



YUMA COUNTY COMMISSIONERS
September 14, 2023
Minutes¹

On September 14, 2023 at 8:00 a.m., the Yuma County Board of Commissioners met in regular session. Chairman Scott Weaver, Commissioner Mike Leerar, Commissioner Adam Gates, and Finance Officer Sarah Carwin were present throughout the day.

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

Liquor License

Nancy Wright presented Special Events Permit Application for Vernon Community Cajun Boil to be held on September 30th. Present from the public was Charlotte Smith. **Commissioner Gates moved to approve the Special Events Liquor License Application for Vernon Community Cajun Boil. Commissioner Leerar seconded. The motion was unanimously passed.**

Road and Bridge

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

- *Fire Damage to #705* – The estimate to repair the fire damage came in at approximately \$113,000. Discussion was had about if the truck was still under warranty, if this is a common issue with this make and model, and how insurance would cover this damage. No decision was made on what would be done with the truck until Tom and Brandi know how things will work with insurance.
- *Lease Truck Total Hours* – The trucks for hire were sent home on Tuesday. Tom had approximately 51 hours still available from the approved expenditure. Tom is going to leave it in case something comes up later in the year.
- *Road Report* – Only three rounds are needed before the Beecher Island project is completed. The next project they will be working on is County Road 3 to the Game & Parks. Discussion was had to clarify the coverage on County Road 0. Yuma County covers the 1st 4 miles and Kit Carson County covers the 2nd half.
- *Budget* – Tom presented the current Budget Variance report. Discussion was had on various line items. Mike requested a deeper look into Utilities. Tom mentioned that him and Matt would be looking more closely at the Road & Equipment Repairs & Tire & Tubes lines for 2024.
- *Vehicle Count/Speed on RR North of Highway 34* – Tom presented a road count report on County Road RR. This is for the North Bound traffic and in the time frame of September 7th to 13th the traffic per day average 107. Discussion was had on what the cost of repairing and maintaining that road was. Road & Bridge will review some Pub Works reports to see what the cost has been thus far this year. Tom is also going to reach out to the Sheriff's Department about patrolling that road as the speed limit is posted is only 45 mph.
- *Mowing* – Mowing is about half done for the year. This year Tom took a different approach in how he was sending out mowers and he felt as it had proven to be beneficial.
- *Staffing* – Discussion was had about shuffling employees to different teams temporarily. The maintenance team is fully staffed.

¹ Minutes prepared by Brandi Ritchey are a summary of discussions, not a verbatim account.



Human Services

The Board of County Commissioners convened as the Board of Social Services at 9:30 a.m. Human Services Director Kara Hoover, Administrative Assistant Lori Summers and Bookkeeper Melanie Fisher 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 10:59 a.m.

Executive Session

At 10:59 a.m., **Commissioner Gates moved to enter into Executive Session for discussion of specialized details of security arrangements or investigations under C.R.S. Section 24-6-402(4)(d); Commissioner Leerar seconded the motion; it passed by unanimous vote.** Present for executive session were Chairman Weaver, Commissioner Leerar, Commissioner Gates, Finance Officer Sarah Carwin, Fairgrounds Manager Carmen Murray, Harold Blackham, and Sharon Blackham. Executive session ended at 11:44 a.m. **No action was taken following executive session.**

Revolving Loan Fund

At 11:45 a.m. the Commissioners held a Public Hearing for Revolving Loan Fund. Valerie Smith-Hibbert was in attendance on behalf of Northeast Colorado Revolving Loan Fund. No one from the public was in attendance for Public Hearing. She presented the agreement between Yuma County and NCRLF to develop and carry out the Community Development Block Grant for signature with Chairmen Scott Weaver.

Office of Emergency Management

At 1:00 p.m. the Commissioners heard a department update from Yuma County Emergency Manager Jake Rockwell. Among topics discussed were fire, weather, and cold & flu reports. Rockwell explained that Dundy County would like access to some of our Radio Channels. This will most likely require an MOU between WY Combined Communication and Dundy County. The OEM Quarterly payment will be coming soon from the State. Rockwell stated that there will be new EPA Regulations released in 2024. There has been an increase in train derailments and Rockwell is hopeful a train derailment class will be offered soon in the area. Rockwell submitted his letter of resignation and he will be willing to help his replacement.

Bid Review, Sale of Wauneta House

At 1:30 p.m., the Commissioners opened and reviewed bids for the sale of the County owned Wauneta House. Present from the public was Gene Kramer. Three bids were opened and reviewed. No action was taken at this time.

Administrator's Report

Finance Officer Sarah Carwin reviewed calls, correspondence, and presented the following for discussion and action:

Minutes – The Commissioners reviewed the minutes from the previous BOCC meetings.

- **Commissioner Gates moved to approve the minutes from the August 31, 2023 regular meeting of the Board of County Commissioners. Commissioner Leerar seconded the motion, which passed unanimously.**

CAPP Report & Claim Review – The Commissioners heard information on pending CAPP and workers' compensation claims. The group discussed an ongoing Workers Compensation Claim and hail damage from the recent storms.



Signatures and Ratifications –

- **Commissioner Leerar moved to sign Resolution 9-14-2023 A, Appointing Brandi Ritchey as Yuma County Administrator. Commissioner Gates seconded the motion, which passed unanimously.**

Department Reports –

- **ETPR Administration Updates –** There was an ETPR Meeting Monday. Scott has received by-laws and will be sending them out to the board. The next meeting fall on payroll week and the Commissioner's will work with our office as far as coverage for the meeting minutes.
- **911 Authority Updates –** The assessment is done and Scott has the 6-year budget plan. The State Surcharge increase paperwork has been submitted and we are waiting to hear back.

HR Updates –

- **Commissioner Gates moved to approve the Salary Authorization for the Full Time Deputy I at \$22.68 per hour retro back to August 1, 2023. Commissioner Leerar seconded the motion. It passed by unanimous vote.**
- **Commissioners reviewed two Salary Authorizations requests and new job descriptions for Court Security/Jail Deputy each for \$50,000.00 per year retro back to June 1, 2023. Commissioner Leerar moved upon review with current wages these salary requests would create a disproportion to the current pay scale. These salary requests will not be approved as is. Commissioner Weaver seconded the motion. It passed by unanimous vote.**

Correspondence –

- **Idalia Sanitation –** Submitted a request for funding. Commissioner Leerar went and confirmed their fund balance with Treasurer Chrystal Hammond. There was also discussion regarding whether the board was in good standing with DOLA to release funds. No action was taken at this time.
- **Muse Artist Management, LLC –** Commissioner's reviewed the Letter of Engagement for Talent Buyer with Muse Artists Management. **Commissioner Gates moved to approve the Letter of Engagement for Talent Buyer. Commissioner Leerar seconded the motion. It passed by unanimous vote.**
- **Golden Plains Extension Travel –** Golden Plains Extension Travis Taylor stopped in to discuss how some of the travel expenses will be changing from Colorado State University and Golden Plains Extension to Yuma County.
- **Mek1 Gravel Pit –** Scott mentioned that a new lease is currently in the works for the Mek1 pit and Yuma County.
- **Insurance Selection for 2024 –** Commissioner's reviewed the 2024 Health Insurance options with County Health Pool. **Commissioner Leerar moved to approved offering the HDHP 2500, HDHP 2000, & PPO B2000 plans. The HDHP 2500 would be the base plan that the employer portion of the monthly premium would be calculated on. Employees that elect one of the HDHP plans**



will receive an initial contribution to an HSA account. The HSA contribution will vary based on employee selected tier going down from Family tier at \$250.00. Commissioner Gates seconded the motion. It passed by unanimous vote.

- **Salary Band Schedule for 2024** – Commissioner’s reviewed salary band schedule for the upcoming 2024 Budget Work Sessions.
- **Budget Memo 2024** – Commissioner’s reviewed the Budget Memo for the upcoming 2024 Budget Work Sessions. **Commissioner Leerar moved to approve sending out the Budget Memo along with the prior reviewed Salary Band Schedule and approved insurance rates offerings. Commissioner Gates seconded the motion. It passed by unanimous vote.**

IT Updates –

- **CenturyLink to Plains** – Discussion was had on the delay the VOIP project is currently experiencing. The Department of Human Services building will have to be re-wired prior to porting the numbers due to how the plan is currently set up with CenturyLink.

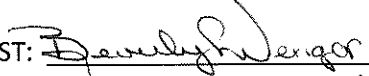
There being no further business, the meeting adjourned at 5:16 p.m. The next regular meetings of the Board of County Commissioners will be on September 29, 2023.



Scott Weaver, Chairman



Brandi Ritchey, Administrator

ATTEST: 

Beverly Wenger, County Clerk

