

YUMA COUNTY COMMISSIONERS

October 15, 2020

Minutes¹

On October 15, 2020 at 8:00 a.m., the Yuma County Board of Commissioners met in regular session. Chairman Dean Wingfield, Commissioner Robin Wiley, Commissioner Trent Bushner, and Administrator Andrea Calhoon were present throughout the meeting. 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

Deputy County Clerk Nancy Wright joined the meeting at 8:15 a.m. to present the retail liquor license renewal for Vernon Liquors, LLC. **Commissioner Wiley moved to approve the renewal of the retail liquor license for Vernon Liquors, LLC. Commissioner Bushner seconded the motion. It passed by unanimous vote.**

Financial Reports

Finance Officer in Training Sarah Carwin joined the meeting at 8:30 a.m. to provide financial updates including the interim financial statements, updates on revenue posting training with new Finance Office staff and various updates on payroll processing. Carwin also presented the 2020 third quarter Public Trustee report for review and approval.

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, and Receptionist Robin Stich were present. 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 joined the meeting at 10:00 a.m. to provide department updates. Also in attendance was Blade Foreman Justin Lorimer.

- *Camera System* – Andersen presented a bid from Scholl Oil for the installation of a camera surveillance system at the Wray shop. The group discussed the cost of such services and comparative bids received to date. Andersen will continue to do research and the group will return with additional information.
- *Job Descriptions* – Andersen presented draft job descriptions for Lead Blade Operator, Parts Clerk, and Safety Officer for review and discussion by the group. **Commissioner Wiley moved to approve the job descriptions for Lead Blade Operator, Parts Clerk, and Safety Officer as presented. Commissioner Bushner seconded the motion and it passed by unanimous vote.**
- *Blade Prices* – Andersen presented updated figures on the purchase of new road graders discussed at the prior meeting. Andersen and Lorimer will do a final assessment of the fleet and the private sale of one blade before final decision is made on purchase.
- *Tractor Prices* – Andersen reported the catastrophic engine failure of one of the mowing tractors and presented bids for the replacement of the tractor. The group discussed pricing and the pros and cons of transitioning to a bigger model of tractor. Andersen will gather prices on slightly bigger tractors and re-present the information at an upcoming meeting.
- *Mowing* – The group discussed mowing status and reviewed mowing protocols for the rest of the year.
- *Road Crossing Permits* – Andersen presented a road crossing permit for Black Hills Energy to bore a utility line along County Road E at County Road 40. **Commissioner Bushner moved to approve the road crossing permit for Black Hills Energy to bore a utility line along County Road E at County Road 40. Commissioner Wiley seconded the motion. It passed by unanimous vote.**

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





Yuma County Clerk and Recorder

Yuma County Clerk and Recorder Bev Wenger was rescheduled for the October 29, 2020 meeting.

CSU Extension

Joy Akey, JoLynn Midcap, and Travis Taylor of CSU Extension joined the meeting at TIME to discuss a potential MOU between Extension, the Yuma County Fair Board, and the Yuma County Commissioners to expressly delineate fair management duties. The draft is intended to be presented to the Fair Board at the upcoming October meeting for review and consideration before the November business meeting.

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.

- *Current Land Use Activity* – Yoast reported two land use applications to be heard at the end of the month.
- *Land Use Code Updates* – Yoast initiated a conversation on potential land use code changes including an update to the number of residential dwellings per parcel and updates to access and vacation language.
- *Anerobic Digester* – Yoast provided updates on the proposed anaerobic digester project and an anticipated forthcoming land use application.

GIS

- *Current Projects* – Yoast reported on various GIS topics including work on local bus route maps.

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 September 30, 2020 regular meeting and the October 2 and October 9, 2020 special meetings 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:
 - No resolutions were presented for consideration.
 - Invoices/Finance Requests:
 - The 2021 budget proposal was presented to the Commissioners. The 2021 budget hearing was scheduled for December 15, 2020.
 - Grant Updates:
 - The Commissioners reviewed information regarding pending and submitted grant applications including: updates on the pending DOLA Administrative Planning grant for a feasibility study associated with the construction of the proposed Ag Innovation Center, 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. Calhoon also presented an update on the review of applications for the Coronavirus Relief Fund Local Business Grant program.
- *Department Reports* – The Commissioners heard various department updates including the September 2020 TV System Maintenance Log and updates on the WY Emergency Communications Center.
- *Prior Meeting Follow-Up* – Calhoon provided updates on ongoing projects including research being done on a possible marijuana delivery ordinance and sales tax considerations for retail marijuana.



- *Correspondence* – Calhoon presented correspondence received since the last meeting including a fairgrounds use request for Reck Agri Realty and a letter of interest for posted board vacancies. **Commissioner Wiley moved to reappoint Jeannie Yenter to the Eckley Cemetery Board. Commissioner Bushner seconded the motion, which passed by unanimous vote.**
- *CDL Testing Unit* – Calhoon provided updates on the status of the Yuma County CDL testing unit including the status of certification for examiners and updates on research related to the employment status of CDL examiners with Yuma County.
- *Oil & Gas Updates* – Calhoon 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. **Commissioner Wiley moved to approve signature on the letter to the Colorado Oil and Gas Conservation Commission in support of review of well pit fencing and netting regulations during the current rulemaking process. Commissioner Bushner seconded the motion. It passed unanimously.**
- *IT Updates* – Calhoon presented updates on various IT-related topics including updates to the website 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, review of two exit interviews under CRS 24-6-402(4)(f) and salary authorization requests for Angela Witte and Trace Combs. **Commissioner Wiley moved to approve the salary authorization requests for Angela Witte and Trace Combs as requested. Commissioner Bushner seconded the motion, which passed by unanimous vote.**

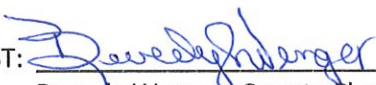
There being no further business, the meeting adjourned at 3:20 p.m. The next regular meetings of the Board of County Commissioners will be on October 29, 2020 and November 13, 2020.



Dean Wingfield, Chairman



Andrea Calhoon, Administrator

ATTEST: 

Beverly Wenger, County Clerk



