

**YUMA COUNTY COMMISSIONERS**

**June 14, 2022**

**Minutes<sup>1</sup>**

On June 14, 2022 at 8:00 a.m., the Yuma County Board of Commissioners met in regular session. Chairman Robin Wiley, Commissioner Trent Bushner, Commissioner Scott Weaver, and Administrator Andrea Calhoon were present throughout the day.

The Commissioners reviewed and signed accounts payable and discussed various meetings attended throughout the prior month.

Liquor License Renewal

At 8:15 a.m. Deputy County Clerk Pam Zuege presented for approval the retail liquor license renewal for Papa's Bait Shop. **Commissioner Weaver moved to approve the retail liquor license renewal for Papa's Bait Shop as presented. Commissioner Wiley seconded the motion. It passed unanimously.**

Road and Bridge

Road & Bridge Supervisor Tom Andersen and Blade Foreman Justin Lorimer joined the meeting at 8:30 a.m. to provide department updates.

- *Fencing Along Rights of Way* – Andersen requested input on a neighbor dispute regarding the placement of temporary fencing along a county road right of way. The group discussed the width of road easements and the necessity of access to windrows and ditches for mowing.
- *Seasonal Employee Hiring Requirements* – The group reviewed pre-hiring requirements for seasonal employees and discussed the pros and cons of requiring a pre-employment physical for part-time seasonal workers.
- *Fairgrounds Water Tanker* – Andersen reported the availability of a 1,000-gallon water tank on a trailer if need exists for fairgrounds maintenance. Andersen reviewed the necessary repairs to get the tank in working order. The Commissioners approved the expenditures necessary for repairing the water tank with expenses to be allocated to the fairgrounds budget.
- *Staffing Vacancies* – Andersen requested input on hiring processes for 3 truck driving vacancies and 3 maintenance vacancies. The Commissioners suggested Andersen advertise position vacancies in Kansas and Nebraska. The group also discussed the training progress for new blade operators. The group also discussed the long-term plan for the Truck Foreman position and potential alternate organizational structures to make better use of the staff that is available.
- *Viaero Fiber Install* – The group discussed challenges with a broadband fiber installation project near Idalia. Geographical challenges were discussed and the group determined an exception would be made to allow the fiber to be installed in the roadway along the east side of the road as close to the road edge as is possible.

Human Services

The Board of County Commissioners convened as the Board of Social Services at 9:30 a.m. Human Services Director Kara Hoover, Eligibility Supervisor Dalene Rogers, Child Welfare and Adult Protection Supervisor Hollie Hillman, Bookkeeper Melanie Fisher, new Eligibility Technicians Andrea Valenzuela and Brittany Ross, and Administrative Assistant Asalia Bencomo 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 10:30 a.m.

---

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



### Financial Reports

County Finance Officer Sarah Carwin joined the Commissioners at 10:30 a.m. to present financial reports and topics including updates on fair expenses and planning progress, NFR ticket purchase, centralized county email usage for fair volunteer positions, salary authorizations for new hires, and various financial documents.

**Commissioner Weaver moved to approve payment of the \$600 fee to PRCA for hosting of the stand-alone rodeo event. Commissioner Bushner seconded the motion, which passed unanimously.**

**Commissioner Weaver moved to approve Resolution 06-14-2022 A approving a \$50,000 transfer from the General Fund 1 to the Separation of Employment Fund 22. Commissioner Bushner seconded the motion. It passed unanimously.**

**Commissioner Bushner moved to approve the salary authorizations for Sheriff's Office Intern Koy Smith, Seasonal Fairgrounds Worker Bridger Lynch, and Assessor's Office Intern Brianna Egloff as presented. Commissioner Weaver seconded the motion, which passed unanimously.**

**Commissioner Weaver moved to approve signature on the 2021 Audit Engagement Letter with McMahan & Associates as presented. Commissioner Bushner seconded the motion. It passed by unanimous vote.**

### City of Wray, James DePue

Wray City Manager James DePue joined the Commissioners at 11:05 a.m. to discuss a recent application for multimodal grant funds. DePue reviewed the application recently approved for improvement in walking paths connecting local government resources including sidewalks at the County Courthouse. The group discussed other regional projects approved through the program and project requirements as well as the timeline and steps for project completion. Also discussed was planning efforts for cardboard collection based on community response to lack of recycled cardboard processing. The Yuma County Landfill experienced an equipment failure with the baler which has now been repaired but time estimates for catching up on cardboard baling is approximately 1 week.

### Viaero Wireless, Nancy Ruhl

The planned meeting with Viaero Wireless at 11:30 a.m. was vacated.

### Republican River Water Conservation District, Kenny Helling

Mr. Kenny Helling representing the Republican River Water Conservation District joined the Commissioners at 1:15 p.m. to provide updates on the acquisition of water rights in the South Fork Republican River Focus Zone to retire the mandatory 25,000 acres for Republican River Compact Compliance. Helling shared funding updates for water rights acquisition.

### County Technical Services, Inc., Marilyn Wagner

At 1:40 p.m., Marilyn Wagner of CTSI joined the Commissioners to present the Yuma County 5-year loss analysis and an insurance pool update. Wagner reviewed statistical information on prior year losses for Yuma County and the remaining pool members as well as updates regarding the overall insurance pool. The group specifically discussed the challenges in liability and casualty insurance coverage for law enforcement activities as well as the dramatically increasing costs of coverage for law enforcement agents.



County Treasurer, Chrystal Hammond

Yuma County Treasurer Chrystal Hammond joined the Commissioners at 2:30 p.m. to discuss Office updates. Hammond discussed property tax collection efforts and staffing updates as well as updates on investment activities with public funds. Hammond reported on a reporting error with April Treasurer's Reports due to a software error that has now been resolved. **Commissioner Weaver moved to approve the salary authorization for Britney Riley's promotion to permanent Deputy Treasurer as presented. Commissioner Bushner seconded the motion. It passed unanimously.**

Land Use

County Land Use Administrator Andrea Calhoon was heard at 1:00 p.m. to review Land Use and GIS Business.

- *Office Transition* – Calhoon reported on the progress of transitioning land use functions to the Commissioners Office.
- *Pending Land Use Activity* – Calhoon reported one exemption for subdivision scheduled for hearing at the end of the month and no applications received to date for the month of July. One administrative land use permit is in process for a temporary meteorological tower for a potential renewable energy project near Joes.

GIS

- *Current Projects* – Calhoon reported on the establishment of the GIS contract and necessary system access as well as queued projects for completion.

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 Weaver moved to approve the minutes from the May 26, 2022 regular meeting 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 items were presented for signature.
  - Grant Updates:
    - The Commissioners reviewed information regarding pending and submitted grant applications including the Eckley Road chip seal, American Rescue Act funds, and the CDPHE recycling grant.
- *Department Reports* – The Commissioners received various department reports including an update on the recently hired Emergency Manager onboarding process.
- *Prior Meeting Follow-Up* – Finance and Compliance Clerk Brandi Ritchey provided project updates on the status of properties in Eckley. The group also discussed the status of a recent application to host a horse race at the Yuma County Fairgrounds.
- *Correspondence* – Calhoon presented correspondence received since the last meeting including a request for infrastructure placement by KCI, CORA requests recently received, Opioid Settlement administrative processing updates, and the status of an in-process lease agreement.

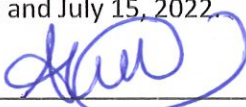


**Commissioner Bushner moved to approve KCI's installation of a broadband fiber cabinet just outside of the road right-of-way on the Yuma County Fairgrounds property as requested. Commissioner Weaver seconded the motion. It passed by unanimous vote.**

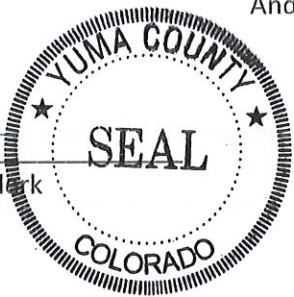
- *CDL Testing Unit* – Calhoon provided updates on the status of the Yuma County CDL testing unit and the planning of an Entry Level Driver Training community education program currently being developed with the Yuma Campus of Northeastern Junior College as potential staffing updates for the unit.
- *IT Updates* – Calhoon presented updates on various IT-related topics including updates on the transition to VOIP phones for County operations, access to State-required Google documents, and remote access security options.
- *Maintenance Updates* – Calhoon reported on various facilities maintenance topics.
- *HR Updates* – Calhoon reported updates on county Human Resource topics including recruitment and retention, various staffing structure updates, and the status of various County vacant positions. The Commissioners reviewed an exit interview conducted by office staff under CRS 24-6-402(4)(f) for personnel matters.

There being no further business, the meeting adjourned at 5:00 p.m. The next regular meetings of the Board of County Commissioners will be on June 30, 2022 and July 15, 2022.

  
\_\_\_\_\_  
Robin Wiley, Chairman

  
\_\_\_\_\_  
Andrea Calhoon, Administrator

ATTEST:   
\_\_\_\_\_  
Beverly Wenger, County Clerk





**BOARD OF COUNTY COMMISSIONERS  
COUNTY OF YUMA, STATE OF COLORADO**

**RESOLUTION NO. 06-14-2022 A**

**A RESOLUTION TRANSFERRING \$50,000 FROM FUND 1 TO FUND 22**

**WHEREAS**, Surplus fund balance and revenues in the General Fund #1 are available and will be used for this interfund transfer, and;

**WHEREAS**, personal leave buyouts for separated employees have diminished the fund balance in the Separation of Employment Fund #22 since the last transfer, and:

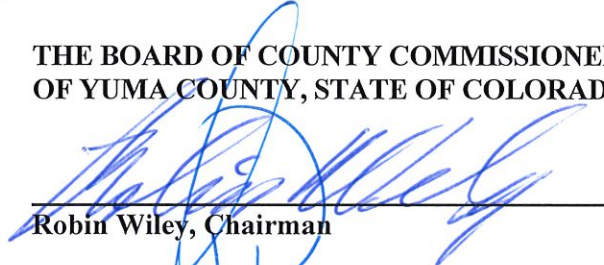
**WHEREAS**, this transfer will replenish the Separation of Employment Fund for future buyouts of separated employee personal leave balances;

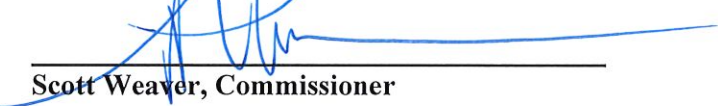
**NOW, THEREFORE, BE IT RESOLVED**, the Commissioners of Yuma County, State of Colorado, approve the transfer of fifty thousand dollars (\$50,000.00) from the General Fund #1 to the Separation of Employment Fund #22.

The above and foregoing Resolution was, on motion duly made and seconded, adopted by unanimous vote of the Yuma County Board of Commissioners on the 14<sup>th</sup> day of June, 2022.

**ADOPTED THIS 14<sup>th</sup> DAY OF JUNE, 2022.**

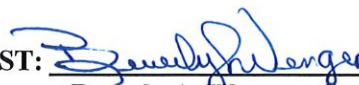
**THE BOARD OF COUNTY COMMISSIONERS  
OF YUMA COUNTY, STATE OF COLORADO**

  
\_\_\_\_\_  
Robin Wiley, Chairman

  
\_\_\_\_\_  
Scott Weaver, Commissioner

  
\_\_\_\_\_  
Commissioner



ATTEST:   
\_\_\_\_\_  
Beverly A. Wenger, County Clerk