



YUMA COUNTY COMMISSIONERS

May 15, 2015

Minutes¹

On May 15, 2015 at 8:00 a.m., the Yuma County Board of Commissioners met in regular session. Chairman Trent Bushner, Commissioner Robin Wiley, Commissioner Dean Wingfield, and Administrator Kara Hoover were present throughout the day.

The Commissioners reviewed and signed accounts payable, and discussed various meetings attended throughout the first-half of the month.

Liquor License

Nancy Wright presented an application for a special events liquor license for the Idalia Fire Department on June 5 and June 6, 2015 for approval. **Commissioner Wiley moved to approve a Special Events Liquor License for the Idalia Fire Department for June 5, 2015, 3:00 pm to 12:00 am and June 6, 2015, 4:00 pm to 12:00 am. Commissioner Wingfield seconded the motion; which passed unanimously.**

Department of Health & Human Services

Department of Health and Human Services Director Dave Henson and IMT Supervisor Wendy Ross were present to conduct business with the Commissioners.

Staffing - Dave and Wendy presented recommendations for a promotion for Karina Rosas Vegas to IMT III. They reported she has really stepped it up and is emerging as a lead tech. **Commissioner Wiley moved to approve the promotion to IMT III with pay increase to G7 S3, for Karina Rosas Vegas, effective May 1, 2015. Commissioner Wingfield seconded the motion; which passed unanimously.**

CDL Training - Henson reported that HHS has partnered with Sage Trucking School from Henderson, Colorado. Grant Smith, Program Coordinator, has requested an additional \$26,000 from Employee First to fund a CDL Training Program. He requested assistance with, 2 acres, an area large enough for instruction. Henson relayed that the Fair Grounds would be an acceptable area. Sage Trucking will supply: trucks, books, tests, and all supplies. The first class will include five participants. Henson would like to partner with Road & Bridge and other local businesses. The Commissioners asked Henson to speak with Economic Development Director Darlene Carpio, knowing that she has been working on a similar goal for some time. Henson reported a cost of \$5,200 per person for additional participants.

Digitization Update – Henson relayed that they are in the process of digitizing the Wray Health and Human Services offices. He reported that their IT infrastructure is through Istonish. He informed the Commissioners that Istonish is quite expensive and he would like to review the options that Mike Brown could offer for IT support. The Commissioners agreed this would be acceptable.

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



Road and Bridge

Supervisor J.R. Colden and Fleet Foreman Kent Twiss were in attendance to give Road and Bridge department updates. The following items were discussed:

- *Current Projects –*

CR 2 / Kit Carson Gravel Pits – Commissioner Wiley reported that he spoke to Kit Carson County Road and Bridger Personnel about obtaining material from the Kit Carson County Brenner Pits for the roads that are in the south part of Yuma County. He told Colden to coordinate with Zeb Stalter, the District 1 Foreman from Kit Carson County. Colden reported that he is not sure how much product he is going to need, as he located approximately 12 inches of gravel in the ditch on County Road 2 and believes they can use this to recover this product, instead of placing new gravel.

*CR PP.5-*Colden reported that weather has delayed finishing this project; base repairs are just being finished currently.

Cargill – J.R. delivered the letter to Cargill explaining that it was Yuma County's intention to have the dirt removed from the Cargill property for use at the CDOT turning lane projects by August 1, 2015. Colden reported that he had signed a work order form stating as such. Road and Bridge personnel are in the process of removing the dirt right now; they have hauled approximately 1,000 yards. Cargill reported there is about 30,000 yards of dirt to be moved.

*Drainage Issue in Idalia-*The Commissioners reviewed a drainage issue in Idalia near the fire house and bank, on Richards Street. Road and Bridge had received a complaint about a garage flooding. Further investigation revealed dirt work had been done on a plot where previously the water had pooled. The new home owners built up one corner of their property to change the grade for new construction; thus restricting storm water run-off space. Adjacent land owner Kyle Richards laid crushed concrete to help with the flooding issue. Colden reported that Bill Thompson, grader operator, had completed some extra work on the road. Colden has been checking on the condition of the road after the recent rains and hasn't noted any additional flooding issues. It was the Commissioners consensus to leave the situation, "As is" right now.

- *CDOT Highway 34 Turning Lanes –*

Colden informed the Commissioners that he attended a meeting with CDOT on May 13th. The project timeline seems to be on schedule. Road and Bridge should be ready to start the first of June. CDOT is requesting one week notice for flaggers. Road and Bridge is working with CDOT on Best Management Practices for storm water management. Colden relayed that the projects seems to be moving along fine.

- *EIAF #7605 County Roads R & 34 Project –*

Colden explained that he is getting bids on hauling the rock. He mentioned that there were several companies interested in back-hauling. Colden conveyed that back-hauling appears to be the way to go. According to Colden the project looks as if it should be on-schedule.

- *R & B Drug Testing Policy* –

The Commissioners informed Colden that they had been in contact with the Cynthia Barnes, the Human Resource Specialist, at CTSI about the proposed drug testing policy. Ms. Barnes informed the Commissioners that random drug testing was not allowed for all employees as it is in violation with federal guidelines and the Fourth Amendment or Due Process Clauses of the U.S. Constitution. She did tell the Commissioners random drug testing was permitted for, Safety sensitive positions.” The Commissioners requested Road and Bridge compile a list of safety sensitive positions, and the entire policy be reviewed with the other elected officials and department heads at a later meeting date.

- *Staffing* – Colden said that they have had several new hires. He relayed his concerns about wet road conditions and the 10-hour days. J.R. thinks that the roads need to be worked if the roads are dry on Fridays. He is motivated to get the work done and is working with staff and learning responsibilities.

- *Grader Foreman* – Colden reviewed the need to hire a Grader Foreman. He sees a need to find someone who can listen, make decisions about the roads, and provide an additional hand operating equipment, when required. He would like to fill this position and implement standard operating procedures.

- *Safety Meetings* – Colden relayed that he is conducting regular Safety meetings. During the first meeting he reviewed an: Emergency Action Plan, Project Job Hazard Analysis, and Daily Field Inspection forms. He plans to hold safety meetings on a regular basis. The Commissioners told Colden that he can speak to CTSI Loss Prevention Team Leader, Ted Lindveit, for future safety meeting information or support.

- *Mowers* – Colden reported that the mowers should be here mid-June and mowing will begin shortly after that.

- *Bus/Fed Ex Truck*- Commissioner Wiley stated that he had reports of a school bus and FedEx truck that had slid off of County Road BB, north of County Road 10 due to the recent rains. Commissioner Wiley asked the Idalia School to make a list of problem roads.

- *Underground and Utility Permits*- Colden presented an Underground and Utility Permit for Chad Godsey to install a water line under County Road X at approximately 200' South of County Road 34. Commissioner Wingfield moved and Commissioner Wiley seconded to approve an: Underground and Utility Permit for Chad Godsey to install a water line under County Road X at approximately 200' South of County Road 34. The motion unanimously passed.

Treasure Report

Treasurer Dee Ann Stults was in attendance and presented the following:

- *Treasures Report* - Treasurer Dee Ann Stults presented the Treasurer's report for April 2015. She reported there were \$9,459,011.74 in taxes collected; \$172,392.31 in Specific Ownership taxes collected, and \$217,441.60 in fees collected for the month. Dee Ann reported that 84% of taxes have been collected at this point. She reported that this is a bit ahead of last year at this time.
- *Vault* – Dee Ann reported that she is running out of room in her vault. She reported concerns about taking documents to the storage pod. Dave Henson, Health and Human Services Director reported that his department has digitizing equipment and would be happy to discuss a possible solution with Stults.

Wage Task Force Update

Dave Henson, DeeAnn Stults, Vicky Southards, and Adam Wills presented an update of the Salary Committee's review over the last few months. Henson reported that having the opportunity to increase salaries to be competitive is still a big issue. The group relayed that they researched with surrounding counties and discovered a county sales tax could provide the largest benefit. Adam advised that Phillips and Sedgwick Counties reported that the ballot process for implementing a county sales tax can be challenging, and may require multiple ballot attempts. The common thread for a successful ballot initiative was educating county employees and the general public, providing awareness of the need, and relaying the potential loss of services. Additional selling points include: the exemption of agricultural sales, like chemicals, equipment, and supplies, and equitable taxation affecting all, not simply property owners within the county.

Commissioner Wingfield cautioned that a solid need for a county tax would be necessary. Commissioner Wiley shared he thinks that this will be a long-term project. Commissioner Bushner agreed that timing was vital and with the assessed valuation this year, now may not be the best time to pursue this. The Commissioners recommended the group continue their research, look for public involvement, and return for further discussion.

Sheriff

Sheriff Chad Day, Undersheriff Adam Wills and Laurie Clemons presented the following for discussion:

- *Retirement Match* – Sheriff Day asked for clarification about the retirement program as he has an employee that does not want to participate. The process currently includes a mandatory participation with a 5% match. The Commissioners will be meeting with COERRA representatives this summer, and reported that they can explore different participation options.
- *Certified Vehicle Identification Number Inspections* – Day reported that his office is behind on completing certified VIN inspections. This is a different process than verify VINs; certifying is required for: older vehicles, homemade trailers, abandoned vehicles, incomplete bills-of-sale, unreadable VINs, missing titles, and various other circumstances.

Day expressed they are a minimum of 60 days out. He explained there is only one deputy available to complete this task, and he is understaffed.

- *Detention Promotions* – Day reported that a new Jail Sergeant position, recently vacated with the promotion of Travis Dinsmore to Maintenance Sergeant, will be filled next week. Two applicants will be interviewed next week.
- *Alternative Sentencing Program* – On behalf of Sheriff Day and Undersheriff Wills, Laurie Clemons presented a PowerPoint on their research for a new Inmate Alternative Sentencing Program. She relayed that the Sheriff's Office would like to re-design jail time to provide inmate opportunities for an adult education program; thus reducing the occasions of re-arrest and re-entering the jail system.

Clemons shared the process will be working through the mind, body, and spirit with educational opportunities, such as GED classes, meaningful labor and skills growth, and a Moral Reconciliation Therapy Program. The group sees the opportunity for potential partners with Morgan Community College, Centennial Mental Health, Health and Human Services, and Probation.

Clemons shared future program goals: 1) Defined policy handbook for this program by mid-summer. 2) Moral Reconciliation Therapy acquisition by end of summer 3) Functional inmate work crew by fall, and 4) Operational GED classes by spring.

Sheriff Day added that he believes that the 10-hours currently allotted for this program will not be enough; urging the Commissioners to consider additional hours in the near future.

- *Carpet Bids*: The Commissioners reviewed carpet bids presented by Undersheriff Wills. They requested more clarification before a decision can be made.
- *Back-Up Power*- Day reported that they have commissioned a 200k generator for the courthouse per discussion with Commissioner Wiley. This bigger generator will have the ability to run the entire courthouse in an emergency; thus reducing setting two smaller generators in place. Once the generator is here and maintenance personnel service the unit to ensure it's in working order; it will be installed. Funding for the electrical hook-ups will come from the Building Maintenance.
- *Jail Kitchen*-Day explained that Travis found a stainless sink and is ready to install it in the jail kitchenette. They have purchased chests and storage counters for this update.
- *Radio Coverage*-Chad advised the Commissioners that his patrol deputies have missed radio traffic because of the poor reception in the Sheriff's Office. He received a bid from



Wireless Advanced Communications, of Evans Colorado, for a booster station of \$5,099.25. The Commissioners asked for an additional bid.

Yuma County Water Authority Public Improvement District -

At 12:00 p.m., the Commissioners adjourned to conduct the Yuma County Water Authority Public Improvement District business.² The Commissioner's meeting resumed at approximately 12:05 p.m.

Schramm Feedlot

Thomas Holtorf, Schramm Feedlot Manager/Owner, reported that he has his engineer, Eric Dunker, working on the drainage issues as required in Resolution 12-16-14 C. Holtorf reported that the engineer has shot the elevation and is developing several plans with varying sizes of culverts. He plans to have this completed by the June 1, 2015 deadline. He mentioned that the latest rain amounts have not caused any drainage issues. He also reported that they have re-seeded where previous dirt work was completed, and it is filling in nicely. The Commissioners imparted that the drainage was the main issue, and they would like to ensure it is resolved.

Land Use

Rich Birnie, Land Use/GIS Coordinator, presented Department updates.

- *Permit Applications* -- Birnie reported that the following Exemption for Subdivision applications will be heard by the Planning Commission on May 19, 2015 and the County Commissioners on May 28, 2015: The Jim Hutton Educational Foundation, Daniel and Tammy Lindt, and Bryan and Erika Beckner. Currently, there are no applications for the June, 2015 meetings.
- *Pending* – Birnie mentioned that pending land use activity includes:
 - an Activity Notice from T-Mobile to add an antenna to a tower;
 - a drainage issue in the south end of Yuma at the Saul and Katherine Castillo residence. The Commissioners recommended that Birnie send a letter to the Castillo's asking them to work through the subdivision process and correct the drainage issue; and
 - a parcel, owned by Tim and Mariane Ortner, that goes across section lines that may be required to go through the exemption process. The Commissioners requested that Birnie send a letter to the Ortner's to rectify the sub division process.
- *GIS* – Birnie relayed the interactive map is now current, but he is still working with Harris on the in-house mapping system. He reported that the tornado drill meeting was postponed to May 18th, 2015.

Administrator's Report

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

² Minutes of the Yuma County Water Authority PID are done separately.

- **Minutes – Commissioner Wingfield moved to approve the April 30, 2015 Board of County Commissioners minutes as corrected. Commissioner Wiley seconded the motion; which passed unanimously.**
- **Certifications of Accounts Payable for May 15, 2015 drawn on Yuma County Funds, with check #59534 through #59664 for \$234,584.19 and Fund 16 W-Y Combined Communication accounts payable, with check #7266 through #7274 totaling the sum of \$4,301.48 were signed by Chairman Trent Bushner.**
- **Accounts Payable Interest – Commissioner Wiley moved and Commissioner Bushner seconded to approve and sign the Accounts Payable interest reimbursement check in the amount of \$23.82 to be deposited in Fund 1. Motion passed.**
- **Fairground Use Policy / User Form – Hoover presented the updated Fairground Use Policy, as revised at the April 30, 2015 BOCC meeting for approval. She mentioned that Fairgrounds Manager Bud Wood had concerns about the \$50 bathroom rental fee. After discussion, the Commissioners were in consensus to leave the fee at \$50. Commissioner Wiley moved to approve the Fairground Use Policy with the following changes: the \$250 Damage Deposit be assessed instead of the \$100 Reservation Deposit for all rentals, except for the Concessions Building where the Damage Deposit will remain \$500. Rental fees, ranging from \$50 to \$250, and damage deposits of either \$250 or \$500, are to be paid when making the reservation and included with the Use Form. This also includes the description of “Summer use only” for the North Arena area and the removal of the Concession Building-Conference Room rental from the Use Form. Commissioner Wingfield seconded. The motion passed unanimously.**
- **Chairs for Fairgrounds – Commissioner Wingfield moved to purchase an additional 50 Burgundy ½” silver trim chairs for use in the Concessions Building at the Fairgrounds from the Conservation Trust Fund #6 in the amount of \$1,139.44. Commissioner Wiley seconded the motion; which passed unanimously.**
- **August Mid-Month Meeting Date – Hoover reported a conflict with the August 14th meeting date. After reviewing their schedules, the Commissioners revised the meeting date to August 13, 2015. Commissioner Wiley will have to step out from 9:00 to 10:00 a.m. to attend a conference call.**
- **Hasty Salary Authorization– Commissioner Wiley moved and Commissioner Wingfield seconded to approve the Salary Authorization for Full-time Custodian Les Hasty, at G7/S10, beginning May 11, 2015. The motion passed unanimously**
- **Funder and Government RPD Subcommittee – Hoover shared an email from Leah Rausch, Rural Philanthropy Days Program Manager, requesting Yuma County’s participation in the Northeast Rural Philanthropy Days Steering Committee on the Funder and Government Subcommittee. Hoover relayed that there is an opportunity for the county to host a regional listening tour that would bring potential funders to the county by highlighting various non-**

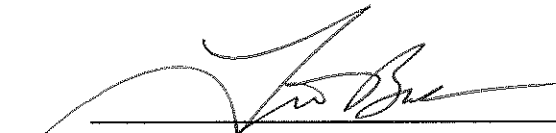
profits and addressing needs in the region. The Commissioners were in consensus for Hoover's participation and requested she cover all non-profits in the county.

- *Kinnison Estate Property Contract*— The Commissioners reviewed a contract to buy property in Eckley, CO for a Road and Bridge shop. Commissioner Wiley moved to approve and sign the contract with Marie Beauprez, Personal Representative of the Estate of Morrison D. Kinnison, to purchase all of Lots 1 through 7, inclusive, and all of Lots 11 through 14, inclusive, Block 26, Second Plat of Catchpole's First East Addition to the Town of Eckley, Colorado with two mobile homes, Parcels M002514 and M002515 included, in the amount of \$10,000 and all closing fees in excess of \$500 to be paid from the Capital Acquisition Fund 20. Commissioner Wingfield seconded the motion; which passed unanimously.
- *Rose Garden Bids*-Bids for plants for the front planter were reviewed. Commissioner Wiley moved to approve Rich Birnie as an employee vendor and to pay \$150 for plants, mileage, and time to improve for the planter on the front lawn. Commissioner Wingfield seconded the motion; which passed unanimously.
- *Golden Plains Area 4-H* – An invoice was presented from the Golden Plains Area-Yuma County 4-H for \$1,290 for 258 4-H members that enrolled prior to the February 1, 2015 deadline, as approved in the October 31, 2014 BOCC meeting.
- *County Health Pool Contact Seminar* – Hoover presented the information for the CHP contact seminar to be held on June 11, 2015 at the CTSI Denver offices. Commissioner Wiley will not be available to attend this meeting and requested Hoover attend.
- *Yuma County Fair Window Painting* – The Commissioners reviewed and selected options to support the Golden Plains Area Extension window painting program for the 2015 Yuma County Fair.
- *Centennial Mental Health*—Commissioner Wiley relayed that Centennial Mental Health has located another office in Wray and believes they will be able to relocate prior to July 1, 2015.
- *Data Cabling Request for Proposals* – Hoover presented a Request for Proposal packets for Data Cabling Infrastructure at the Yuma County Courthouse. The deadline for proposals is May 27th, 2015 at 5:00 pm with a walk-through scheduled on May 21st, from 2:00 to 4:00 pm.
- *Victim Services Grant Funds Site Visit* – A site visit will be conducted on May 19, 2015 for the Victim Services Grant. A letter was reviewed that outlined the Fraud Triangle; Finance Officer Southards noted that Yuma County has all controls in place.
- *Replacement property acquisition for Tri-State Generation Transmission Line* – The Commissioners reviewed a request from the Colorado Parks and Wildlife Department to support the purchase of replacement property for a portion of the Bishop parcel that is needed for a transmission line being constructed by Tri-State Generation. Tri-State has

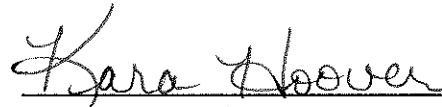


requested an easement from Colorado Parks and Wildlife over the Bishop Parcel; but because the land is part of the South Republican State Wildlife Area, and was funded by the National Park Service's Land and Water Conversation Fund, it cannot be sold or altered from its recreational purpose without acquiring replacement property. In order for the project to continue, Tri-State must purchase an additional 28 acres from the Hutton Trust to trade for the easement on this land. After discussion, **Commissioner Wiley moved and Commissioner Wingfield seconded to approve the transmission line easement to Tri-State and Colorado Parks and Wildlife acceptance of the 28 acres of replacement land. Commissioners Wiley and Wingfield voted yea, Commissioner Bushner voted nay; motion passed.**

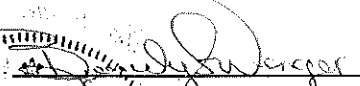
There being no further business; the meeting was adjourned at 3:07 p.m. The next regular meetings of the Board of County Commissioners will be May 28 and June 15, 2015.



Trent Bushner, Chairman



Kara Hoover, Administrator

ATTEST: 

Beverly Wenger, County Clerk

