

YUMA COUNTY COMMISSIONERS

April 30, 2018

Minutes¹

On April 30, 2018 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 Andrea Calhoon were present throughout the day.

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

Department of Human Services

The Board of County Commissioners convened as the Board of Social Services at 8:25 a.m. Human Service Director Phyllis Williams, Eligibility Supervisor Grant Smith, Bookkeeper Melanie Fisher, and receptionist Robin Barnhardt were present. Detailed minutes from this meeting are maintained by the Department of Human Services.

The Board of County Commissioners reconvened at 8:43 a.m.

Road and Bridge

Road & Bridge Supervisor JR Colden joined the meeting at 9:15 a.m. to provide the following updates:

Current Projects

- *Federal Highway Administration Conference* – Colden reported on take-aways from the Federal Highway Administration conference recently attended by Don Marr including discussion of soft grants and lessons learned on railroad crossing arms recommended at CR K and CR J. Colden reported that Mr. Marr will come in and report on his project when he finalizes the new information.
- *Assistance Letter to YW Electric* – Colden presented a letter written to YW Electric to remind them of the County's ability to assist in clearing paths to down lines during adverse weather.
- *CR U from Highway 34 to CR 30 Reworked* – Colden reported that crews reworked County Road U from Highway 34 to County Road 30 last week to address poor road quality. The group discussed other roads in the County that may need attention in the grading rotation.
- *EIAF 8302 Change of Scope Update* – Colden provided an update on the change of scope portion of EIAF project 8302, County Road 39, H, and J and provided a project schedule for the week of August 27th. Colden reported that shoulders on CR J will be rebuilt as part of the project to ensure the continued stability of the road.
- *Kamala Chip Seal* – Colden provided a timeline for the chip seal of the Kamala Road as approved at the April 16, 2018 meeting. Chip seal is scheduled for September 10-11 and a fog seal will be done on both Kamala and 39-H-J on September 12.
- *Morgan County CAT Buybacks* – Colden reported on seven-year buybacks of CAT equipment from Morgan County. Colden requested a letter sent from the Commissioner's Office to our CAT dealer inquiring as to buybacks for the equipment recently purchased from them.
- *Time Keeping* – Colden reported on the status of efforts to streamline timekeeping for his department including a meeting with PubWorks and Teryx scheduled for later today.

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





Exemption from Subdivision

Birnie presented staff reports for:

- Exemption from Subdivision for Pariset Farms, LLLP, EFS0318-02, to divide a homestead and 13.19 acres of land, more or less, from 400 acres, more or less, on County Road U in the NW1/4 of Section 19, T1S, R45W, 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.
- Exemption from Subdivision for Pariset Farms, LLLP, EFS0318-03, to divide 4.19 acres of land, more or less, from 305 acres, more or less, on County Road 28 in the SW1/4 of Section 12, T1S, 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.
- Exemption from Subdivision for Elmer R. & Ramona M. Jernberg Revocable Living Trust, EFS0318-04, to divide a homestead and 10.00 acres of land, more or less, from 320 acres, more or less, on County Road C in the SE1/4 of Section 30, T4S, R48W, 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.
- Exemption from Subdivision for Roberta M. & S. Mervin Armagost Trust B, EFS0318-05, to divide 7 acres of land, more or less, from 36.69 acres, more or less, on County Road L in the NW1/4 of Section 22, T2N, R47W, 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.

Land Use hearings closed at 1:21 p.m.

Commissioner Wiley moved to approve Resolution 04-30-2018 A approving the Exemption from Subdivision for Pariset Farms, LLLP, EFS0318-02, to divide a homestead and 13.19 acres of land, more or less, from 400 acres, more or less, on County Road U in the NW1/4 of Section 19, T1S, R45W, 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.**

Commissioner Wingfield seconded the motion. It passed by unanimous vote.

Commissioner Wiley moved to approve Resolution 04-30-2018 B approving the application for Exemption from Subdivision for Pariset Farms, LLLP, EFS0318-03, to divide 4.19 acres of land, more or less, from 305 acres, more or less, on County Road 28 in the SW1/4 of Section 12, T1S, 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.**

Commissioner Wingfield seconded the motion, which passed by unanimous vote.



Commissioner Wiley moved to approve resolution 04-30-2018 C approving the application for Exemption from Subdivision for Elmer R. & Ramona M. Jernberg Revocable Living Trust, EFS0318-04, to divide a homestead and 10.00 acres of land, more or less, from 320 acres, more or less, on County Road C in the SE1/4 of Section 30, T4S, R48W, 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.

Commissioner Wingfield seconded the motion, which passed unanimously.

Commissioner Wiley moved to approve Resolution 04-30-2018 D approving the application for Exemption from Subdivision for Roberta M. & S. Mervin Armagost Trust B, EFS0318-05, to divide 7 acres of land, more or less, from 36.69 acres, more or less, on County Road L in the NW1/4 of Section 22, T2N, R47W, 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.

Commissioner Wingfield seconded the motion and it passed by unanimous vote.

Land Use Updates

- *Pending Land Use Activity* – Birnie reported the following pending applications for April:
 - Exemption from Subdivision EFS0418-06 for Highline Electric Association to divide 1 acre of land, more or less, from 162.1 acres more or less, on County Road QQ in the SW1/4 of Section 30, T5N, R42W, for the purpose of resale as a tower site.
 - Exemption from Subdivision EFS0418-07 for Harper Brothers, LLP to divide 5.50 acres of land, more or less, from 294.4 acres of land, more or less, at the intersection of County Roads G and 37 in the SW1/4 of Section 25, T2N, R48W, for the purpose of resale.
 - Exemption from Subdivision EFS0418-08 for Harper Brothers, LLP, to divide 2.97 acres of land, more or less, from 157.39 acres of land, more or less, on County Road G in the NW1/4 of Section 36, T2N, R48W, for the purpose of resale.
 - Exemption from Subdivision EFS041809 for Harper Brothers, LLP to divide 2.85 acres of land, more or less, from 320 acres of land, more or less, on County Road G in the SW1/4 of Section 36, T2N, R48W, for the purpose of resale.
 - Exemption from Subdivision EFS0418-10 for BW Partnership Peter Brophy and David Wilson to divide 13 acres of land, more or less, from 56.45 acres of land, more or less, at the intersection of US Highway 385 and Canyon Ridge Drive in the NW1/4 of Section 18, T1N, R43W, for the purpose of resale as a home site.
- *Yuma Post Office* – Birnie reported a discussion with the Yuma Post Office related to a parcel where Roy's Country Fair is located regarding assigning multiple addresses to one parcel.
- *Elk Creek Pipeline Boring* – Birnie reported speaking with Margaret Tyler with OneOK regarding their plan to attempt to bore under the entirety of the floodplain wherever possible. Birnie provided the FEMA FIRM panel corresponding with the planned crossing location.
- *Eckley Wastewater Treatment Plans* – Birnie reported a discussion with Eckley town officials regarding the concept plan for the Eckley Wastewater Treatment facility discussed in September 2017. The proposal requires signature of a County representative. **Commissioner Wiley moved to approve signature on the 30% concept plan documents for the Eckley Wastewater Treatment Plant, North Lift Station, and South Lift Station. Commissioner Wingfield seconded the motion, which passed unanimously.**

GIS

- *Addresses* – Birnie said he will continue to work on the City of Wray addresses while editing street centerlines.

Elected Officials/Department Head Meeting

At 2:00 p.m., the Commissioners were joined by CSU Extension Agent Joy Akey, Land Use Administrator/GIS Coordinator Rich Birnie, Sheriff Chad Day, Custodian Les Hasty, Landfill Supervisor Cliff Henry, Assessor Cindy Taylor, Clerk & Recorder Beverly Wenger, HHS Director Phyllis Williams, and Undersheriff Adam Wills for an Elected Officials/Department Head meeting. Among the topics discussed were scheduling of a building emergency exercise tentatively scheduled for September, sharing of applications for vacancies, requested updates for personnel policies, employee morale activities including scheduling an employee BBQ, 2019 budget preparations, County Rotary Club membership, and looked at suggested County logo designs.

Sheriff's Office Updates/Reports, Sheriff Chad Day

At 3:06 p.m., Sheriff Chad Day and Undersheriff Adam Wills joined the Commissioners to provide updates on Office business and review reports from the first quarter of 2018. Day provided updates on staffing within the Office and a series of statistical reports indicating productivity over the first quarter of 2018, including Useful Public Service statistics for the same period.

Administrator's Report

Administrator Andrea Calhoon reviewed calls, correspondence, and presented the following for action:

- *Minutes* – The Commissioners reviewed the minutes from the previous BOCC meetings. **Commissioner Wiley moved to approve the minutes from the March 30, 2018, April 16, 2018, and April 18, 2018 Board of County Commissioners meetings. Commissioner Wingfield seconded the motion, which passed unanimously.**
- *Certification of Accounts Payable and Payroll* drawn on Yuma County Funds on April 30, 2018 with Check #67957 through 68012 for \$332,173.98, Yuma County Payroll Funds with Check #31501 through 31527 and EFT #42805 through 42943 for \$242,881.51, WY Comm Center Funds with Check #8188 through 8202 for \$33,622.55, and WY Comm Center Payroll Funds with EFT #5804 through 5816 for \$32,851.92 were signed by Chairman Trent Bushner.
- *CAPP Report & Claim Review* – The Commissioners heard information on pending CAPP claims and the current status of the 2017 hail storm claim and the planned repair of the Courthouse and Health and Human Services roofs in June of 2018.
- *Signatures and Ratifications* –
 - *Invoices/Finance Requests:*
 - *Seal and Logo Copyright Transfer Agreement, Jared Josh* – The Commissioners reviewed an agreement with Jared Josh for the transfer of copyrights for the County logos Josh created. **Commissioner Wiley moved to approve signature on the agreement transferring copyrights to two County logos designed by Jared Josh to Yuma County. Commissioner Wingfield seconded the motion, which passed unanimously.**
 - *Fairgrounds Speaker Bid, Mega Music* – **Commissioner Wingfield moved to approve a bid by Mega Music in Sterling, CO for the purchase and installation of speaker equipment for the Yuma County Fairgrounds for a total of \$3,140.57 to be paid from 06-000-6480. Commissioner Wiley seconded the motion, which passed by unanimous vote.**



- Statement of Opposition, Hutton Application for Water Rights – **Commissioner Wingfield moved to approve Commissioner Wiley's signature on a Statement of Opposition drafted by Brownstein Hyatt Farber Schreck, LLP on the Jim Hutton Educational Foundation application for water rights in Yuma County. Commissioner Wiley seconded the motion, which passed unanimously.**
- Fair Queen Trailer Damage – The Commissioners discussed damage sustained to the Fair Queen Trailer during transport by Tri Corners Trailer Service. Commissioner Wingfield recommended repairing the minor damage and continuing with the prior agreement for trade. His recommendation was accepted by the Commissioners.
- Grant Contracts and Updates – The Commissioners reviewed the following grant updates:
 - EIAF 8302 Q1 2018 Report – Calhoon reported the filing of the Q1 2018 report for the change of scope project on EIAF grant 8302 as a progress report only.
 - FEMA Project Finalization – The Commissioners heard an update on the issuance of final payment on the 2015 FEMA project. Payments for Area 1 Small Project 9 totaling \$12,774.50 and Area 3 Project 10 totaling \$10,309.269 were received on April 23, 2018.
 - Healthcare Coalition Radio Grant – The Commissioners heard an update on the purchase of 14 radios with programming to be owned by Yuma County Office of Emergency Management with funds from the Northeast Colorado Healthcare Coalition. Radios will be purchased with County funds and reimbursement will be received from the Colorado Rural Health Center, with funds rolling through Fund 9.
- *Department Reports* – The Commissioners reviewed the Q4 2017 Seaboard monitoring report and approved the April 2017 Veteran's Services Officer report.
- *Prior Meeting Follow-Up* – Calhoon provided updates on ongoing projects including online fair ticket sales, fair advertising, the implementation of Blackbaud Financial Edge NXT accounting software, and the process of acquiring land on which to build additional emergency communication towers.
Commissioner Wiley moved to approve the land purchase contracts as amended with Mary Jo Warren and Marvin McDonald for acquisition of approximately 7 acres needed to build two additional tower sites in the NE4 S14, T2N, R29w and SE4 S2, T4S, R46W, respectively, directly adjacent to the existing Yuma 1 and Idalia towers. Commissioner Wingfield seconded the motion, which passed unanimously.
- *Correspondence* – Calhoon presented correspondence received since the last meeting including a Cease and Desist letter sent to the Commissioners and County Treasurer DeeAnn Stults in reference to the sale of delinquent mineral rights. The Commissioners tabled the discussion for a response to the Treasurer's return correspondence to the letter. The Commissioners also reviewed letters of interest for the Veteran's Service Officer vacancy as well as salary authorizations for new County Clerk's Office hires Jessica Humphrey at G5/S4 and Jessica Olson at G5/S4 as well as Deputy Tom Kron at G1/S5.

Commissioner Wiley moved to approve the payment of West Yuma County Chamber dues of \$810. The motion was seconded by Commissioner Wingfield and passed unanimously.

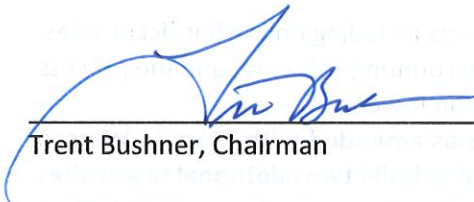


Commissioner Wingfield moved to appoint Ron Brown as the Veteran's Service Office to start in May 2018, based on availability. Commissioner Wiley seconded the motion, which passed with Commissioners Wingfield and Wiley voting in the affirmative and Commissioner Bushner voting to oppose.

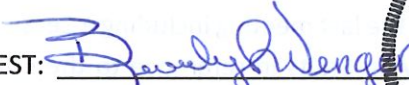
- *Oil & Gas Updates* – Calhoon reported no updates on the proposed Elk Creek pipeline since the last meeting.
- *Maintenance Updates* – Calhoon provided updates on facilities maintenance projects across the County including Fairgrounds maintenance requests. The Commissioners reviewed a list of fairgrounds maintenance requests submitted in 2017 by the Fair Board as well as reviewed bids for re-roofing of the rabbit barn. Both discussions were tabled for further information.
Commissioner Wiley moved to approve the purchase of a paint spray gun from Ace Hardware as presented by Jaden Campbell for a total of \$441.99 to be paid out of 01-507-8941. Commissioner Wingfield seconded the motion, which passed unanimously.
- *HR Updates* – Calhoon reported updates on County Human Resource topics including policy and salary structure reviews, employee newsletter publication, recruitment efforts for County employment vacancies, and pending HR issues.

Commissioner Wiley moved to hire Larry Gilliland for temporary fairgrounds maintenance at minimum wage starting May 1, 2018. Commissioner Wingfield seconded the motion, which passed unanimously.

There being no further business, the meeting adjourned at 3:30 p.m. The Commissioners completed an inspection of the Yuma County Jail following adjournment of the business meeting. The next regular meetings of the Board of County Commissioners will be on May 15, 2018 and May 31, 2018.


Trent Bushner, Chairman


Andrea Calhoon, Administrator

ATTEST: 
Beverly Wenger, County Clerk

