

YUMA COUNTY COMMISSIONERS

February 28, 2019

Minutes<sup>1</sup>

On February 28, 2019 at 8:00 a.m., the Yuma County Board of Commissioners met in regular session. Chairman Robin Wiley, Commissioner Trent Bushner, Commissioner Dean Wingfield, and Administrator Andrea Calhoon were present throughout the day.

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

Special Events Permit

At 8:15 a.m. Deputy County Clerk Nancy Wright presented for approval a special events liquor permit for the Vernon Community Center. **Commissioner Wingfield moved to approve the Special Events Liquor Permit for the Vernon Community Center for March 30, 2019. Commissioner Bushner seconded the motion, which passed unanimously.**

Department of Human Services

The Board of County Commissioners convened as the Board of Social Services at 8:30 a.m. Child Welfare Supervisor Hollie Hillman, Eligibility Supervisor Dalene Rogers, and Bookkeeper Melanie Fisher were present. Incoming Director Kara Hoover was present to observe. Detailed minutes from this meeting are maintained by the Department of Human Services.

**Commissioner Wingfield moved to approve signature on the MOU between the Yuma County Department of Human Services and the Yuma County Board of County Commissioners for placement of Colorado Works and Employment First clients with the Yuma County Facilities Department for purposes of meeting work requirements for those respective programs. Commissioner Bushner seconded the motion, which passed unanimously.**

**Commissioner Bushner moved to approve a payroll variance for Brandy Brophy for a modified work schedule to 36 hours per week at 90% pay and 90% leave accrual rate through October 2019. Commissioner Wingfield seconded the motion, which passed unanimously.**

The Board of County Commissioners reconvened at 9:10 a.m.

Road and Bridge

Road & Bridge Supervisor JR Colden joined the meeting at 9:30 a.m. to provide the department updates. Greg Etl, Regional Representative for the Department of Local Affairs was also present.

Current Projects

- *Energy Impact Grants* – Colden and Etl discussed upcoming projects with potential eligibility for Energy Impact grants. The group reviewed contract requirements and project planning as related to DOLA grant requirements as well as project timelines.
- *Service Truck, Tank, Hose Reels* – Colden presented an invoice for \$2,787.05 from Northern Tool and Equipment for hose reels and tanks for the newly purchased service truck.
- *Capital Expenditures* – Colden initiated a discussion with the Commissioners regarding his previously drafted capital improvement plan and capital expenditure funding plans for future years. The group discussed budgeting practices and historical spending decisions.
- *Colorado Barricade Credit Application* – Colden reported on the submission of the credit application previously approved on the Colorado Barricade credit application.

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





- **2018 Gravel Billing Audit** – Colden reviewed the results of an audit of the 2018 gravel billing and reported a series of back payments that had been issued to various pit owners due to documentation errors in prior year tracking. Colden reported on mitigating measures that have been put in place to resolve the errors moving forward.
- **Eckburg Gravel Pit** – Colden presented a pit inspection report for the Eckburg Pit in which a steep face was reported as having erosion concerns and the addition of material to decrease the slope was recommended as a solution. Colden estimates it would take between 400 and 500 loads of material to meet the recommendation.
- **Deterding Gravel Pit Lease** – Colden reported the May expiration of the Deterding Gravel Pit lease and presented a draft renewal lease for discussion. The landowner has requested a lease increase from 500 yards allowable personal use gravel to 1500 yards allowable. The group discussed possible negotiation trades in exchange for the increase in personal use gravel. The discussion was tabled for further conversation with the landowner.
- **Shanks Signage** – Colden provided updates on a damaged road sign at County Road 3 and County Road CC. Colden has been in contact with the responsible party who has agreed to pay for replacement of the damaged signage.
- **Wray Hospital Water Agreement** – Colden presented a renewal agreement with Wray Community District Hospital for provision of non-potable water during times of disaster or emergency. **Commissioner Bushner moved to approve signature on the renewal agreement with Wray Community District Hospital for the years of 2019-2023 for provision of non-potable water during times of disaster or emergency. Commissioner Wingfield seconded the motion, which passed unanimously.**

#### Fairgrounds Maintenance

At 10:45 a.m. the Commissioners met with Jaden Campbell to discuss 2019 fairgrounds maintenance projects and priorities. The group discussed options for increasing efficiency in mowing practices for the fairgrounds. Commissioner Wingfield expressed his appreciation of the sand burr control practices in recent years. Campbell requested assessment of options for the County to provide a vehicle for fairgrounds employees to utilize to run business-related errands. Campbell also presented requests he had received during last year's fair for Commissioner consideration.

#### Yuma County Assessor, Cindy Taylor

At 11:30 a.m. the Commissioners were joined by County Assessor Cindy Taylor who presented a Payment in Lieu of Taxes (PILT) application for the Department of Wildlife. Taylor reported that this year's application is slightly less due to the completion of payment on bonds by the Idalia School District. **Commissioner Bushner moved to approve signature on the 2018 Wildlife Impact Assistance/PILT request application for \$6,822.52 for the Department of Wildlife. Commissioner Wiley seconded the motion, which passed by unanimous vote.**

#### Land Use

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

- **Land Use Hearings** – Land Use Hearings were opened at 1:00 p.m. Yoast presented the following for signature.
  - **EFS0219-02 for Nik Benton** to divide a parcel of 6.57 acres, more or less, from a parcel of 155.92 acres, more or less in the SW ¼ of S31, T4S, R42W for the purpose of dividing the homestead from the farmland.

Land Use Hearings closed at 1:02 p.m.



**Commissioner Bushner moved to sign Resolution 02-28-2019 C approving the exemption from subdivision application EFS0219-02 for Nik Benton to divide a parcel of 6.57 acres, more or less, from a parcel of 155.92 acres, more or less, in the SW ¼ of S31, T4S, R42W for the purpose of dividing the homestead from the farmland.**

- *Pending Land Use Activity* – Yoast reported receipt of application EFS0319-03 for Boyd Arnold.
- *Floodplain Update* – Yoast reported on ongoing work with FEMA and permitting for construction within the mapped floodplain. Yoast presented a draft permit for review and noted an upcoming training in March put on by FEMA regarding floodplain land use management.
- *Land Sales* – Yoast reported on the sale of a parcel of vacant ground to Mr. John D. and Mrs. Roberta E. Schaffner with a closing date to be scheduled before March 31, 2019.

#### GIS

- *Mapping* – Yoast reported working on updates for the master map and continues work on Road & Bridge and Emergency Management maps and the Boundary Annexation Survey for 2020 census preparation.
- *Conference Attendance* – Yoast presented a request to attend an ESRI professional mapping conference in Colorado Springs.

#### EMS Council

At 1:55 p.m., the Commissioners met with the EMS Council including Jeff Schanhals, Lonnie Knudsen, Bruce Mann, Gary Baucke, and Julie Rus to discuss ambulance service license reciprocity. Also in attendance was Yuma County Emergency Manager Roger Brown. The group discussed clarifying matters regarding licensure for ambulances transporting patients outside of the boundaries of the county in which the service is licensed. The group consensus remains that the guidance and definition of the rulemaking remains unclear and continuation toward a regional reciprocity agreement is likely in the best interest of all involved, regardless of legislation.

The group also reviewed correspondence received from Holyoke EMS regarding the implementation of a community paramedic program that would encompass Yuma County as a component of its catchment area. The Commissioners requested an issuance of opinion from the council regarding potential impacts on local EMS services.

#### Veteran's Service Officer, Ron Brown

At 2:55 p.m. the Commissioners met with Yuma County Veteran's Service Officer Ron Brown to hear office and program updates.

#### 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 meeting. **Commissioner Bushner moved to approve the minutes from the February 13, 2019 Board of County Commissioners meeting. Commissioner Wingfield seconded the motion, which passed unanimously.**
- *CAPP Report & Claim Review* – The Commissioners heard information on pending CAPP and workers' compensation claims.
- *Signatures and Ratifications* –
  - Resolutions/Ordinances/Signatures:
    - **Commissioner Bushner moved to approve signature Resolution 02-28-2019 A approving closure of the Yuma County Clerk's Office on April 10-12, 2019 for annual training. Commissioner Wingfield seconded the motion, which passed unanimously.**



- **Commissioner Wingfield moved to approve signature on Resolution 02-28-2019 B approving updated authorized signors on the Human Services Client Services bank account due to changes in staffing. Commissioner Bushner seconded the motion, which passed by unanimous vote.**
- **Commissioner Bushner moved to approve final signature on Ordinance 1-2018 as advertised outlining procedures for public demonstrations of expressive activities held on County property. Commissioner Wingfield seconded the motion. It passed unanimously.**
- Invoices/Finance Requests:
  - Calhoon presented the February 2019 Accounts Over Budget report for review.
- Grant Updates – The Commissioners reviewed information regarding pending and submitted grant applications.
- *Department Reports* – The Commissioners reviewed the January 2019 TV System Maintenance Log, the February 2019 Veteran's report, and discussed the February 2019 WY Communications Board meeting. They reviewed salary authorizations for recently hired Detentions Deputies Matt Yost and Jason Allacher both at G1/S1.
- *Prior Meeting Follow-Up* – Calhoon provided updates on ongoing projects including the implementation of new accounting software and information regarding a property involved in a structure fire in Armel.
- *Correspondence* – Calhoon presented correspondence received since the last meeting including:
  - **Commissioner Wingfield moved to make the following board appointments:**
    - **Reappoint Ron Oestman to the W-Y 911 Authority Board for a term of XXX.**
    - **Reappoint Don Brophy and Roc Rutledge to Weed & Pest District Board for terms of XXX.**
    - **Appoint Gail Fritzler to the Bookmobile Board for a term of XXX.**
    - **Appoint Mike Leerar to the Economic Development Board for a term of XXX.**
  - **Commissioner Bushner seconded the motion, which passed unanimously.**
  - A request for a work session with Colorado Energy Office Director Will Toor on March 21, 2019 at 3:30 p.m. for introductions and Energy Office updates. The special meeting was set.
  - The Commissioners moved the scheduled March 29 regular meeting to March 28 for scheduling conflicts.
- *Oil & Gas Updates* – Calhoon reported no oil and gas updates since the last meeting.
- *IT Updates* – Calhoon presented updates on IT issues including a request to purchase additional RAM for the main County server for purposes of adding remote workstations, a request for purchase and install of a new server for the Yuma County Sheriff's Office, review of the weekly IT project tracking report, and updates on changes to the Yuma County website. **Commissioner Bushner moved to approve the purchase of a new server for the Yuma County Sheriff's Office for an amount not to exceed \$5,933.00 to be paid out of Fund 20. Commissioner Wingfield seconded the motion, which passed unanimously.**
- *Maintenance Updates* – Calhoon reported on various facilities maintenance topics. Including the cancellation of a fairgrounds reservation booking by Reck Agri Realty.

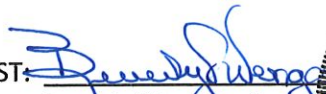


- *HR Updates* – Calhoon reported updates on County Human Resource topics including recruitment efforts for County employment vacancies and pending HR issues.

There being no further business, the meeting adjourned at 5:00 p.m. The next regular meetings of the Board of County Commissioners will be on March 15, 2019 and March 29, 2019.

  
Robin Wiley, Chairman

  
Andrea Calhoon, Administrator

ATTEST:   
Beverly Wenger, County Clerk







**RESOLUTION OF  
THE YUMA COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION #02-28-19 A**

**Closing of Clerk's office for DRIVES and Election Training**

**WHEREAS**, the County Commissioners of Yuma County, State of Colorado, at a duly and lawfully called regular meeting of said Board of Count Commissioners, held on the 28<sup>th</sup> day of February 2019, and:

**WHEREAS**, the BOCC may change hours of opening and closing per C.R.S. 30-10-109;

**WHEREAS**, format and certification requirements have changed for MV and Elections;

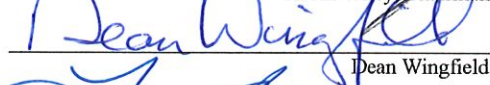
**WHEREAS**, the Yuma County Clerk and Recorder requires the MV, DL and Recording offices to be closed Wednesday April 10, Thursday April 11 and Friday April 12, 2019 for employees to attend trainings in DRIVES and Election classes for certification;

**THEREFORE**, be it resolved by the commissioners of the County of Yuma, Colorado, the offices (including Motor Vehicle, Recording, and Driver License) of the Yuma County Clerk and Recorder's office will be closed for regular business on April 10<sup>th</sup> thru April 12<sup>th</sup>.

ADOPTED, this 28<sup>th</sup> day of February, 2019

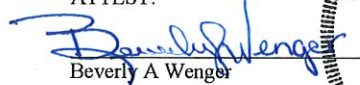
THE BOARD OF COUNTY COMMISSIONERS  
OF YUMA, COUNTY, STATE OF COLORADO

  
Robin Wiley, Chairman

  
Dean Wingfield

  
Trent Bushner

ATTEST:

  
Beverly A Wenger  
Yuma County Clerk and Recorder







**BOARD OF COUNTY COMMISSIONERS**  
**COUNTY OF YUMA, STATE OF COLORADO**  
**RESOLUTION NO. 02-28-2019 B**

**A RESOLUTION UPDATING AUTHORIZED SIGNERS FOR THE  
HUMAN SERVICES CLIENT SERVICES BANK ACCOUNT**

**WHEREAS**, the Board of County Commissioners of Yuma County, State of Colorado, has convened a duly and lawfully called regular meeting on the 28th day of February, 2019; and,





**WHEREAS**, the Debt Collection Improvement Act of 1996 (Public Law 104-134) and Yuma County Financial Auditor McMahan and Associates, LLC require; and,

**WHEREAS**, First Pioneer National Bank was designated as a depository for the Human Services Client Services Account with authorized signers as las updated in Resolution #11-15-2007 D; and,


**WHEREAS**, a change in personnel has required changes in individuals authorized to access said account,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF YUMA, STATE OF COLORADO:**

That the Board hereby recognized the below list of Yuma County employees as authorized to withdraw funds on deposit at First Pioneer National Bank, Account Number 6036058 known as the Human Services Client Services Account, with transactions requiring two (2) signatures:

<b>Name</b>	<b>Title</b>	<b>Signature</b>
Kara Hoover	Director of Human Services	
Hollie Hillman	Child Welfare Supervisor	
Dee Ann Stults	Yuma County Treasurer	
Chrystal Hammond	Yuma County Deputy Treasurer	

**MOVED, READ AND ADOPTED** by the Board of County Commissioners of the County of Yuma, State of Colorado, at its regular meeting held on the 28<sup>th</sup> day of February, 2019. The above and foregoing Resolution was, on a motion duly made and seconded, adopted by unanimous vote of the Board of Yuma County Commissioners.

  
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Yuma County Recorder, BEVERLY WENGER Page 1 of 2  
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ADOPTED this 28<sup>th</sup> day of February, 2019.



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Yuma County Recorder, BEVERLY WENGER Page 2 of 2  
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**THE BOARD OF COUNTY COMMISSIONERS  
OF YUMA COUNTY, STATE OF COLORADO**


  
\_\_\_\_\_  
Robin Wiley, Chairman

  
\_\_\_\_\_  
Dean Wingfield

  
\_\_\_\_\_  
Trent Bushner

ATTEST:

  
\_\_\_\_\_  
Beverly A. Wenger, County Clerk

  
The seal is circular with a double-line border. The outer ring contains the text "YUMA COUNTY" at the top and "COLORADO" at the bottom, separated by two stars. The center of the seal contains the word "SEAL" in a bold, serif font.

