

YUMA COUNTY COMMISSIONERS
December 30, 2016
Minutes¹

On December 30, 2016 at 8:00 a.m., the Yuma County Board of Commissioners met in regular session. Chairman Robin Wiley, Commissioner Dean Wingfield, Commissioner Trent Bushner, and Administrator Kara Hoover were present throughout the day.

The Commissioners reviewed and signed accounts payable and payroll and discussed various meetings attended through the month.

Liquor License

The Commissioners reviewed the Liquor License for Route 36 LLC, dba The Grainery at 26681 US Highway 36, Idalia, Colorado; which was signed by Commissioner Wingfield on December 14, 2016 following the December 13, 2016 BOCC approval.

Department of Human Services

The Board of County Commissioners convened as the Board of Social Services at 8:27 a.m. Human Services Director Phyllis Williams and Receptionist Robin Barnhart were present. Detailed minutes from this meeting are maintained by the Department of Human Services.

Annual Merit System Certification – The Commissioners reviewed the CDHS Certification of Compliance – Year 2017 for County Personnel and Merit System. **Commissioner Bushner moved to sign the CDHS Certification of Compliance – Year 2017, County Personnel and Merit System. Commissioner Wingfield seconded. The motion passed by unanimous vote.**

Core Services Contract Addendum – Williams presented an addendum to the amount available on a Core Services Contract with Renee Ruhlman, increasing the amount on the contract from \$10,000 to \$22,000. Williams stated that Renee is very busy and there are a lot of clients utilizing her services. She also stated that there is Core funding available for this use. **Commissioner Bushner moved to approve the addendum to the Core Services Contract for Renee Ruhlman, Clarity and Solutions Counseling, LLC, increasing the amount to \$22,000, effective December 1, 2016. Commissioner Wingfield seconded the motion; which passed unanimously.**

The Board of County Commissioners reconvened at 8:38 a.m.

Road and Bridge

Supervisor JR Colden was present to provide the following updates.

Current Projects

- *Gary Newton Road Crossing* –JR shared that Gary Newton is inquiring as to why he was not allowed to have his \$500 road crossing deposit returned. Colden reminded the Commissioners that the deposit was withheld because Newton did not follow instructions and crossed the road in the exact spot he was asked to avoid. The Commissioners were still in consensus to withhold reimbursement.

¹ Minutes prepared by Kara Hoover are a summary of discussions, not a verbatim account.

- *DOT Drug & Alcohol Training* – Colden shared that he and the majority of Road and Bridge Foremen attended a DOT Drug & Alcohol Training last week. He said the training focused on how to handle instances when there is suspension that an employee may be under the influence and the proper procedures to handle the situation.
- *County Road PP.5* – Colden reported that road work is nearly complete on County Road PP.5. Next, Road and Bridge Crews will plan to work in the Southern part of the county.
- *Breakroom Remodel* – JR told the Commissioners that staff worked together to construct a wall in a corner of the shop that will be used as a break room. He said staff from every area worked together to complete.
- *Safety Meeting – YW Electric Association Demo* – JR said that YW Electric Association gave them a demonstration on live wires during the Safety Meeting earlier in the day. They provided the do's and don'ts when working around highline wires and what to do in case of an emergency.
- *Phillips County Gravel* – JR spoke with Phillips County about road work on County Road QQ/Phillips County Road 61, in the northern part of the County. He learned, incidentally, that Phillips County charges \$11.00 per yard for gravel.
- *Inventory* – Colden reported inventory counts are complete for year end. The inventory number is at \$276,726, which is only about \$1,200-\$1,300 different from last year. He said they now have a better control of the inventory and are implementing new procedures. Colden believes he will be better prepared for the audit.
- *Crossland Pit* – JR reported that the Crossland Pit has an anticipated opening date of March 7, 2017.
- *CDOT CR 33.6 Turning Lanes* – Colden stated that he has been in contact with Jeff Dollerschell from CDOT about the CDOT, CR 33.6 Turning Lane Project. They are set to hold a preconstruction meeting soon. He said Road and Bridge crews can begin work the middle of March, 2017 and be ready for CDOT construction the first of April, 2017.
- *Crack Seal* -- JR stated that they have been working on crack sealing in the county. Crews are working on County Road 35 by Alfa Flour and in front of the High School, and then they will move to the Lonestar Road, weather permitting.
- *Underground and Utility Permits*- Colden presented Underground and Utility Permits for Y-W Electric Association, Inc.
Commissioner Wingfield moved and Commissioner Bushner seconded to approve the Underground and Utility Permits for Y-W Electric Association, Inc.:
 - to install a 7.2 – 12.5 kv line under County Road 45, approximately 3827 feet West of County Road T, and;
 - to install a 480 v 3 ph line under County Road 34, approximately 1125 feet East of County Road L. (This job was later cancelled and the permit fee refunded on December 31, 2016).**The motion unanimously passed.**
- *Executive Session* – At 9:28 am, **Commissioner Bushner moved to enter into Executive Session for discussion of a personnel matter under C.R.S. Section 24-6-402(4)(f)(I)&(II).** The motion was seconded



by Commissioner Wingfield; which passed unanimously. Chairman Robin Wiley, Commissioner Dean Wingfield, Commissioner Robin Wiley, Road and Bridge Supervisor JR Colden, Road and Bridge Equipment Operator Anthony Conde, and Administrator Kara Hoover were present. Executive Session ended at 9:37 am and the Board of County Commissioners reconvened in open session.

- *Road Issue* – Anthony Conde reported that he felt the Yuma County Road and Bridge Trucks are driving too fast in his area and causing damage to the road. Colden shared that he had addressed the issue and believed that the trucks had reduced their speed; in fact, he has received notes of thanks for trucks slowing down from those who live in the area.

Conde shared that he cannot keep up with the roads in his area when he is spending so much time on the roads that are being damaged by Road and Bridge Trucks. Colden shared that he understood Conde's frustration, but requested that he work as a team with the truckers. Chairman Wiley reminded Conde that JR was hired as the Supervisor to handle such situations. Commissioner Wingfield agreed that some of the roads in the county are just not made to handle the truck traffic and reminded Conde that when the trucks are on the roads he may have to complete extra work.

County Clerk

County Clerk Bev Wenger joined the meeting to discuss the following:

- *Office Remodel* – Bev shared her thoughts on the possibility of remodeling the space between the Clerk and Records and the Motor Vehicle Office. She shared the challenges she faces with staff being so spread out, especially with the full counter in Motor Vehicle. She would like to explore some engineering to see if it would even be possible. After reviewing the space, the Commissioners agreed that Wenger should check with a Structural Engineer and return for more discussion.
- *Yuma Office*- Bev relayed that the City of Yuma is putting in a whole new phone system that will be a voice over internet with KCI. She asked to review the cost estimates from the City of Yuma, but was told that was confidential information. Wenger was unsure of whether to change from CenturyLink or go with the voice over internet system with the City. The Commissioners asked for exact numbers.
- *Uniformed Voting System* -- Wenger reminded the Commissioners of the mandate to purchase new voting equipment next year to comply with the Uniformed Voting System set by the State of Colorado. She believes that the cost would be approximately \$25,000 to \$30,000; sharing the expenses with the State.

2016 Supplemental Budget

Financial Officer Vicky Southards reviewed the county offices and departments that will require a supplemental budget for 2016. **Commissioner Bushner moved to approve Resolution #12-30-2016 D, a Supplemental Budget Resolution amending the 2016 budget and appropriating additional money to defray expenses in excess of amounts budgeted in 2016. Commissioner Wingfield seconded the motion. The motion passed unanimously. Resolution attached**

2017 Budget

The following resolutions relating to the 2017 budget were presented for approval.

Commissioner Bushner moved to formally approve the following 2017 budget resolutions:

- **Resolution 12-30-2016 A setting Yuma County's Mill Levy for the year 2016 to defray costs for the 2017 budget year. The total Yuma County Mill Levy is set at 21.785 mills with the General Fund receiving 16.685 mills, plus an abatement of .071 mills. Road and Bridge is to receive 2.529 mills; Human Services**



1.000 mill; Insurance Fund 0.500 mill; and Recreation Fund 1.000 mill. The total tax revenue expected to be collected for all County Funds is \$5,206,744. The 2016 County Assessed Valuation, as certified with the County Assessor is \$239,005,960.

- **Resolution 12-30-2016 B** a Resolution to Adopt the 2017 budget which summarizes expenditures and revenues for each fund and adopts a budget for the County of Yuma, Colorado, for the calendar year, beginning the first day of January 2017 and ending on the last day of December 2017. Total Expenditures approved \$22,819,730.
- **Resolution 12-30-2016 C** which appropriates sums of money to the various Yuma County funds and spending agencies for the 2017 budget year.

Commissioner Wingfield seconded. The motion passed by unanimous vote.

2017 Salaries

The Commissioners reviewed the 2017 Salaries as approved in the 2017 Budget process. **Commissioner Bushner moved to approve and sign the 2017 Salary Worksheet as presented. Commissioner Wingfield seconded the motion; which passed unanimously.**

Landfill

Landfill Manager Cliff Henry presented the following for discussion:

- *Colorado Department of Public Health and Environment* – Henry reviewed an email received from Jace Driver, Environmental Protection Specialist, that further clarifies the discussion from the December 13, 2016 BOCC meeting. Driver reported that the Department is requesting additional justification in the well installation plan of the placement and length of the well buffer; based on the water level of the aquifer. He shared that they would like to see that the top of the well screen is above the aquifer within 5 years.

Mark McMullen relayed that there is a bit of difficulty of measuring the water level of the aquifer because he was not aware of any such study of nearby wells. Later, Cliff did find a two separate well studies that show decreasing water levels of up to 1.42 feet per year. McMullen plans to include in the plan verbiage that the screen be placed 10 feet below the water surface for approval by the state. The Commissioners were in consensus that this information be included in the written state plan.

- *Service Award* – The Commissioners presented Landfill Manager Cliff Henry with a Service Award of providing exceptional service to Yuma County for 20 years. They thanked Henry for his dedication and precision in running the Landfill.

Land Use

Rich Birnie was present to conduct Land Use/GIS business.

Land Use Hearing

Chairman Wiley opened the Land Use hearing at 1:00 pm. Wayne and Leorra Deschamps, Margaret Seboldt, Howard and Charlotte Smith, and Wilbur Strickert were present for the hearing.

Exemption from Subdivision

- EFS1116-17 – Birnie read the staff report for Exemption from Subdivision for Charlotte A. and Howard Smith to divide 10.36 acres and 10 acres, more or less, from 160 acres, more or less, in the SW ¼ of Section 10, T1S, R45W, to separate homestead from grazing/farm land for the purpose of resale.



Birnie relayed that he received one letter of approval and one phone call with no objection to this application.

- EFS1116-18 – Birnie shared the staff report for NB Farms, LLC to divide 10.85 acres, more or less, from 380 acres, more or less, in the E ½ of Section 26, T2N, R45W, to separate homestead from grazing/farm land for the purpose of a land donation. Rich reported that he has received no phone calls or written objections to this application.

The Land Use hearing closed at 1:12 pm.

- **Commissioner Bushner moved to approve Resolution 12-30-2016 E/EFS, Exemption from Subdivision, EFS1116-17 for Charlotte A. and Howard Smith to divide 10.36 acres and 10 acres, more or less, from 160 acres, more or less, in the SW ¼ of Section 10, T1S, R45W, to separate homestead from grazing/farm land for the purpose of resale, with the following stipulations:**
 - **The Applicant shall be responsible for complying with all Federal, State, and Local regulations, rules, codes, conditions, and design standards.**

Commissioner Wingfield seconded the motion; which passed unanimously.

Recorded under Reception #00568724

- **Commissioner Wingfield moved and Commissioner Bushner seconded to approve Resolution 12-30-2016 F/EFS, Exemption from Subdivision, EFS 1116-18 for NB Farms, LLC to divide 10.85 acres, more or less, from 380 acres, more or less, in the E ½ of Section 26, T2N, R45W, to separate homestead from grazing/farm land for the purpose of a land donation to Piano Trust, % Lance Bohall, with the following stipulations:**
 - **The Applicant shall be responsible for complying with all Federal, State, and Local regulations, rules, codes, conditions, and design standards**

- **The present deeded ROW (described in the 1956 deed) shall be transferred to the existing location of Co. Rd. 37.5, the center line of which begins at a point on the west line of the southwest quarter of Section 26, 260 feet south of the west quarter corner of said Section 26; thence easterly 3600 feet to a point that is 310 feet, measured perpendicular to and southerly of the east-west center line of said Section 26. ROW shall extend 30 feet either side of existing road center line.**

The motion passed by unanimous vote. Recorded under Reception #00568725

Land Use Updates

- *Right of Way* – Wilbur Strickert, Colorado State Land Board, was present with a request to gain legal access to State Land in Yuma County. The Commissioners reviewed plat maps with Strickert and suggested that he talk with land owners prior to entering any property. He reported that the state is looking at access to these properties for leasing purposes.
- *Floodplain Ordinances* -- Birnie shared that the National Flood Insurance Program Coordinator for Colorado, Stephanie DiBetitto, contacted him in regards to developing a Floodplain Ordinance. She told Birnie that Yuma County will be receiving a notice of noncompliance which could lead to community sanctions, resulting in the suspension or probation from the National Flood Insurance Program. DiBetitto forwarded a copy of the Colorado State Model Ordinance and suggested that the County adopt these minimum standards. Birnie relayed that more work needs to be done on this.



- *Exemption from Subdivisions* – Rich told the Commissioners that a parcel owned by the Herbert and Ester Dickson Trust sold a portion of the parcel without going through the Exemption from Subdivision process. The parties involved have now begun the process.

Birnie questioned the Commissioners on the best way to educate the public about this process. He stated that he puts notices in both Yuma County papers quarterly and will have 21,000 inserts in the tax notices going out in early January. The Commissioners acknowledged Birnie's frustration and ask that he wait to see if the public understands better after receiving the tax stuffers.

- *Solar and Wind Text Amendments* – Birnie relayed that he is working on the Solar and Wind Text Amendments for the Yuma County Land Use Code. He would like to present a draft of such in early 2017.
- *Evans EFS 1216-19* – Birnie reported that James W. and Linda J. Evans have applied for an exemption from subdivision to divide 5.1 Acres, more or less, from 408.93 acres, more or less, in Section 14, T5S, R44W, to deed to Richard W. Evans for a residence. This will be reviewed by the Planning Commission and heard by the Commissioners in January, 2017.

GIS

- *Digital Map* – Birnie shared that adding addresses to the digital map continues to be an on-going project.
- *Mapping Interface* – Birnie reported that there is no change to the cadastral lines on the interactive map. Even though they have been updated by Sidwell, there is still old ownership data.
- *2017 Plat Book* – Birnie said he has been working with Sidwell to prepare all the files necessary to complete an updated Plat Book. He believes he is on schedule to release the new book during the first part of January, 2017.

Office of Emergency Management

Yuma County Emergency Manager Roger Brown was present to discuss the following:

- *Office Updates* – Brown reviewed the accomplishments of his office for 2016 and reviewed the various projects for 2017.
- *Service Award* – The Commissioners presented Brown with a Service Award for 15 years of Service to Yuma County. Brown shared that he has actually been the Emergency Manager for 25 years, volunteering his services during the first 10 years. They thanked Brown for his diligent work in Emergency Management over the years.

Administrator's Report

Administrator Kara Hoover reviewed calls, correspondence, and presented the following for action:

- *Service Award* – The Commissioners presented Kay Prentice with a 10-year Service Award and thanked her for her work in the Commissioner's Office over the last 10- years.
- *Minutes* – The Commissioners reviewed the minutes from the previous BOCC meeting. **Commissioner Bushner**



Bushner moved to approve December 13, 2016 Board of County Commissioners minutes. Commissioner Wingfield seconded the motion; which passed unanimously.

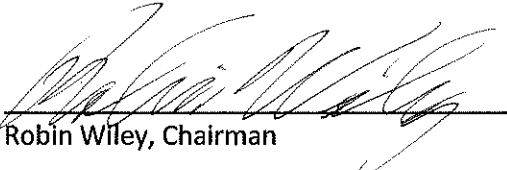
- Certification of Accounts Payable drawn on Yuma County Funds on December 30, 2016 with check # 64283 through #64384 for \$377,036.13, on December 31, 2016 with Check #64385 through #64491 for \$99,109.03, #64540 through #64547 for \$48,246.25, #64555 through #64574 for \$12,336.45, #64750 through #64746 for \$35,891.43, and #65035 through #65043 for \$28,842.88, totaling \$601,462.17 and Fund 16 W-Y Combined Communication accounts payable drawn on December 30, 2016, with check #7783 through #7799 for \$30,125.42, on December 31, 2016 for \$1,318.49 totaling the sum of \$31,443.91 were signed by Chairman Robin Wiley.
- Certification of Payroll for December 30, 2016 drawn on Yuma County Funds, EFT system #40557 through #40699 and checks #30124 through #30155 totaling the sum of \$246,953.98 and Fund 16 W-Y Combined Communications EFT system number #5592 through #5605 and check #4372 through #4374 totaling the sum of \$32,403.96 were signed by Chairman Robin Wiley.
- *Veterans Report* -- Chairman Wiley signed the Veterans Report for December 2016.
- *Montex, LLC Contract* – The Commissioners studied a contract from Montex, LLC for the big screen at the 2017 Yuma County Fair for \$2,500. **Commissioner Bushner moved to approve the contract from Montex, LLC for a 2-3 camera shoot video and replay, a timer console and scoring software package for the 2017 Yuma County Fair for \$2,500. Commissioner Wingfield seconded. The motion passed unanimously.**
- *Progressive 15 Invoice* – The Commissioners reviewed the membership invoice from Progressive 15 for 2017. **Commissioner Wingfield moved to approve and pay the 2017 Progressive 15 Membership Invoice in the amount of \$996. Commissioner Bushner seconded the motion: which passed by unanimous vote.**
- *Ambulance Service Licenses* – The Commissioners reviewed the 2017 ambulance service license applications for the City of Wray, City of Yuma, South Y-W, and Idalia Ambulance Services. **Commissioner Bushner moved to approve the 2017 Ambulance Service Licenses for the City of Wray, City of Yuma, South Y-W, and Idalia Ambulance Services. Commissioner Wingfield seconded the motion; which passed unanimously.**
- *Idle Service Authorization- 124-18-47* – An Idle Service Authorization form was presented for Y-W Electric Association, Inc. to retire the service called the Akey/Cemetery in error but actually located on the south hill by CR 33.6, at the SW/NW Section 18, T1N, R43W. This service was originally used for radio feeds, but has not been used for many years. **Commissioner Wingfield moved to sign the Idle Service Authorization with Y-W Electric Association, Inc. to retire the service called the Akey/Cemetery, Service Location Number 124-18-47, located on the south hill by CR 33.6, in the SW/NW of Section 18, T1N, R43W. Commissioner Bushner seconded the motion; which passed unanimously.**
- *Jr. Round Robin Scholarship Banking Information*– The Commissioners reviewed the representatives at the Wray State Bank for the Junior Scholarship Recipient. The Sr. Round Robin Scholarship Banking information did not change from the previous year, and will remain as stated in Resolution #11-13-2015 D. **Commissioner Wingfield moved to approve Resolution #12-30-2016 G authorizing Commissioner Dean Wingfield, 2016 Round Robin Jr. Scholarship Recipient Jayci Mekelburg, and Fair Board Member Kim Latoski as designated representatives for this account at Wray State Bank. Commissioner Bushner seconded the motion; which passed unanimously. Resolution attached.**







- *Air Med* – The Commissioners were asked if a part-time Fairground employee could be included on the Air Med Ambulance Coverage. The employee averages the minimal 24 hours per week. The Commissioners were in consensus to allow this employee to be included on the Air Med Ambulance Coverage.
- *Bookmobile* – The Commissioners completed the title work for the 2001 Thomas Transit Bookmobile Bus. **Commissioner Bushner moved to sell the recently acquired 2001 Thomas Transit Bookmobile Bus to the Northeast Colorado Bookmobile Service for \$25,000. Commissioner Wingfield seconded the motion; which passed unanimously.**
- *Fair Wages* – The Commissioners reviewed the excess wages for security and water truck that was used during the 2016 Yuma County Fair. It was the consensus of the Commissioners to approve the reimbursement of OT/ST wages to the Sheriff's Office and Road and Bridge, for employees that worked during the 2016 Yuma County Fair, through the Fair Budget.
- *2017 Holiday Schedule* – The Commissioners reviewed and set the 2017 Holiday schedule that will be included in the Re-organization Resolution in January, 2017.
- *Schaffner Auction* – The Commissioners reviewed the consignor settlement sheet from Schaffner Auction for the former County Sheriff's Patrol 2007 Dodge Charger that netted \$4,275, the Command Center 1993 Ford Ambulance netting \$2,470, the Fairgrounds E-Z Go-Cart netting \$665, and the Courthouse Generator that netted \$641.25.
- *Probation* – Hoover relayed to the Commissioners that she had received an email from Mindy Masias, Chief of Staff of the Colorado Judicial Department, apologizing for the delay in completing a contract for a fiber cable from the Courthouse to the Human Services Building. Masias stated that this contract would be ready the first week of January.
- *Yuma County Accounts Payable Interest* – Chairman Wiley and Commissioner Wingfield signed the interest check for 2016 of \$115.85.
- *Fairground Arena Improvements* – The Commissioners discussed the request to make revisions to the bucking chute area, announcers stand, cat walk, stairs, and landings at the Yuma County Fairground Arena. Commissioner Bushner will plan to place an advertisement in the newspapers for bids.
- *Jail Visit* -- The Commissioners made their routine inspection of the jail.

There being no further business, the meeting adjourned at 3:52 p.m. The next regular meetings of the Board of County Commissioners will be on January 16, 2017 and January 24, 2017.


Robin Wiley, Chairman


Kara Hoover, Administrator

ATTEST: 
Beverly Wenger, County Clerk

