

## YUMA COUNTY COMMISSIONERS

February 28, 2018

Minutes<sup>1</sup>

On February 28, 2018 at 8:00 a.m., the Yuma County Board of Commissioners met in regular session. Chairman Trent Bushner, Commissioner Dean Wingfield, Commissioner Robin Wiley, 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.

### Special Events License

Nancy Wright of the Yuma County Clerk's Office presented a special events license for the Akron Lions Club for March 23, 2018 from 5:00 pm–11:00 pm at the Irrigation Research Foundation, 40161 CO HWY 59, Yuma, CO 80759.

**Commissioner Wiley moved to approve the special events permit for the Akron Lions Club for March 23, 2018 from 5:00-11:00 pm at the Irrigation Research Foundation, 40161 CO Hwy 59, Yuma, CO 80759. Commissioner Wingfield seconded the motion. It passed unanimously.**

### Department of Human Services

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

- **6 Month Probationary Increase** – Williams presented a salary authorization for Ariana Mendoza G4, S8 to G5, S8 for strong performance during her 6-month probationary period. **Commissioner Wiley moved to approve the salary authorization increase for Ariana Mendoza moving from G4, S8 as an Income Maintenance Technician I to G5, S8 as an Income Maintenance Technician II effective March 1, 2018. Commissioner Wingfield seconded the motion, which passed unanimously.**

The Board of County Commissioners reconvened at 8:50 a.m.

### Road and Bridge

Road & Bridge Supervisor JR Colden joined the meeting at 9:29 a.m. to provide the following updates:

#### *Current Projects*

- **FHWA Stats, Road Safety Plan, Training Reimbursement** – Colden presented a draft of the Federal Road Safety Plan his department is working on as well as supporting statistics. Colden also discussed reimbursement of incidental expenses for Don Marr's upcoming attendance of the Federal Highway Association training in Wisconsin which is issued directly to the attendee and not to other agencies.
- **State Mandate Locates for Road Grading** – Colden reported on a mandate that 811 underground utility locates are completed prior to any road grading completion and discussed with the Commissioners plans to efficiently comply with requirements.
- **Snow Removal** – Colden provided information on a community complaint regarding snow removal during a recent storm.

---

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





- *4-D Consulting, Elk Creek Pipeline* – Colden discussed with the Commissioners the status of road crossings for the installation of the Elk Creek Pipeline by OneOK planned for 2018 and 2019. No applications have been received to date.
- *Wauneta House Lease, Josh Mainord* – A lease for the Waneta House was reviewed by the Commissioners. Josh Mainord will take possession of the house on March 3. **Commissioner Wiley moved to approve signature on the lease of the Wauneta House to Josh Mainord beginning March 3, 2018. Commissioner Wingfield seconded the motion which passed unanimously.**
- *Vinyl Window at Vernon House* – Colden presented a bid from Wes Kiser for the install of a vinyl window as the Vernon House. **Commissioner Wiley moved to approve a bid from Wes Kiser to install vinyl window at the Vernon House for a total of \$1,048.50. The motion was seconded by Commissioner Wingfield and passed unanimously.**
- *CR 35-36 Working* – Colden reported that the first 3 miles west of the highway on County Roads 35 and 36 are being graveled.
- *Ten Hour Days* – Colden requested the start of 10-hour days as of March 5, 2018. **Commissioner Wiley moved to authorize Yuma County Road & Bridge to move to 10-hour days as of March 5, 2018. Commissioner Wingfield seconded the motion, which passed unanimously.**
- *Salary Authorizations* – **Commissioner Wiley moved to approve the salary authorization for Tony Josh to start as a truck driver March 3, 2018 at Grade 5, Category 1, Level 3. Commissioner Wingfield seconded the motion, which passed unanimously.**  
**Commissioner Wiley moved to approve the salary authorization for Thomas Hartman for a \$25 annual COLA increase as approved with the 2018 budget to begin February 6, 2018 following return from leave of absence. Commissioner Wingfield seconded the motion, which passed unanimously.**  
**Commissioner Wiley moved to approve the salary authorization for Josh Mainord to start as an Equipment Operator as of March 5, 2018 at Grade 5, Category 1, Level 8. Commissioner Wingfield seconded the motion, which passed by unanimous vote.**
- *Permits*
  - *Underground and Utility Permits* – Colden presented Road Crossing Permits for:
    - Century Link CR E at CR 39 – Colden had reported on the install of a 2" PVC with fiber along County Road E at County Road 39. **Commissioner Wiley moved to approve the underground utility permit for Century Link to install 2" of PVC with fiber optic cable along County Road E at County Road 39. Commissioner Wingfield seconded and the motion passed unanimously.**

#### High Plains Events Center

At 10:25 a.m., the Board of County Commissioners met with Mr. Curt Fix and Mr. David Blach to discuss a DOLA Grant Application for the High Plains Events Center in Yuma. Mr. Fix reported on the status of grant applications and anticipated changes at the fairgrounds that may be needed to accommodate the building of the planned Events Center. Mr. Fix reported on discussions with the Department of Local Affairs on potential grant opportunities and options and requested guidance and input from the Commissioners on planning grants and grant sources. The group discussed competing projects within the County when applying for Energy Impact Funds. The Commissioners voiced their priority to support and utilize funds to best support the County within the constraints of funding opportunities.

#### Yuma County Water Authority Public Improvement District

At 12:00 p.m., the Board of County Commissioners adjourned to conduct Yuma County Water Authority Public Improvement District business. Minutes of the Yuma County Water Authority Public Improvement District are kept separately. The Board of County Commissioners reconvened at 12:02 p.m.



### Land Use

Yuma County Land Use Administrator/GIS Coordinator Rich Birnie was heard at 1:00 p.m. to review Land Use and GIS business.

### Land Use Updates

Birnie reported no hearings for February 2018.

### Pending Land Use Activity –

- Subdivision Exemption EFS0218-01 for Wray Ranch Co., LLC, Viaero Wireless Application, to divide 4.42 acres, more or less, from 506.08 acres, more or less, in the SW ¼ of Section 4, T1N, R42W, for the purpose of resale as a communication tower site.
- Land Use Development Permit DEV0218-01 to request approval for a land use change from agriculture to commercial and approval to install a telecommunication tower with supporting equipment in the SW ¼ of Section 4, T1N, R42W.
- Dick Mekelburg called regarding feedlot questions and was advised to contact Thaine Kramer before taking an action. The feedlot is located in Section 14, T3N, R47W.

### GIS

- *2018 Yuma County Plat Book* – Birnie reported work on the 2018 Plat Book is complete and are available in the Assessor's Office.
- *Wray Addressing* – Birnie is working to complete addressing in Wray before his planned retirement in November 2018.

### Landfill Staffing

At 1:53 p.m., the Commissioners were joined by Landfill Supervisor Cliff Henry to discuss staffing levels at the Yuma County Landfill as discussed at the February 21, 2018 Landfill Board Meeting.

### Administrator's Report

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

- *Minutes* – The Commissioners reviewed the minutes from the previous BOCC meeting. **Commissioner Wingfield moved to approve the minutes from the February 14, 2018 Board of County Commissioners meeting. Commissioner Wiley seconded the motion; which passed unanimously.**
- *Certification of Accounts Payable* drawn on Yuma County Funds on February 20, 2018 with Check #67531 through 67535 for \$12,968.53, February 28, 2018 with Check #67536 through 67606 for \$332,418.34, Yuma County Payroll with Check #31457 through 31482 and EFT #42541 through 42674 for \$236,334.93, WY Comm Center Funds with Check #8139 through 8154 for \$30,945.35, and WY Comm Center Payroll with EFT #5779 through 5790 for \$29,081.02 were signed by Chairman Trent Bushner.
- *CAPP Report & Claim Review & Worker's Compensation Report* – The Commissioners heard information on pending CAPP claims and an audit of the current status of the 2017 hail storm claim as well as updates on current Worker's Compensation claims.
- *Signatures and Ratifications* –
  - *Old Thresher's Fairground Use Fee Review* – A request for Old Threshers to use the Yuma County Fairgrounds Concession Building on March 11 due to weather was presented for consideration.



**Commissioner Wiley moved to allow the Old Threshers use of the Yuma County Fairgrounds Concession Building with all fees waived for a meeting on March 11, 2018. Commissioner Wingfield seconded. The motion passed unanimously.**

- Invoices/Finance Requests:
  - Wauneta House Lease – The Commissioners reviewed a proposed lease agreement for the Wauneta House with Road & Bridge employee Josh Mainord. The lease was approved during the Road & Bridge agenda item.
  - Tallgrass License Legal Fee Invoicing – The Commissioners received an update on the invoicing of legal fees to Tallgrass Energy for expenses incurred in a recent licensure agreement.
- Grant Contracts and Updates – The Commissioners reviewed the following grant updates:
  - EIAF 8302 Beecher Island Change of Scope Agreement – Calhoon reported the final execution of the grant contract and the previously approved signature of Chairman Bushner on the Power Equipment mill rental contract, signed following final execution and approved at the January 31, 2018 meeting.
  - Federal Grant Monitoring Report – Calhoon presented the monitoring report received following the federal grant site visit on January 9, 2018. Recommendations for response were presented including policy review and updates to be completed by December 2018.
- *Department Reports* – The Commissioners reviewed the 2017 Conservation Trust Fund Expense Report submitted to DOLA February 26, 2018, the December 2017 and January 2018 TV System Maintenance Logs, and reviewed and approved the February 2018 Veteran's Officer Report.
- *Prior Meeting Follow-Up* – Calhoon provided updates on prior meeting discussion and action items. The Commissioners heard updates on building security including a scheduled hearing for March 2 at Kit Carson County Court for a civil protective order against Mr. Daniel "Robbie" Peery, the Yuma 1 and Idalia Tower site updates, online fair ticket sales, and the implementation of Financial Edge, Yuma County's new accounting software package. The Commissioners also reviewed proposed schematics and an estimated budget for the considered Yuma County Courthouse single entry point project.

**Commissioner Wiley moved to approve signature on the contract with eTix for provision of online fair ticket sales for the term of February 28, 2018 through February 27, 2019 for a per-ticket fee. Commissioner Wingfield seconded the motion which passed unanimously.**

**Commissioner Wiley moved to approve the change order for Blackbaud: Financial Edge NXT contract to include conversion of 3 years of data and the additional conversion of the W-Y Comm Center database for an additional expense of \$7200 to be paid from the Commissioners' budget 01-101-6362. Commissioner Wingfield seconded the motion. It passed by unanimous vote.**

- *Correspondence* – Calhoon presented a notice of property tax exemption revocation for the Eckley Recreation Association, a request from Yuma County ESF 8 healthcare emergency management group to be the fiscal agent for funds received from Colorado Department of Rural Health, and a landfill post closure plan draft from Colorado Counties, Inc. Additionally, the following correspondence was acted upon:



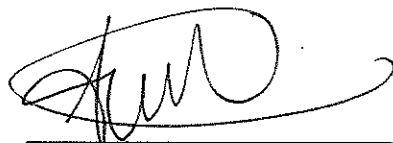
- **Commissioner Wiley moved to approve a request by the Yuma County Cattleman's Association to host their annual banquet at the Yuma County Fairgrounds June 16, 2018 with alcohol, paying a \$1500 alcohol deposit. Commissioner Wingfield seconded the motion, which passed by unanimous vote.**
- **Commissioner Wiley moved to approve an amendment to the South YW Ambulance Service license for a change in roster. Commissioner Wingfield seconded the motion, which passed unanimously.**
- **Commissioner Wiley moved to approve the 2018 Yuma County Adult Protection Team Roster and the 2018 Yuma County Child Protection Team Roster. Commissioner Wingfield seconded the motion, which passed by unanimous vote.**
- *Oil & Gas Updates* – Calhoon reported no updates from OneOK on the proposed pipeline nor inquiries for new oil or gas wells since the last meeting.
- *Maintenance Updates* – Calhoon provided updates on facilities maintenance projects.

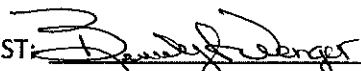
**Commissioner Wingfield moved to approve payment of tuition for Web Control Basics Class and one night's hotel stay for Maintenance Sargent Travis Dinsmore to attend training for the HVAC Integrated Controls Systems, Inc. in Denver on March 8, 2018 to be paid out of 01-109-6350. Commissioner Wiley seconded the motion, which passed unanimously.**

- *HR Updates* – Calhoon reported updates on County Human Resource topics including policy and salary structure reviews, employee newsletter publication, cafeteria plan options, recruitment efforts for a new Land Use Administrator/GIS Coordinator, and pending HR issues.

There being no further business, the meeting adjourned at 3:54 p.m. The next regular meetings of the Board of County Commissioners will be on March 16, 2018 and March 30, 2018.

  
Trent Bushner, Chairman

  
Andrea Calhoon, Administrator

ATTEST:   
Beverly Wenger, County Clerk

