

YUMA COUNTY COMMISSIONERS

May 31, 2019

Minutes¹

On May 31, 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 payroll and discussed various meetings attended throughout the prior month.

Liquor License

At 8:15 a.m. Deputy County Clerk Pam Zuege presented a liquor license renewal for Papa's Bait Shop.

Commissioner Bushner moved to approve the on- and off-premises liquor license renewal for Papa's Bait Shop. Commissioner Wingfield seconded the motion, which passed by unanimous vote.

Department of Human Services

The Board of County Commissioners convened as the Board of Social Services at 8:30 a.m. Human Services Director Kara Hoover, Eligibility Supervisor Dalene Rogers, and Receptionist Robin Barnhardt were present.

Commissioner Bushner moved to enter into Executive Session under CRS 24-6-402(4)(f) for Personnel Matters at 9:24 a.m. Commissioner Wingfield seconded the motion, which passed unanimously. Present for Executive Session were Chairman Robin Wiley, Commissioner Trent Bushner, Commissioner Dean Wingfield, Director of Human Services Kara Hoover, and Administrator Andrea Calhoon. Eligibility Supervisor Dalene Rogers waived participation in the session. Executive Session ended at 9:30 a.m.

The Board of County Commissioners reconvened at 9:30 a.m.

Public Comment, Mr. Jim Schmidt

Mr. Jim Schmidt was heard by request at 9:30 a.m. to discuss a road complaint at County Road 33 between County Road JJ and HH.5. The Commissioners heard Mr. Schmidt's concerns and the group discussed the road maintenance program and pit materials.

Road and Bridge

Road & Bridge Supervisor JR Colden joined the meeting at 9:45 a.m. to provide department updates.

Current Projects

- *Current Road Work* – Colden reported on his review of a complaint received from Mr. Doug Renzelman regarding CR 33 at approximately LL.
- *Propane Contract* – Colden presented a propane contract with CHS for review by the Commissioners.
- *Gardner Pit Exploration* – Colden
- *Alan Fonte Exploration* – Colden reported on gravel exploration on ground owned by Mr. Alan Fonte on the south side of Highway 34 between CR Y and CR V.
- *SB 18-001 and SB 19-262* – Colden discussed one-time funding received from legislative effort including SB 18-001 and SB 19-262. Yuma County is expecting approximately \$494,000 in additional local transportation funding in July or August of this year.
- *CR 39 and CR J* – Colden presented information on recent damage to paved road CR J which was resurfaced in 2018 as well as planned repair work on CR 39, also resurfaced last year. The group discussed various

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





factors impacting the damage including concentrated overweight truck traffic on the road surface within a narrow timeframe after replacement and the source and quality of material used.

- **Overweight Permits** – Colden discussed the County overweight permit process and issued some recommendations for an educational campaign to ensure permit requirements are publicly known.
- **Accounts Payable Digital Process** – Colden presented a process for review by the Commissioners in which accounts payable from his department will be processed, reconciled, signed, and submitted electronically.
- **Salary Authorizations** – Colden presented salary authorization requests for increases for Kasey Hill and John Standley for increased productivity and work product. **Commissioner Wingfield moved to approve the salary authorizations for Kasey Hill to increase to G5/C1/L5.5 and for John Standley to increase to G5/C1/L4.5. Commissioner Bushner seconded the motion, which passed unanimously.**

Executive Session, CRS 24-6-402(4)(f)

At 10:26 a.m. Commissioner Bushner moved to enter into executive session under CRS 24-6-402(4)(f) for Personnel Matters. Commissioner Wingfield seconded the motion, which passed by unanimous vote. Present for Executive Session were Chairman Robin Wiley, Commissioner Trent Bushner, Commissioner Dean Wingfield, Direct of Human Services Kara Hoover, Finance Officer Vicky Southards, Accounting Clerk Sarah Carwin, AP Clerk Kay Prentice, Road & Bridge Supervisor JR Colden, Land Use Administrator Colten Yoast, Maintenance Supervisor Travis Dinsmore, and Administrator Andrea Calhoon. Executive Session ended at 10:34 a.m.

Land Use

Yuma County Land Use Administrator/GIS Coordinator Colten Yoast was heard at 10:40 a.m. to review Land Use and GIS business and conduct land use hearings.

- **Land Use Hearings** – Land Use Hearings were opened at 10:40 a.m. Yoast presented the following for signature.
 - **EFS0519-04 for Collette Trust aka Cindy Richards and July Scruby** to divide a parcel of 12.55 acres, more or less, from 160 acres, more or less, in the SE ¼ of Sec 7, T4S, R46W, for purpose of resale.
 - **EFS0519-06 for Brophy Wilson Partnership aka Pete Brophy and David Wilson** to divide 6.15 acres, more or less, from 37 acres, more or less, in the NW ¼ of Sec 18, T1N, R43W, for purpose of resale.
 - **EFS0519-07 for Golden Plains Grain aka Gary Newton** to divide 7.50 acres, more or less, from 63.00 acres, more or less, in the NE ¼ of Sec 27, T2N, R47W, for purpose of resale.

Land Use Hearings closed at 10:55 a.m.

Commissioner Wingfield moved to approve Resolution 05-31-2019 C approving the exemption from subdivision EFS0519-04 for Collette Trust aka Cindy Richards and July Scruby to divide a parcel of 12.55 acres, more or less, from 160 acres, more or less, in the SE ¼ of Sec 7, T4S, R46W, for purpose of resale. Commissioner Bushner seconded the motion, which passed by unanimous vote.

Commissioner Wingfield moved to approve Resolution 05-31-2019 D approving the exemption from subdivision EFS0519-06 for Brophy Wilson Partnership aka Pete Brophy and David Wilson to divide 6.15 acres, more or less, from 37 acres, more or less, in the NW ¼ of Sec 18, T1N, R43W, for purpose of resale. Commissioner Bushner seconded the motion and it passed unanimously.

Commissioner Bushner moved to approve Resolution 05-31-2019 E approving the exemption from subdivision EFS0519-07 for Golden Plains Grain aka Gary Newton to divide 7.50 acres, more or less, from

63.00 acres, more or less, in the NE ¼ of Sec 27, T2N, R47W, for purpose of resale. Commissioner Wingfield seconded the motion, which passed by unanimous vote.

- *Administrative Land Use Permits* – Yoast presented administrative land use permit applications for Hoss Consulting to install 25 kw wind turbines.
Commissioner Wingfield moved to approve signature on Resolution 05-31-2019 F approving administrative land use permit ADM0519-02 for Mr. Erick Farmer to install a 25-kw wind turbine in the NW ¼ of Sec 21, T1S, R45W. Commissioner Bushner seconded the motion, which passed by unanimous vote.
Commissioner Bushner moved to approve signature on Resolution 05-31-2019 G approving administrative land use permit ADM0519-03 for Mr. Thomas Holtorf on behalf of Schramm Feedlot to install a 25-kw wind turbine in the NW ¼ of Sec 26, T2N, R47W. Commissioner Wingfield seconded the motion, which passed by unanimous vote.
Commissioner Wingfield moved to approve signature on Resolution 05-31-2019 H approving administrative land use permit ADM0519-04 for M&L Cattle to install a 25-kw wind turbine in the SW ¼ of Sec 19, T2N, R47W. Commissioner Bushner seconded the motion, which passed by unanimous vote.
- *Pending Land Use Activity* – Yoast reported on two permits received so far that will be heard next month.
- *Code Amendments* – Yoast reported on code amendments presented to the Planning Commission at the May meeting regarding notice to mineral estate owners. The change in code will be advertised in June and heard for public comment by the Planning Commission in June and the Board of County Commissioners in July. Yoast also discussed research efforts on identifying an updated fee and fine structure for land use permits and failure to file appropriately. Further updates and recommendations will be made at an upcoming meeting.
- *Washington County Land Purchase* – Yoast provided an update on the correction of closure documents on a recent land purchase in Washington County for the location of a new emergency communication tower.

GIS

- *Mapping* – Yoast reported working on updates for the master map and continues work on Road & Bridge and Emergency Management maps. Yoast discussed contract work done for the City of Yuma since last meeting.
- *Contract Work* – Yoast provided updates on his work for various other local governments under contract.
- *Printer Maintenance Fee* – Yoast presented a request to pay the annual maintenance fee on his office printer. **Commissioner Bushner moved to approve the renewal of the annual maintenance fee on the GIS office printer. Commissioner Wingfield seconded the motion, which passed unanimously.**

Elected Officials/Department Head Meeting

At 1:06 p.m. the Yuma County Elected Officials and Department Heads convened for a quarterly meeting. Present were Chairman Robin Wiley, Commissioner Trent Bushner, Commissioner Dean Wingfield, Clerk & Recorder Bev Wenger, Assessor Cindy Taylor, Treasurer Dee Ann Stults, Sheriff's Office Intern Brittany Baughman, Director of Human Services Kara Hoover, and Landfill Supervisor Cliff Henry. Topics included follow-up on previous conversations regarding community service events, processing of CORA requests, Wray Daze and parade participation, and facilities topics. Also up for discussion were safety topics, longevity awards, the annual employee barbeque, County logos, and County IT services. The annual employee barbeque and ice cream social was set for September 13, 2019 at the Elections Center. A committee will be put together to plan.

Todd Combs, Yuma County Sheriff

At 2:15 p.m. the Commissioners met with Yuma County Sheriff Todd Combs and Jail Sergeant Joe Wells to discuss various office updates.

Commissioner Bushner moved to approve the contract template for Yuma County Jail to board inmates for other local governments under the approved template as presented. Commissioner Wingfield seconded the motion and it passed unanimously.

Administrator's Report

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

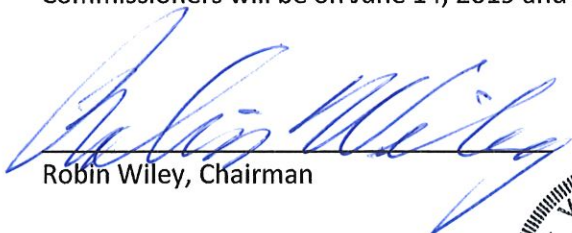
- **Minutes** – The Commissioners reviewed the minutes from the previous BOCC meeting. **Commissioner Bushner moved to approve the minutes from the May 14, 2019 Board of County Commissioners meeting. Commissioner Wingfield seconded the motion, which passed unanimously.**
- **CAPP Report & Claim Review** – The Commissioners heard information on pending CAPP and workers' compensation claims.
- **Signatures and Ratifications** –
 - Resolutions/Ordinances/Signatures:
 - **Commissioner Wingfield moved to ratify Commissioner Bushner's signature on the 2019 fair night show contract with Kinnon Entertainment for \$25,000 with additional catering buyout and backline expenses. Commissioner Bushner seconded the motion. It passed unanimously.**
 - **Commissioner Wingfield moved to approve signature on Resolution 05-31-2019 A increasing the 2019 Flex Spending Account limit to \$2,700 and approving the 2019 Flex Spending Plan Document. Commissioner Bushner seconded the motion, which passed by unanimous vote.**
 - **Commissioner Bushner moved to approve signature on Resolution 05-31-2019 B updating authorized signers on all First Pioneer National Bank accounts held under the Yuma County Tax ID. Commissioner Wiley seconded the motion and it passed by unanimous vote.**
 - **Commissioner Bushner moved to approve signature on Resolution 05-31-2019 I transferring \$300,000 from Fund 1 to Fund 9 for coverage of the purchase of two new County ambulances to be transferred from Fund 9 back to Fund 1 after receipt of grant reimbursement. Commissioner Wingfield seconded the motion, which passed unanimously.**
 - Invoices/Finance Requests:
 - **Commissioner Bushner moved to approve signature on the 2019 Fair Queen pickup lease with Bonanza Ford for \$800. Commissioner Wingfield seconded the motion. It passed by unanimous vote.**
 - **Commissioner Bushner moved to approve payment of an additional \$6,745 toward the purchase of a new ambulance for Idalia Ambulance Service for safety equipment not covered by grant funds. Commissioner Wingfield seconded the motion, which passed unanimously.**
 - Grant Updates:
 - The Commissioners reviewed information regarding pending and submitted grant applications including the DOLA Administrative Planning Grant for the Ag Innovation Center as well as the Ag Innovation Center GOCO grant progress for an expansion of the fairgrounds beef barn. The Commissioners heard updates on the pending DOLA Administrative Planning Grant application for a Landfill Feasibility Study. Economic



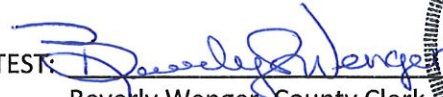
Development Director Phil Riggleman joined the meeting at 3:00 p.m. to be present for bid openings for the DOLA Administrative Planning Grant for a rural housing study. **Commissioner Bushner moved to accept the bid from Hanna Keelan Associates PC for a rural county-wide housing needs assessment. Commissioner Wingfield seconded the motion, which passed unanimously.**

- *Department Reports* – The Commissioners heard various department reports and reviewed the May 2019 Veteran’s Service Officer report. Among department reports were a discussion on the resignation of the WY Emergency Communications Center Director and Yuma County’s role in the related transition, a discussion of security staffing for the Yuma County Fair, and notification of the 2021 necessary replacement of the Sheriff’s Office fingerprint machine.
- *Prior Meeting Follow-Up* – Calhoon provided updates on ongoing projects including the implementation of new accounting software and a prior request to host roping events at the Yuma County Fairgrounds.
- *Correspondence* – Calhoon presented correspondence received since the last meeting including:
 - The requested purchase of an ambulance from South YW Ambulance Service by Wray EMS, which was approved.
- *Oil & Gas Updates* – Calhoon reported on oil and gas updates since the last meeting including updates on Senate Bill 19-181 related to oil and gas drilling permits and a notice of flowlines abandoned in the NE4NW4, Sec 17, T4S, R43W.
- *IT Updates* – Calhoon presented updates on various IT issues including the implementation of broadband services at all Wray location County offices.
- *Maintenance Updates* – Calhoon reported on various facilities maintenance topics. A report was given on a county-wide meeting held to plan for an inter-department tool and equipment inventory as well as the posting of new equine liability signs at the Yuma County Fairgrounds, and the completed installation of a new floor in the jail kitchen.
- *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 5:40 p.m. Following the completion of business, the Commissioners completed an inspection of the Yuma County Jail. The next regular meetings of the Board of County Commissioners will be on June 14, 2019 and June 28, 2019.


Robin Wiley, Chairman


Andrea Calhoon, Administrator

ATTEST: 
Beverly Wenger, County Clerk



**YUMA COUNTY
IRC SECTION 125 FLEXIBLE BENEFITS PLAN
AMENDMENT**

RESOLUTION NO. 5-31-2019 A

WHEREAS, Yuma County, a plan sponsor of an IRC Sections 125 Flexible Benefits Plan, has the right, at any time, to amend this Plan;

AND, in keeping with the IRS' regulations governing Section 125 of the Internal Revenue Code;

RESOLVED, that effective for the plan year beginning July 1, 2019, the IRC Section 125 Flexible Benefits Plan shall be amended as follows:

In accordance with IRS Notice 2013-71, this plan shall continue to allow participants in the Health Flexible Spending Account (FSA) to carryover up to \$500.00 from the prior plan year balance to the new plan year. This carryover amount is in addition to employees election for the new plan year, and;

Dependent Day Care allocated by participant is not to exceed \$5,000 a plan year. The Grace Period Provision for Dependent Day Care remains as per IRS Notice 2005.42 extending to September 15.

A participant may elect to redirect on a non-tax basis, a portion of the gross compensation for reimbursement of health expenses incurred during the plan year, to the extent that such expenses do not exceed an amount equal to the lesser of:

- A. The amount allocated by the Participant for this benefit; or
- B. An amount not exceeding \$2,700.00 per plan year, unless employee participant has a previous plan year carryover up to \$500.00; in which case that dollar amount will be added to their new year Flexible Spending Account (FSA). Maximum with carryover cannot exceed \$3,250.00 (\$2,750 + \$500).

THE ANNUAL AMOUNT ALLOCATED FOR THIS BENEFIT, LESS ALL PREVIOUSLY RECEIVED REIMBURSEMENTS, IS AVAILABLE AT ALL TIMES DURING THE PLAN YEAR.

BE IT UNDERSTOOD that the passage of this amendment is in all respects legal and that this amendment is in full force and effect.


The above and foregoing Resolution was, on motion duly made and seconded, adopted by unanimous vote of the Yuma County Board of Commissioners on the 31st day of May, 2019.

Adopted this 31st day of May, 2019.


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



Robin Wiley, Chairman



Trent Bushner, Commissioner

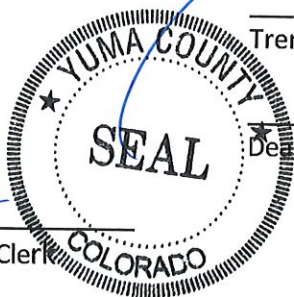


Dean Wingfield, Commissioner

ATTEST:



Beverly A Wenger, County Clerk



00009305 6/18/2019 9:59 AM
Yuma County Recorder, BEVERLY WENGER Page 1 of 1
COMMUN R [fee:rec] S [fee:sur] ST [fee:stsur] D [fee:doc]

BOARD OF COUNTY COMMISSIONERS
COUNTY OF YUMA, STATE OF COLORADO

RESOLUTION NO. 05-31-2019 B

**A RESOLUTION UPDATING AUTHORIZED SIGNERS FOR ALL
ACCOUNTS HELD AT FIRST PIONEER NATIONAL BANK**

WHEREAS, the Board of County Commissioners of Yuma County, State of Colorado, has convened a duly and lawfully called regular meeting on the 31st day of May, 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 various accounts with authorized signers updated via varied resolutions; and,

WHEREAS, a comprehensive record of authorized signers for all accounts held at First Pioneer National Bank is desired by the County and the Bank alike,

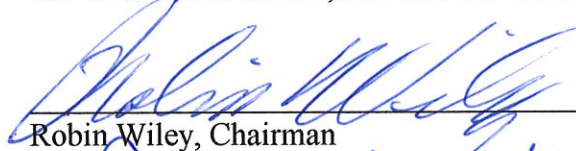
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF YUMA, STATE OF COLORADO:

That the Board hereby recognizes the attached list of Yuma County employees as authorized to withdraw funds on deposit at First Pioneer National Bank, as delineated as per the attached list, considered Appendix A to this Resolution.

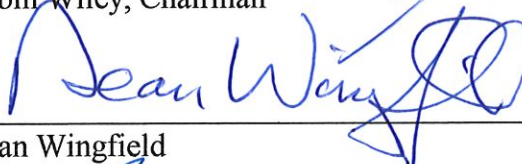
MOVED, READ AND ADOPTED by the Board of County Commissioners of the County of Yuma, State of Colorado, at its regular meeting held on the 31st day of May, 2019. The above and foregoing Resolution was, on a motion duly made and seconded, adopted by unanimous vote of the Board of Yuma County Commissioners.

ADOPTED this 31st day of May, 2019.

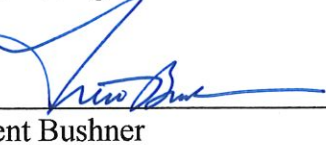
**THE BOARD OF COUNTY COMMISSIONERS
OF YUMA COUNTY, STATE OF COLORADO**



Robin Wiley, Chairman



Dean Wingfield

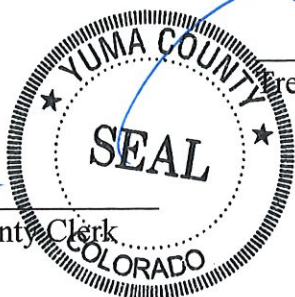


Trent Bushner

ATTEST:



Beverly A. Wenger, County Clerk




00009306 6/18/2019 9:59 AM
Yuma County Recorder, BEVERLY WENGER Page 1 of 2
COMMUN R [fee:rec] S [fee:sur] ST [fee:stsur] D [fee:doc]

| | ACCOUNT | NAME ON ACCOUNT | AUTHORIZED SIGNERS | ADDRESS |
|----|----------------|---|--|--|
| 1 | SAFE BOX 708 | Yuma County Dee Ann Stults, Treasurer | Dee Ann Stults, Chrystal Hammond | 310 Ash Street Suite C Wray, CO 80758 |
| 2 | 10 533 07 | Yuma County Dee Ann Stults, Treasurer | Dee Ann Stults, Chrystal Hammond | 310 Ash Street Suite C Wray, CO 80758 |
| 3 | 20 000 67 | Yuma County Dee Ann Stults, Treasurer | Dee Ann Stults, Chrystal Hammond | 310 Ash Street Suite C Wray, CO 80758 |
| 4 | 20 108 52 | Yuma County 125 Trust Account Yuma County Commissioners | 2 signatures required Robin Wiley, Dean Wingfield, Trent Bushner, Dee Ann Stults or Chrystal Hammond | 310 Ash Street Suite A Wray, CO 80758 |
| 5 | 20 119 13 | Yuma County Washington Yuma Combined Communications Dee Ann Stults, Treasurer | Dee Ann Stults, Chrystal Hammond | 310 Ash Street Suite C Wray, CO 80758 |
| 6 | 20 126 77 | Yuma County IRS//State EFT Account Yuma County Commissioners | 2 signatures required Robin Wiley, Dean Wingfield, Trent Bushner, Dee Ann Stults or Chrystal Hammond | 310 Ash Street Suite A Wray, CO 80758 |
| 7 | 20 143 19 | Yuma County Clerk IRS Account | Dee Ann Stults, Chrystal Hammond, Beverly Wenger, Pamela Zuege | 310 Ash Street Suite F Wray, CO 80758 |
| 8 | 20 157 14 | Yuma County Public Trustee E- Recording | Dee Ann Stults, Chrystal Hammond | 310 Ash Street Suite C Wray, CO 80758 |
| 9 | 20 16 001 | Yuma County Public Trustee Dee Ann Stults | Dee Ann Stults, Chrystal Hammond | 310 Ash Street Suite C Wray, CO 80758 |
| 10 | 20 162 65 | Yuma County Special Reserve Account | Dee Ann Stults, Chrystal Hammond | 310 Ash Street Suite C Wray, CO 80758 |
| 11 | 20 163 11 | Yuma County AP and Payroll Clearing Account | Dee Ann Stults, Chrystal Hammond | 310 Ash Street Suite A Wray, CO 80758 |
| 12 | 30 04 147 | Yuma County Yumex Fund Golden Plains Extension Service | 2 signatures required Joy Akey, Carmen Murraray Dee Ann Stults or Chrystal Hammond | 310 Ash Street Suite B Wray, CO 80758 |
| 13 | 60 36 058 | Yuma County Board of Commissioner Department of Human Services | 2 signatures required Kara Hoover, Hollie Hillman, Dee Ann Stults or Chrystal Hammond | 340 South Birch, Wray CO 80758 |



BOARD OF COUNTY COMMISSIONERS
COUNTY OF YUMA, STATE OF COLORADO

RESOLUTION NO. 05-31-2019 I

**A RESOLUTION TRANSFERRING \$300,000 FROM FUND 1 TO
FUND 9**

WHEREAS, the Board of County Commissioners of Yuma County, State of Colorado, has convened a duly and lawfully called regular meeting on the 31st day of May, 2019; and,

WHEREAS, ambulance purchases partially funded with County funds have recently been finalized; and,

WHEREAS, Yuma County shall pay the cost of said ambulances and await reimbursement of grant funds for portions not covered by County dollars; and,

WHEREAS, Fund 9, also known as the Grant Fund, lacks sufficient funding to retain a positive fund balance in the time between issuance of payment and grant reimbursement,

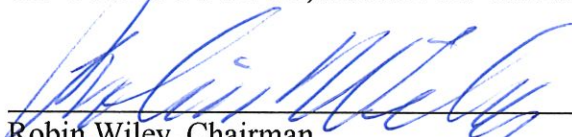
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF YUMA, STATE OF COLORADO:

That the Board hereby transfers \$300,000 from the General Fund, Fund 1 to the Grant Fund, Fund 9 until such time as grant reimbursement funds are received, at which time \$300,000 is to be transferred from the Grant Fund, Fund 9 back to the General Fund, Fund 1.

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 31st day of May, 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.

ADOPTED this 31st day of May, 2019.

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



Robin Wiley, Chairman

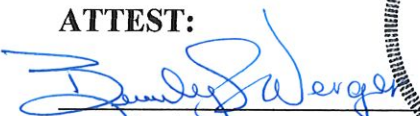


Dean Wingfield

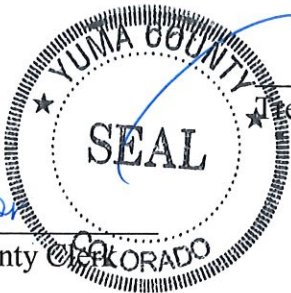


Trent Bushner

ATTEST:



Beverly A. Wenger, County Clerk




00009307 6/18/2019 9:59 AM
Yuma County Recorder, BEVERLY WENGER Page 1 of 1
COMMUN R [fee:rec] S [fee:sur] ST [fee:stsur] D [fee:doc]

