



YUMA COUNTY COMMISSIONERS

April 30, 2020

Minutes¹

On April 30, 2020 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 meeting was open to the public via teleconference due to the COVID19 pandemic.

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

Financial Reports

Finance Officer in Training Sarah Carwin joined the meeting at 8:30 a.m. to provide financial updates including capital acquisition expenditure reports, updates on the implementation of Paycor payroll software and the implementation of YTime timekeeping at Road & Bridge.

Human Services

The Board of County Commissioners convened as the Board of Social Services at 9:00 a.m. Human Services Director Kara Hoover, Bookkeeper Melanie Fisher, and Receptionist Robin Newton were present via teleconference. Detailed minutes of the Board of Social Services are maintained separately by the Department of Human Services.

The Board of County Commissioners reconvened at 9:55 a.m.

Road and Bridge

Road & Bridge Supervisor Tom Andersen and Assistant Road & Bridge Supervisor Sean Malay joined the meeting at 10:00 a.m. to provide department updates.

- *Tractor Purchase Updates* – Malay provided updates on the repairs of mowing tractors in preparation for the mowing season. Malay presented a bid for the purchase of the tractors that have been leased in prior years following the repair of each machine by John Deere. **Commissioner Wiley moved to purchase the three previously leased tractors from John Deere for a total of \$100,163.64 to be paid from Fund 2. Commissioner Bushner seconded the motion, which passed unanimously.**
- *D8 Track Repair* – Malay reported that the repair work on the D8 dozer tracks has been completed and the dozer is being picked up in Burlington this week.
- *Backhoe Repairs* – Malay presented a bid for the repair of the backhoe by Wagner Equipment for \$9,919.44.
- *Pickups* – Malay presented pickup bids as discussed at the previous meeting. The group discussed pricing and specs for the pickups needed and reviewed bids from Bonanza Ford in addition to the previously presented Dodge and GMC bids. **Commissioner Bushner moved to approve the purchase of two Ford pickups from Bonanza Ford for an amount not to exceed \$39,552.48 each to be paid out of Fund 2. Commissioner Wiley seconded the motion. It passed unanimously.**
- *New Semi* – The group reviewed and discussed a bid for a new Kenworth T880 semi truck for \$128,775 before trade in. Overall fleet condition and needs were discussed and the group will discuss further following the discussion.
- *Eckley Water Truck Provision* – Eckley Mayor Jessie Vance was heard to request assistance with providing water in case of a fire in Eckley while the Eckley water situation is reviewed and evaluated. Vance will work directly with Andersen and Malay to assess a solution.
- *Staffing Structure* – Andersen and Malay provided updates on the restructure of leadership in the department as well as the overall training and road maintenance plan in light of the changes.
- *CR 51 & CR CC* – Andersen provided updates on current road work on County Roads 51 and CC.
- *Fairgrounds Drainage* – The group discussed the fairgrounds drainage project.

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



- *Private Property Access* – Andersen reviewed a conversation recently had with a landowner with a landlocked property. The group will discuss further with the Land Use Administrator.
- *Office Staff* – **Commissioner Wiley moved to approve the salary authorization for Charman Adame for increased responsibilities pending acceptance of a new job description.**
- *New Hires* – Andersen presented two new hires for truck driving and maintenance positions, Cecil Dull and Andrew Hagemeyer.
- *Culvert Project* – Andersen provided an update on culvert work currently under way on County Road AA.

Senator Corey Gardner's Office, Darlene Carpio

At 11:00 a.m. the Commissioners were joined by Darlene Carpio of Senator Corey Gardner's office to hear federal and legislative updates. Carpio provided various updates on federal work related to COVID19 and both the emergency medical response as well as the current and future economic response. The group discussed challenges in the agriculture sector resulting from the economic impacts of COVID19.

Carpio requested feedback from the Commissioners regarding how Senator Gardner's office can be of support to local constituents and organizations. The Commissioners discussed challenges with PPE for critical businesses as well as for individual people to protect themselves as the economy begins to ease back into a more open public interaction. Carpio discussed available options as well as barriers in the national supply chain for both masks and hand sanitizer. Additionally, the group discussed the local task force developed to design, implement, and continually review a working document to define the protocols under which Yuma County will begin the process of reopening various businesses over the coming weeks and months as well as clarified some of the information available on federal commodity and agricultural producer support programs.

Land Use

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

- *Pending Land Use Activity* – Yoast reported no land use applications to be heard via hearing today. He reported three administrative permits, one minor land use permit, and one major land use permit expected to be heard in May. Yoast reported that Planning Commission hearings are likely to be held virtually again in May.
- *Land Use Access and Road Issue* – The group discussed a land use and road issue in Sec 36, T2N, R47W. Mr. Steve Winger joined the meeting via teleconference and discussed the issue with the Commissioners. The Commissioners proposed solution to develop and record an easement in cooperation with the landowner group with costs to be split between the landowners and the Board of County Commissioners. Mr. Winger will discuss with the landowner group and make return contact with Commissioner Bushner.
- *Building Code Clarification* – Yoast requested clarification on building code related to automated sprinkler systems in lodging facilities. The group discussed the 2012 building code version as compared to the 2015 version. It was clarified that Yuma County requires conformance with the current State requirements.

GIS

- *Current Projects* – Yoast reported on various GIS topics including the online map and public utility mapping work being completed with the City of Yuma.

Economic Development, Phil Riggleman

At 2:00 p.m. the Commissioners were joined by Yuma County Economic Development Director Phil Riggleman to continue the discussion on local economic support initiatives. Among topics discussed were logistical and operational considerations of a local t shirt sale campaign. Yuma County Economic Development expects to enter into a contract with the Rural Communities Resource Center to manage funds and will ensure that guidelines are clearly defined in the agreement. Riggleman also reported that he will have more information on a potential gift



card matching program to be administered by the Chambers of Commerce. He will submit additional information following an upcoming meeting. Riggleman reported that Yuma County Revolving Loan Fund has declined to expand programs at this time but that there is potential for partnership with the Morgan County Revolving Loan Fund if the Commissioners determine there is need for the expanded program. The Commissioners opined that they would like to focus on currently existing programs and assess the need for potential additions once the existing programs and protocols are implemented and can be assessed.

Riggleman also reported that he has been contacted regarding a business owner who would like to use the C-PACE program previously discussed to install a solar heating system in their business. Riggleman inquired as to Yuma County's opinion on implementing the C-PACE program in Yuma County.

Administrator's Report

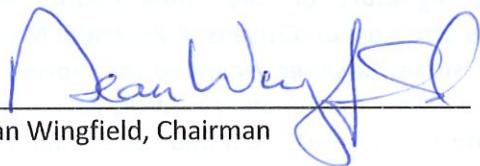
Administrator Andrea Calhoon reviewed calls, correspondence, and presented the following for discussion and action:

- *Minutes* – The Commissioners reviewed the minutes from the previous BOCC meetings. **Commissioner Wiley moved to approve the minutes from the April 16, 2020 regular meeting and the April 24, 2020 special meeting of the Board of County Commissioners. Commissioner Bushner 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 Wiley moved to approve signature on Resolution 04-30-2020 A transferring 2020 SCAAP funds of \$3,194 from Fund 1 to Fund 12. Commissioner Bushner seconded the motion, which passed unanimously.**
 - **Commissioner Wiley moved to approve signature on the Yuma County Plan Maximizing Public Health While Minimizing Stressors on Citizens, A Potential Medial Surge, and an Economic Collapse. Commissioner Bushner seconded the motion. It passed by unanimous vote.** The plan will be routed for signature to Wray Community District Hospital, Yuma District Hospital, and the Northeast Colorado Department of Public Health before submission to the Colorado Department of Public Health and Environment.
 - Invoices/Finance Requests:
 - The Commissioners discussed capital spending in Fund 2 year to date.
 - Grant Updates:
 - The Commissioners reviewed information regarding pending and submitted grant applications including various grants for the Ag Innovation Center, the DOLA administrative planning grant for completion of a landfill feasibility study, the approval of CDOT multimodal grant funds, and the submitted energy impact grant application for the Eckley Road paving project. **Commissioner Wiley moved to approve the purchase of new livestock pens and scale for the Yuma County fairgrounds as bid by Ackerman Distributing for an amount not to exceed \$105,600 following the receipt of the required matching contribution by Ag Innovation. Commissioner Bushner seconded the motion, which passed unanimously.** The bids for fans and electric screens were tabled for the receipt of additional bids. **Commissioner Bushner moved to approve the issuance of a 25% deposit payment on the approved pens and scale as well as the issuance of the remaining 75% which is to be held by Ackerman Distributing until delivery of goods. Commissioner Wiley seconded the motion. It passed by unanimous vote.**

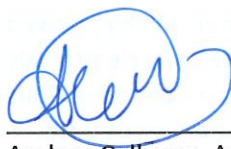


- *Department Reports* – The Commissioners reviewed the Q1 2020 Seaboard Foods monitoring report and the April 2020 Veteran's Service Officer report.
- *Prior Meeting Follow-Up* – Calhoon provided updates on ongoing projects.
- *Correspondence* – Calhoon presented correspondence received since the last meeting including:
 - A letter of gratitude to Ms. Ida Mathies and Friends for the donation of cloth masks to be worn by Yuma County employees during the conduction of public business.
 - Issued a request to schedule Yuma County Fair Queens Coordinator Michelle Smith to discuss protocols and plans for the travel schedule for the Yuma County Fair Queen and Lady in Waiting during the upcoming fair and rodeo season.
- *CDL Testing Unit* – Calhoon provided updates on the status of the Yuma County CDL testing unit.
- *Oil & Gas Updates* – Calhoon reported on oil and gas updates since the last meeting including updates on the regional and local government coalition working on Senate Bill 19-181 related to oil and gas drilling permits and litigation to which Yuma County is party regarding rulemaking by the Air Quality Control Commission.
- *IT Updates* – Calhoon presented updates on various IT topics including remote work capabilities for various County employees.
- *Maintenance Updates* – Calhoon reported on various facilities maintenance topics.
- *HR Updates* – Calhoon reported updates on county Human Resource topics including policy updates and county vacancies.

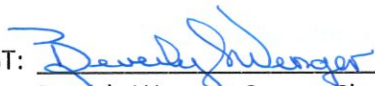
There being no further business, the meeting adjourned at 4:05 p.m. The next regular meetings of the Board of County Commissioners will be on May 18, 2020 and May 29, 2020.



Dean Wingfield, Chairman



Andrea Calhoon, Administrator

ATTEST: 

Beverly Wenger, County Clerk





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

Resolution # 04-30-20 A

RE: Transfer \$ 3,194.00 from the Yuma County General Fund (Fund 1) to the Sheriff's Trust Fund (Fund 12)

WHEREAS, The Board of County Commissioners of Yuma County, State of Colorado, has convened a duly and lawfully called regular meeting on the 30th day of April, 2020 and;

WHEREAS, revenues for the SCAAP Federal Grant Funds have been posted to the General Fund #1 as per the Department of Justice grant requirements and;

WHEREAS, expenditures for current year have been expended from previous years carryover of SCAAP funds in Fund 12 and;

WHEREAS, the SCAAP Federal Grant Funds received in 2020 are \$3,194.00 and;

WHEREAS, let it be known that future SCAAP Funds will continue to be deposited in the General Fund Jail Account and transferred to the Sheriff's Trust Fund #12 and expended from the Sheriff's Trust Fund #12-305 expenditure lines;

WHEREAS, this transfer will cover the intention of the Yuma County Commissioners and the Yuma County Sheriff, to handle these funds in compliance with SCAAP Federal Grant Fund Guidelines so;

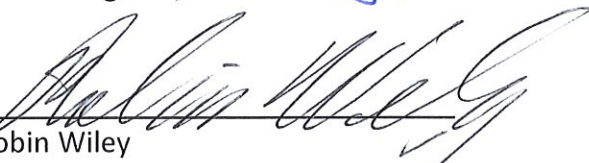
THEREFORE, BE IT RESOLVED, the Commissioners of Yuma County, State of Colorado, approve the transfer of three thousand one hundred ninety-four dollars and no cents (\$3,194.00) from the General Fund #1 to the Sheriff's Trust Fund #12-305.

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 30th day of April 2020.

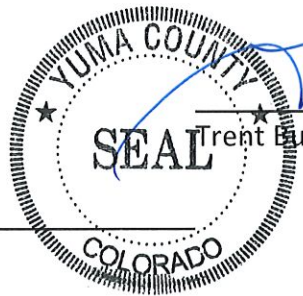
ADOPTED THIS 27th DAY OF APRIL 2020.

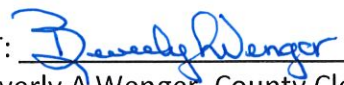
**THE BOARD OF COUNTY COMMISSIONERS
OF YUMA COUNTY, STATE OF COLORADO**


Dean Wingfield, Chairman


Robin Wiley


Trent Bushner



ATTEST: 
Beverly A Wenger, County Clerk

