrator

ATTEST:   
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Beverly Wenger, County Clerk