



## YUMA COUNTY COMMISSIONERS

Minutes<sup>1</sup>

On August 31, 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 with Commissioner Wingfield joining via teleconference. The meeting was open to the public via teleconference due to the COVID19.

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

Liquor License Applications

Deputy County Clerk Nancy Wright joined the meeting at 8:15 a.m. to present for signature the previously approved retail liquor license for Ballyneal.

Financial Reports

Finance Officer in Training Sarah Carwin joined the meeting at 8:30 a.m. to provide financial updates including the limits on Commissioner credit cards, fringe benefit costs for 2020, leave time carryover policies at separation from employment, interim fair department financial statements, capital purchases to date, and updates on the Paycor payroll processing implementation.

**Commissioner Wiley moved to increase the Finance Office credit card limit to \$10,000 to accommodate building maintenance purchase costs. Commissioner Bushner seconded the motion and it passed by unanimous vote.**

**Commissioner Wiley moved to cap compensatory leave buyout at separation at 32 hours for exempt employees and to cap personal leave buyout at separation for all employees at 480 hours and to have personnel policy updated as such. Commissioner Bushner seconded the motion, which passed unanimously.**

Human Services

The Board of County Commissioners convened as the Board of Social Services at 9:00 a.m. Human Services Director Kara Hoover, Child Welfare and Adult Protection Supervisor Hollie Hillman, Eligibility Supervisor Dalene Rogers, Child Support Coordinator Joyce Brown, Income Maintenance Tech Jessica Bauer, Bookkeeper Melanie Fisher, and Receptionist Robin Stich were present. Detailed minutes of the Board of Social Services are maintained separately by the Department of Human Services.

**Commissioner Wiley moved to enter into executive session at 9:08 a.m. under CRS 24-6-402(4)(c) for items to be kept confidential by law. Commissioner Bushner seconded the motion, which passed unanimously.** Present for executive session were Chairman Dean Wingfield, Commissioner Robin Wiley, Commissioner Trent Bushner, Human Services Director Kara Hoover, Child and Adult Protection Supervisor Hollie Hillman, and Administrator Andrea Calhoon. Executive session ended at 9:23 a.m. No action was taken following executive session.

The Board of County Commissioners reconvened at 10:06 a.m.

Road and Bridge

Road & Bridge Blade Foreman Justin Lorimer and Maintenance Foreman Kent Twiss joined the meeting at 10:10 a.m. to provide department updates.

- **Road Projects** – Lorimer provided updates on current road work on County Roads 54 and County Road JJ. Lorimer reported planned work on County Road PP.5 north of Laird and reported current work being done on County Road KK.5 south of County Road 30 where areas washed out during current rains.

---

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



- *Mowing* – Twiss provided an update on current mowing productivity and plans. The group discussed mowing practices and protocols and established goals for addressing safety and productivity.

#### Yuma County Fair Queens

Yuma County Fair Queens Coordinator Michelle Smith joined the meeting at 10:50 a.m. to discuss the banking structure for Fair Queen expenditures and donations. Smith requested that all Fair Queen expenditures be run through her current banking process as opposed to the current split between the bank account she has and the fair queen budget through the County. Additional conversation and research will be had before making any changes prior to next year's fair expenditures.

#### County Treasurer

County Treasurer Dee Ann Stults joined the meeting at 11:10 a.m. to provide updates on county-held lien on a mobile home that was previously discussed. A mobile home owned by the County under tax lien was suspected to have been moved and has now been located. Stults requested guidance on how the mobile home should be handled. It was determined that the Sheriff's Office would be requested to verify if the mobile home is located elsewhere and further discussion would occur following. Stults also provided updates on property tax collections and staffing within her office.

#### Land Use

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

- *Land Use Hearings* – Land use hearings opened at 1:00 p.m. Yoast presented the following for signature.
  - **EFS 0820-05 for Michael and Casie Baucke on behalf of Stewart and Tammy Powell** to divide 15.58 acres, more or less, from 80 acres, more or less, in the Sec 9, T2N, R48W for purpose resale.
  - **EFS 0820-06 for Perry and Jessica Allen** to divide 21.50 acres, more or less, from 532.817 acres, more or less, in the Sec 22, T2s, R43W for purpose resale.
  - **ADM 0820-05 for Luis and Vickie True and Yenter Farms** for a lot line adjustment in Sec 234, T2N, R47W.

Land Use Hearings closed at 1:04 p.m.

**Commissioner Wiley moved to approve signature on Resolution 08-31-2020 A approving exemption from subdivision EFS 0820-05 for Michael and Casie Baucke on behalf of Stewart and Tammy Powell to divide 15.58 acres, more or less, from 80 acres, more or less, in the Sec 9, T2N, R48W for purpose resale. Commissioner Bushner seconded the motion. It passed unanimously.**

**Commissioner Wiley moved to approve signature on Resolution 08-31-2020 B approving exemption from subdivision EFS 0820-06 for Perry and Jessica Allen to divide 21.50 acres, more or less, from 532.817 acres, more or less, in the Sec 22, T2s, R43W for purpose resale. Commissioner Bushner seconded the motion. It passed unanimously.**

**Commissioner Wiley moved to approve signature on Resolution 08-31-2020 C approving administrative land use permit ADM 0820-05 for Luis and Vickie True and Yenter Farms for a lot line adjustment in Sec 234, T2N, R47W. Commissioner Bushner seconded the motion. It passed unanimously.**

- *Pending Land Use Activity* – Yoast reported that there are currently three hearings scheduled for the month of September.

### 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 and the WY Emergency Communications Center.

### Sheriff's Fleet

Undersheriff Larry Gilliland and Patrol Sergeant Will Janisch joined the meeting at 2:00 p.m. to present local bids for the replacement of a patrol vehicle. The group discussed the bids and compared to the bids presented by Sheriff Combs at the last meeting. **Commissioner Wiley moved to approve purchase of the full outfitted 2020 pursuit-rated Chevy Tahoe from Holiday Ford for \$46,704 to be paid from Fund 20. Commissioner Bushner seconded the motion and it passed unanimously.**

### Employee Comment

Road & Bridge employee Mike Hall was heard at 2:45 p.m. to discuss the vacancy for Fleet Foreman and his qualifications for and interest in the position.

### Administrator's Report

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

- *Minutes* – The Commissioners reviewed the minutes from the previous BOCC meetings. **Commissioner Bushner moved to approve the minutes from the August 14, 2020 regular meeting and the August 20 and August 28, 2020 special meetings of the Board of County Commissioners. Commissioner Wiley 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:
    - No resolutions were presented for signature.
  - Invoices/Finance Requests:
    - No finance requests were presented for consideration.
  - Grant Updates:
    - The Commissioners reviewed information regarding pending and submitted grant applications including: GOCO funds for the construction of a beef barn expansion for the Ag Innovation Center, DOLA administrative planning funds for completion of a landfill feasibility study, DOLA energy impact funds for chip sealing of the Eckley Road, and CDOT multimodal funds for sidewalk updates in cooperation with the City of Wray.
- *Department Reports* – The Commissioners heard various department updates including the August 2020 Veteran's Service Officer report, the Oil & Gas appeal value changes report, updates on 911 Authority Board audit comments and Road & Bridge compliance topics, and an update on contracting for mental health services in the jail.
- *Prior Meeting Follow-Up* – Calhoun provided updates on ongoing projects.
- *Correspondence* – Calhoun presented correspondence received since the last meeting and presented the 2020 COSI Scholarship letter for signature as well as reported on open records requests received regarding elections.
- *CDL Testing Unit* – Calhoun provided updates on the status of the Yuma County CDL testing unit including the status of certification for examiners.
- *Oil & Gas Updates* – Calhoun reported on oil and gas updates since the last meeting including litigation to which Yuma County is party regarding rulemaking by the Air Quality Control Commission.



- *IT Updates* – Calhoon presented updates on various IT-related topics including updates to the website, the installation of a new video advisement system in the courts, and plans for the implementation of a VOIP phone system at Road & Bridge.
- *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. **Commissioner Wiley moved to approve the salary authorization requests for new hires Brandi Ritchey and Melanie Fisher as Administrative/Finance Clerk and Part-Time Custodian, respectively. Commissioner Bushner seconded the motion and it passed by unanimous vote.**

There being no further business, the meeting adjourned at 3:30 p.m. The next regular meetings of the Board of County Commissioners will be on September 15, 2020 and September 30, 2020 with a budget work session scheduled for September 9, 2020.

\_\_\_\_\_

Dean Wingfield, Chairman

\_\_\_\_\_

Andrea Calhoon, Administrator

ATTEST:   
Beverly Wenger, County Clerk

