

YUMA COUNTY COMMISSIONERS

December 29, 2017

Minutes¹

On December 29, 2017 at 8:00 a.m., the Yuma County Board of Commissioners met in regular session. Chairman Dean Wingfield, Commissioner Trent Bushner, Commissioner Robin Wiley, and Administrator Andrea Calhoon were present throughout the day.

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

Liquor License

The Commissioners reviewed and signed the liquor license renewal for Route 36, LLC, dba The Grainery, at 26681 US Highway 36, Idalia Colorado.

Department of Human Services

The Board of County Commissioners convened as the Board of Social Services at 8:35 a.m. Human Service Director Phyllis Williams, Bookkeeper Melanie Fisher, and Eligibility Supervisor Grant Smith were present. Detailed minutes from this meeting are maintained by the Department of Human Services.

- **Core Services Contract Approvals** – Williams presented one contract for core services with New Leaf Counseling Center in Sterling, Colorado for review and signature. **Commissioner Wiley moved to approve the contract between Yuma County and New Leaf Counseling Center for provision of intensive family therapy/mental health Core Services for the period of December 1, 2017 through May 31 2018. Commissioner Bushner seconded the motion which passed unanimously.**
- **Salary Authorization** – Williams presented a salary authorization for a one-year increase for Lori Summers moving from Grade 4, Step 4 to Grade 5, Step 5 due to reliability and increased responsibility. Williams and Smith reported that Summers is beginning work with additional programs and increasing responsibility levels for current duties. **Commissioner Wiley moved to approve the salary authorization for Lori Summers to change from Grade 4, Step 4 to Grade 5, Step 5 as of December 1, 2017 based on one year of reliable work and an increase in job responsibility. Commissioner Bushner seconded the motion which passed by unanimous vote.**

The Board of County Commissioners reconvened 8:53 a.m.

Exit Interview

At 8:57 a.m., Commissioner Wiley moved to enter into Executive Session to conduct an employee exit interview under CRS 24-6-402(4)(f). The motion was seconded by Commissioner Bushner; which passed unanimously. Present were Deputy CJ Fell, Chairman Dean Wingfield, Commissioner Robin Wiley, and Administrator Andrea Calhoon. Executive Session concluded at 9:35 a.m.

Road and Bridge

Road & Bridge Supervisor JR Colden joined the meeting at 9:38 a.m. to provide the following updates.

Current Projects

- **County Road 39 Patch** – Colden reported crews having patched CR 39 at CR H and CR J and having used 4 loads of crushed asphalt in anticipation of the change of scope request pending for Energy Impact Grant #8203 Beecher Island Project.

¹ Minutes prepared by Andrea Calhoon are a summary of discussions, not a verbatim account.

exercise and reported that he has utilized 2017 remaining budget to begin replacing old or non-functional equipment.

Yuma County Fair Queens

At 10:50 a.m., Paige Mekelburg joined the meeting to discuss 2017 and 2018 Fair Queen budget line items. Mekelburg presented the Fair Book and Royalty Handbook changes previously approved as well as a budget breakdown, estimated annual budget, and 2016 and 2017 expenses and receipts. The Commissioners confirmed \$405 of contingency funds each budget year to assist in offsetting Queen expenses outside of specific items within the budget and Mekelburg reported that the Queen Committee sets a goal to raise \$2595 per year from sponsors to support a \$3000 Queen budget. Mekelburg inquired as to where the balance of the \$405 goes if not spent. The group discussed long-term strategy for managing expenditures and keeping Queen expenditures consistent year over year. Mekelburg reported a plan to use a recent influx of memorial funds to purchase stock items that remain with the program as opposed to benefiting one year's Queen more than another. **Commissioner Bushner moved to reimburse Yuma County Fair Queen expenses for a total of \$405 per year, unless otherwise budgeted, by paying for the annual Queen buckle directly from County funds and then reimbursing the Fair Queen Committee the difference between the budgeted total and the cost of the buckle and to pay the remaining \$150.60 for 2017 as outlined. The motion was seconded by Commissioner Wiley and passed by unanimous vote.**

Yuma County Landfill

Yuma County Landfill Supervisor Cliff Henry was heard at 11:31 a.m. to discuss the new County timekeeping system. Henry discussed concerns with job duties completed before and after staff have access to the timeclock, such as the locking and unlocking of gates.

Land Use

Yuma County Land Use Administrator/GIS Coordinator Rich Birnie was heard at 1:00 p.m. to review Land Use and GIS business.

Land Use Hearings

Chairman Wingfield opened the Land Use hearings at 1:00 p.m.

Birnie presented the staff reports for:

- Exemption from Subdivision EFS 1117-13 for Randy & Teresa Mekelburg, to divide 5.0 acres, more or less, from 160 acres, more or less, in the SW ¼ of Section 12, T3N, R47W, to separate an existing homestead from farm land for resale. Birnie reported no public comment received on the application and recommended the following stipulations:
 - The Applicant shall be responsible for complying with all Federal, State, and Local regulations, rules, codes, conditions, and design standards.
 - The new owner(s) of this parcel shall contact the Colorado Division of Water Resources, Department of Natural Resources, to change the owner name on the exiting well permit.
- Exemption from Subdivision EFS 1117-14 for Donna I. & Richard W. Moran, to divide 10.00 acres, more or less, from 160 acres more or less, in the NE ¼ of Section 28, T4N, R48W, to separate an existing homestead from farm land for financing reasons, for resale. Birnie reported no public comment received on the application and recommended the following stipulations:
 - The Applicant shall be responsible for complying with all Federal, State, and Local regulations, rules, codes, conditions, and design standards.
 - The new owner(s) of this parcel shall contact the Colorado Division of Water Resources, Department of Natural Resources, to change the owner name on the exiting well permit.
- Exemption from Subdivision EFS 1117-15 for the Estate of Bruce Warren Hall aka Bruce W. Hall aka Bruce Hall c/o Keree DeLynn Olsen, Personal Representative, to divide 17.03 acres, more or less, from 141 acres,



of Section 26, T2N, R46W, for the purpose of resale. Birnie reported no public comment received on the application and recommended the following stipulations:

- The Applicant shall be responsible for complying with all Federal, State, and Local regulations, rules, codes, conditions, and design standards.
- The new owner(s) of this parcel shall contact the Colorado Division of Water Resources, Department of Natural Resources, to change the owner name on the existing well permit.

Commissioner Wiley seconded the motion, which passed unanimously.

Recorded under Reception No. XXX

Commissioner Wiley moved to approve Administrative Permits for the City of Wray, Donald Glenn Deland, Darrel W. & Pamela C. Ritchey & Ronald R. Clark, Resolution 12-29-2017 G, to adjust the lot line between their properties so that 0.002 acres, more or less, will become part of the Deland property and be removed from the Ritchey property, 0.011 acres, more or less, will become part of the Ritchey property and be removed from the Deland property and 0.46 acres, more or less, will become part of the City of Wray and be removed from the Deland property. 0.007 acres, more or less, will become part of the Clark property and be removed from the Ritchey property and 0.004 acres, more or less, will become part of the Ritchey property and be removed from the Clark property. 0.29 acres, more or less, the north 60' of the Ritchey property and 0.70 acres, more or less, the south 146.5' of the Ritchey property will become part of the City of Wray and be removed from the Ritchey property, all properties located in the W ½ of Section 31, T2N, R43W. Commissioner Bushner seconded and the motion passed unanimously.

Recorded under Reception No. XXX

Land Use Updates

- *Pending Land Use Activity* – Birnie reported no pending applications for January 2018 at this time.

GIS

- *2018 Yuma County Plat Book* – Birnie reported work on the 2018 Plat Book as slow to progress with estimated completion further into 2018.

Sheriff's Office 2018 Vehicles

At 1:56 p.m., Undersheriff Adam Wills and Patrol Sergeant James Thomson joined the meeting to discuss the upfit package for the new Sheriff's Office vehicle purchased for delivery in January 2018. Wills reported that the previously approved 2018 Dodge Ram pickup (Unit 181) purchased from Johnson Auto Plaza via a brokered deal with Bonanza is scheduled for delivery January 11, 2018. The Commissioners reviewed bids from AVTech Electronics for the installation of an upfit package on Unit 181 including items to be transferred from the vehicle being replaced (Unit 132) to Unit 181 and the preparation of Unit 132 to be transferred to the Road & Bridge Department. Sheriff's Office Unit 132 will be re-assigned Unit 0032-18 upon transfer to the Road & Bridge Department. The total bid from AVTech for upfit of Unit 181, including a \$200 credit for re-used parts, was presented as \$20,170.65 and the total AVTech bid for retrofit of Unit 132 for transfer to Road & Bridge is \$2,263.88. Wills also presented a bid for mobile radio and recommended a Bendix King M800 for \$3,460.00 from Complete Wireless in Windsor, CO and a bid for the addition of a Grappler to the Unit 181 upfit for \$3,500.00.

Commissioner Wiley moved to approve the bid from AVTech for the upfit package on the new Sheriff's Office pickup, 2018 Dodge Ram Unit 181, for up to \$20,170.65 and the Complete Wireless bid for mobile radio for \$3,460.00 to be paid out of 20-903-8942 as well as the bid from AVTech for retrofit of the decommissioned pickup, Dodge Ram Unit 132, for \$2,263.88 with \$1,125.00 for gold light bar to be paid by the Road & Bridge Department pending approval by Road & Bridge Supervisor JR Colden, and the balance to be paid out of ACCT. Commissioner Bushner seconded the motion which passed unanimously.



on the house following separation from employment with the County on December 29, 2017. Prior approval of Sheriff Chad Day was sought as no replacement deputy is currently scheduled to move into the property. **Commissioner Bushner moved to approve a month-to-month lease continuation between CJ Fell and Yuma County for the Kirk House located at 5981 CR M for a sum of \$300.00 per month. Commissioner Wiley seconded the motion which passed by unanimous vote.**

- *Salary Authorization* – The Commissioners reviewed a salary authorization for the hire of Detention Deputy Deseray Headrick. **Commissioner Wiley moved to approve the salary authorization for Deseray Headrick at Detention Deputy I, G1S3, as of 12-18-2017. The motion was seconded by Commissioner Bushner and passed by unanimous vote.**
- *2018 CCI Public Lands Dues* – **Commissioner Bushner moved to approve the 2018 CCI Lands Dues of \$150 to be paid out of 01-101-6338 from the 2018 budget. Commissioner Wiley seconded. The motion passed unanimously.**
- *Department Reports* – The Commissioners reviewed and signed the December 2017 Veteran's Office Report.
- *Prior Meeting Follow-Up* – Calhoon provided updates on prior meeting discussion and action items. The Commissioners discussed the status of the Yuma 1 and Idalia Tower Site upgrades and received notification of no updates on the single-entry point plans from Bret Johnson Architecture and the current status of building security plans.
- *Correspondence* – Calhoon presented letters of interest for year-end Board vacancies, a notice of gravel pit reclamation release for the Noble Gravel Pit #M-2003-004, a drinking water inspection notice for the City of Wray, and invoices/finance requests.

The following board appointments were made:

- East Yuma County Cemetery Board. **Commissioner Wiley moved to reappoint Jim Schmidt to the East Yuma County Cemetery Board for a 6- year term to run 1/1/2018 through 12/31/2023. Commissioner Bushner seconded the motion and it passed unanimously.**
- Yuma County Economic Development. **Commissioner Wiley moved to reappoint Jay Owens and Dan Seedorf to the Yuma County Economic Development Board for 4-year terms to run 1/1/2018 through 12/31/2021. Commissioner Bushner seconded the motion which passed by unanimous vote.**
- Yuma County Planning Commission. **Commissioner Bushner moved to reappoint Steve Andrews and to appoint Joel Lemmons to the Yuma County Planning Commission Board for 3-year terms to run 1/1/2018 through 12/31/2020. Commissioner Wiley seconded the motion which passed unanimously.**
- Revolving Loan Fund. **Commissioner Wiley moved to approve the Revolving Loan Fund Board-recommended reappointment of Rob Harding to the Yuma County Revolving Loan Fund Board with a 3-year term to run 1/1/2018 through 12/31/2020. The motion was seconded by Commissioner Bushner and passed unanimously.**



- **Resolution #12-29-2017 C** which appropriates sums of money to the various Yuma County funds and spending agencies for the 2018 budget year.

Commissioner Bushner seconded. The motion passed by unanimous vote.

Resolutions attached.

Commissioner Wiley moved to approve Resolution #12-29-2017 H, a Supplemental Budget Resolution amending the 2017 budget and appropriating additional money to defray expenses in excess of amounts budgeted in 2017. Commissioner Bushner seconded the motion. The motion passed unanimously.

Resolution attached

There being no further business, the meeting adjourned at 4:52 p.m. The next regular meetings of the Board of County Commissioners will be on January 16, 2018 and January 31, 2018.

Dean Wingfield, Chairman

Andrea Calhoon, Administrator

ATTEST:

Beverly Wenger, County Clerk



