

YUMA COUNTY COMMISSIONERS

November 14, 2017

Minutes¹

On November 14, 2017 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.

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

John Poynton from Outreach Experts joined the meeting at 8:00 a.m. to introduce himself and his organization and observe proceedings.

Department of Human Services

The Board of County Commissioners convened as the Board of Social Services at 8:26 a.m. Human Service Director Phyllis Williams, Receptionist Robin Barnhart, and Child Welfare Supervisor Hollie Hillman were present. Detailed minutes from this meeting are maintained by the Department of Human Services.

- *Core Services Contract Approvals* – Williams presented two contracts for core services with Dr. Jack Gardner and Greeley Counseling Center for review and signature.
Commissioner Wiley moved to approve the contract between Yuma County and Dr. Jack Gardner for provision of psychology Core Services for the period of November 1, 2017 through May 31 2018.
Commissioner Bushner seconded the motion which passed unanimously.
Commissioner Wiley moved to approve the contract between the Conflict Center and Yuma County for provision of anger management Core Services for the period of November 1, 2017 through May 31, 2018.
The motion was seconded by Bushner and passed unanimously.

The Board of County Commissioners reconvened at 8:52 a.m.

Road and Bridge

Road & Bridge Supervisor JR Colden joined the meeting at 9:22 a.m. to provide the following updates.

Current Projects

- *Annual Truck Inspections* – Colden reported that annual truck inspections are due. He has received a bid from Mark Sievers to complete the inspections for \$1450. **Commissioner Wiley moved to approve the bid from Mark Sievers to complete the annual Road & Bridge truck inspection for \$1450. The motion was seconded by Commissioner Bushner and passed unanimously.**
- *Road N Between Roads 7 & 8, Dain Wise* – Colden reported a citizen complaint regarding reported encroachment due to ditch work. Colden has had the dirt returned to the ditch to resolve the issue.
- *Dirt for Fairgrounds*— Colden reported having hauled 57 loads of dirt to the Yuma County Fairgrounds race track to build up the track in front of the grandstands to create an even plane following natural erosion due to use and environmental impacts. Colden and the Commissioners discussed erosion mitigation at the Fairgrounds.
- *Mower Tractor Fire Trees* — Colden presented a request from Gary Newton to replace every other tree in the windrow that was burned during a mower fire earlier this year, CAPP Claim C217YUM005. Colden stated that Road & Bridge staff would place the trees, estimating a total of 60 trees around 6 feet tall for a total expense of \$5,100. **Commissioner Bushner moved to approve the bid from Kent Twiss for \$5,100 for the**

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





moving and placement of 60 6-foot trees in a windrow on the property of Gary Newton. The motion was seconded by Commissioner Wiley and passed unanimously.

- **CAT Grader Blades Purchase Order Review**– The Commissioners reviewed purchase orders for CAT grader blade purchases from Wagner Equipment approved at the October 31, 2017 Board of County Commissioners meeting. The blades are to be delivered in either March or April of 2018.
- **John Deere Grader Blade Purchase** – Colden presented a bid for a 2018 John Deere 772G Motor Grader with ripper for a total expense of \$266,483.00 including a 1-year standard warranty plus a 48-month extended warranty. **Commissioner Wiley moved to approve the purchase of a 2018 John Deere 772G Motor Grader with ripper from Four Rivers for a total of \$266,483 to be paid from account 20-920-8940. The motion was seconded by Commissioner Bushner and passed by unanimous vote.**
- **Wauneta Property Update** – Colden reported on the inspection of the County-owned Wauneta house and discussed lease violations requiring resolution. Colden requested generation of a letter from the Board of County Commissioners requiring resolution of the violations and prevention of future violations at risk of eviction. **Commissioner Wiley moved to sign a letter notifying Anthony Conde of a breach of contract for violations of the terms of a rental lease between the two. Commissioner Bushner seconded the motion which passed by unanimous vote.**
- **Permits**
 - **Underground and Utility Permits** – Colden presented Underground and Utility Permits for:
 - **Walking A Grazing Association** – Marvin McDonald at 7455 County Road T, Kirk, CO 80824. Walking A is due a refund for a previous denied permit application in which \$100 was submitted. Based on the current permit application, fees for this application would be \$50, with a net refund of \$50 due Walking A. **Commissioner Wiley moved to approve the Underground and Utility permit for Walking A Grazing Association. Commissioner Bushner seconded the motion which passed by unanimous vote.**

Yuma County Water Authority Public Improvement District

At 10:25 a.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 11:00 a.m.

Landfill Rate Structure

Yuma County Landfill Supervisor Cliff Henry joined the meeting at 11:25 a.m. to discuss the 2018 Yuma County Landfill proposed rate increase. Henry presented the 2018 rate structure in anticipation of the November 15, 2017 Yuma County Sanitation Board meeting. Henry presented his recommendations for rate structure and comparison against surrounding counties as well as influencing factors on rate setting.

Land Use

Land Use Administrator Rich Birnie was present at 1:00 pm to review Land Use and GIS business.

Land Use Updates

- **November Land Use Hearings** – Birnie reported two Land Use Hearings scheduled for November 30, 2017:
 - **DEV0917-01-Neil & Peggy McDaniel** – to build a 5200-square foot steel seed storage building to be leased to McDaniel Enterprises, LLC, a seed dealer in Wray, Colorado. The commercial seed storage building is to be built on 8.61 acres of land on HWY 34 in the S ½ of Section 4, T1N, R44W.
 - **EFS1017-12-Lance & Jennine Witte** – to divide 25.64 acres, more or less from 160 acres, more or less, in the NE ¼ of Section 22, T2S, R45W, to separate an existing homestead from farm land for resale.



- **Pending Activity**—Birnie reported the following pending Land Use activity:
 - Birnie reported having received emails from Commissioner Wingfield requesting research on the height of telecommunications towers before requiring a beacon on the top. The request is in anticipation of distributed energy generation permits. Commissioner Wingfield would like to consider a more stringent beacon requirement than the Federal Aviation Administration (FAA) due to low-flying aerial applicators operating in Yuma County. The Commissioners discussed various tower types and requirements of each and considered additional requirements and provided guidance to Birnie on proposed amendments to impacted ordinances.
 - Birnie reported a request from Commissioner Bushner requesting research on setback requirements from regularly inhabited structures that have been required of hog farms in the past. The request is in anticipation of a permit request for an anaerobic digester project south of Yuma. Birnie also reported a call from Brian Johnson at Rose Exploration stating that they would be available during the assigned agenda time should the Commissioners have questions or request for comment from them. The Commissioners reviewed local requirements for similar organizations historically and impact considerations.
 - Birnie reported having sent letters to Franson Family Partnership, C/o Curtis Franson (T4N, R48W) and Pyle Estates, Inc. (T3N, R46W) who have built on their parcels without submission of Activity Notice.
 - *EFS1117-13-Randy & Teresa Meckelburg*, to divide 5 acres, more or less, from 160 acres, more or less, in the SW ¼ of Section 12, T3N, R47W, for the purpose of resale to the existing renter. Planning Commission review is scheduled for December 19, 2017 and Board of County Commissioners hearing is scheduled for December 29, 2017.
 - Birnie reported that he will be giving a presentation at the upcoming Colorado Distributed Generation Workshop at the Yuma Community Center on December 4, 2017.

GIS

- **Addresses** – Birnie said he will continue to work on the City of Wray addresses while editing street centerlines.
- **2018 Plat Book** – Birnie will be spending the majority of December doing preparatory work for the 2018 Yuma County Plat Book.

Elected Officials/Department Head Meeting

An Elected Officials/Department Head meeting was held at 2:03 p.m. Elected Officials and Department Heads were present including Commissioners Wingfield, Wiley, and Bushner, Administrator Andrea Calhoun, Finance Officer Vicky Southards, Treasurer Dee Ann Stults, Assessor Cindy Taylor, Clerk & Recorder Beverly Wenger, Sheriff Chad Day, Undersheriff Adam Wills, Landfill Supervisor Cliff Henry, and Health and Human Service Director Phyllis Williams.

- **Executive Session** – The Commissioners entered into executive session at 2:04 p.m. for purposes of discussing personnel and security issues per CRS 24-6-402(4)(d) and CRS 24-6-402(4)(f). The Board of County Commissioners resumed regular business at 2:23 p.m.

Discussion was held regarding building security training and Sheriff Day recommended an upcoming rotation schedule for staff to review and train on the County security plan. Day recommended these trainings be scheduled right after the first of the year. Training was tentatively scheduled for January 19, 2018 with more information to be provided by Day's office at a later date.

- **Website Update** – The group discussed a planned update to the County website and requested a presentation by the current website administrator as to recommended improvements and enhancements.



- *Break Room Update* – Undersheriff Wills reported painting in the break room was reported as completed today. Finishing of the space is to be scheduled with Building Maintenance. Discussion was had regarding furnishings and other needs in the space.
- *Time Clock Reports* – The group discussed duplication of time clock information via the electronic and historical paper system. County Assessor Cindy Taylor reported that a great deal of time is being spent duplicating time clock information and a discussion of resolution is needed. Finance Officer Vicky Southards reported that paper processes are intended to be resolved by the end of the fiscal year. Health and Human Services Director Phyllis Williams reported on the downtime procedures utilized by her department. County Clerk & Recorder Beverly Wenger inquired about the calculation of comp time within the system.
- *Chili Cookoff* – County Clerk & Recorder Beverly Wenger gave a reminder of the scheduled chili cookoff to be hosted at the Yuma County Courthouse on Friday, November 17, 2017.
- *Christmas Coffee Information (Health and Human Services) and Christmas Decorating* – Health and Human Services Director Phyllis Williams reported that the Health and Human Services office will be hosting their Christmas Coffee on December 15. Discussion was had regarding ideal location for hosting the event. The group decided to hold the Coffee in the main hall of the Courthouse. The group also discussed table needs and holiday decorating.
- *2018 Elected Official Chairman Election* – Treasurer Dee Ann Stults discussed the need to elect a new chairman for the coordination of Elected Official/Department Head meetings. The group selected Sheriff Chad Day to serve as chairman for the 2018 year.

Assessor's Office Equipment Needs

Yuma County Assessor Cindy Taylor was heard at 3:06 p.m. to discuss office equipment needs within her office. She reported that her main copier/printer is in need of replacement. The Commissioners reviewed bids from Journal Office Supply and Great Copier Service for replacement copiers. **Commissioner Wiley moved to approve the purchase of a Sharp MX3116N from Journal Office Supply for a total of \$4,847.00 without fax option including delivery and training to be paid from account 01-106-8940. Commissioner Bushner seconded the motion which passed unanimously.**

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 meetings. **Commissioner Wiley moved to approve the minutes from the October 31, 2017 Board of County Commissioners meeting. Commissioner Bushner seconded the motion; which passed unanimously.**
- *Certification of Accounts Payable* drawn on Yuma County Funds on November 14, 2017 with Check #66731 through #66876 for \$557,831.57 and Accounts Payable drawn on WY Communications Funds with check #8053 through #8061 in the amount of \$2422.66 were signed by Chairman Dean Wingfield.
- *Worker's Compensation and CAPP Report Review* – The Commissioners reviewed the monthly Worker's Compensation and CAPP reports.
- *Signatures and Ratifications* – The Commissioners reviewed an invoice from the University of Colorado Denver for the creation of the Yuma County Fairgrounds Master Plan. **Commissioner Bushner moved to pay \$3500 to the University of Colorado Denver for creation of the Yuma County Fairgrounds Master Plan out of account 05-000-6480. Commissioner Wiley seconded the motion which passed unanimously.**

The Commissioners also reviewed the 2018 CBM Contract for Jail Food Services. **Commissioner Bushner moved to approve the 2018 CBM Contract for food services provided at Yuma County Jail with an increase**



in meal rates from \$4.580 per meal to \$4.722 per meal. Commissioner Wiley seconded the motion which passed unanimously.

- *Interest Fund Transfers* – The Commissioners reviewed Treasurer's Reports and interest earnings for January-October 2017 and Soehner water rights lease income for 2017.

Commissioner Wiley moved to approve resolution 11-14-17 A transferring interest of \$1,618.14 from the Yuma County General Fund (Fund 1) to the Conservation Trust Fund (Fund 6). Commissioner Bushner seconded the motion which passed by unanimous vote. Resolution attached.

Commissioner Wiley moved to approve Resolution 11-14-17 B transferring interest of \$1,352.77 from the Yuma County General Fund (Fund 1) to the Closure/Post Closure Fund (Fund 21). Commissioner Bushner seconded the motion and it passed unanimously. Resolution attached.

Commissioner Bushner moved to approve Resolution 11-14-17 C transferring \$29,412.50 from the Yuma County Water Authority Fund (Fund 10) to the General Fund (Fund 1). The motion was seconded by Commissioner Wiley which passed by unanimous vote. Resolution attached.

- *Department Reports* – The Commissioners reviewed County Treasurer and County Clerk reports for the period ending October 31, 2017.
- *Yuma County Water Authority Public Improvement District Meeting* – The Commissioners discussed scheduling of a meeting for the Yuma County Water Authority Public Improvement District, to be held December 15, 2017 for purposes of approval of the 2018 Yuma County Water Authority Public Improvement District Budget.
- *Prior Meeting Follow-Up* – Calhoon provided updates on prior meeting discussion and action items.

Calhoon reported a follow-up discussion with Wray City Manager James DePue regarding any existing Memorandums of Understanding and/or Intergovernmental Agreements impacting the utilization of ambulances in Yuma County between various emergency medical service agencies. Final discussion was tabled for the final 2018 budget work session, yet to be scheduled.

Calhoon reported follow-up questions sent to Pam Monsees regarding the Idalia and Yuma 1 tower rebuilds have not been answered. Follow-up action and discussion on the tower rebuilds is tabled until more information is available.

Calhoon presented the Garry Moore Amusements contract as renegotiated for consideration and signature. **Commissioner Wiley moved to approve an amendment to the contract with Garry Moore Amusements for the 2018 Yuma County Fair for a total cost of \$6,000 with half to be paid in November 2017 and the remaining half to be paid in July 2018. Commissioner Bushner seconded the motion which passed by unanimous vote.**

Calhoon provided an update on the status of the Single-Entry Point plans as contracted with Bret Johnson Architecture.

Calhoon presented finalized figures for the 2017 RAMP grant project.

The 2018 VOCA grant amendment was additionally presented for signature. **Commissioner Wiley moved to authorize Chairman Dean Wingfield to sign the 2018 VOCA grant amendment #2016-VA-18-013889-13**



for the final year 2 of 2 period 01/01/2018 to 12/31/2018 in the amount of \$28,497.00 with federal grant dollars to be deposited into Fund 12-280. Commissioner Bushner seconded the motion which passed by unanimous vote.

Calhoon presented draft letters to local businesses regarding previously approved holiday gift certificates for County Staff.

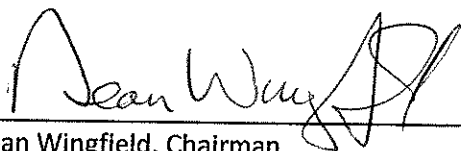
Calhoon reported that \$200,000 was paid for the City of Wray Broadband Project as previously approved. **Commissioner Bushner moved to approve Resolution 11-14-17 D to transfer \$200,000 from Fund 5 to Fund 20 for payment of Yuma County's portion of the City of Wray Broadband Project. The motion was seconded by Commissioner Wiley and passed unanimously.** Resolution attached.

- *Correspondence* – Calhoon presented letters of interest from James Schmidt for reappointment to the East Yuma County Cemetery Board and from Dan Seedorf for appointment to the Yuma County Economic Development Board. The East Yuma County Cemetery District reappointment was tabled until the December 29, 2017 Board of County Commissioners meeting as the term does not expire until December 31, 2017. **Commissioner Wiley moved to appoint Dan Seedorf to the Yuma County Economic Development Board to fill the current vacancy with term expiring December 31, 2017. The motion was seconded by Commissioner Bushner and passed unanimously.**

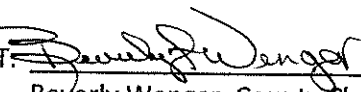
Other correspondence included the City of Yuma with regard to requested Board of County Commissioner Review of the City of Yuma Comprehensive Plan, which was discussed by the Commissioners, and notification of a natural gas well spill reported in November near the corner of County Roads 48 and P. The Commissioners reviewed the spill report and information from the Coalition Against Bigger Trucks.

- *Fairgrounds Horse Race Request* – Calhoon reported a request received to hold a horse race at the fairgrounds for consideration of deposit. The race's security plan has been rejected by the Yuma County Sheriff's Office for failure to provide a plan for security as well as failure to meet prescribed timelines. No discussion on deposits was had based on the denial.
- *Maintenance Updates* – Calhoon reported on building maintenance project issues and status including the current status of the HVAC project and the kitchen floor at Health and Human Services.
- *Hail Damage Claim Review* – Calhoon reported progress on obtaining additional bids for re-roofing at the County house located at 311 Birch in Wray.

There being no further business, the meeting adjourned at 4:38 p.m. The next regular meetings of the Board of County Commissioners will be on November 30, 2017 and December 15, 2017.


Dean Wingfield, Chairman


Andrea Calhoon, Administrator

ATTEST: 
Beverly Wenger, County Clerk

