

YUMA COUNTY COMMISSIONERS

August 13, 2015

Minutes¹

On August 13, 2015 at 8:00 a.m., the Yuma County Board of Commissioners met in regular session. Chairman Trent Bushner, Commissioner Robin Wiley, and Administrator Kara Hoover were present throughout the day. Commissioner Wingfield was unable to attend, but did call in during the Elected Official salary conversation noted in the minutes.

The Commissioners approved and signed the July 31, 2015 and August 13, 2015 accounts payable checks and the payroll checks dated July 31, 2015. They also discussed various meetings attended throughout the first half of the month.

Liquor Licenses

Nancy Wright presented a Special Events Liquor Permit for the Vernon Volunteer Fire Department, Inc. located at 26055 Denver Street, Vernon, Colorado to be held August 15, 2015; which was approved at the July 30, 2015 BOCC meeting.

311 Birch Street-County House

Travis Dinsmore submitted bids for laminate wood flooring to replace the flooring in three bedrooms, kitchen and two bathrooms, and stepping stones, gutters, and down spouts for the house and garage repairs to the county house at 311 Birch Street, Wray, Colorado. The Commissioners asked Dinsmore to acquire local bids. Later in the day, Dinsmore returned with additional quotes. **Commissioner Wiley moved to accept the bid with Home Depot for a total of \$2,522.12 for 1,001 square foot laminate wood flooring with attached underlayment, 143 square feet of stepping stones, gutters and downspouts. Commissioner Bushner seconded. The motion passed.** The Commissioners were in consensus to allow Dinsmore to exchange his labor for rent. Dinsmore will submit hours to the Commissioners for approval.

Road and Bridge

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

- *CDOT Highway 34 Turning Lanes* – Colden said that CDOT has not started on their part of the turning lane project. The county has completed their part of the project. J.R. left a message with the contractor hired by CDOT inquiring about their start date, but has not heard back from them.
- *EIAF #7605 County Roads R & 34 Project* – Colden told the Commissioners that the County R & 34 project is underway. The base modification work should be completed by Friday, August 14th, 2015. Road and Bridge plans to start patching areas on County Road R on Monday, August 17th. The chip and seal is slotted to begin on August 24th, 2015. He projects completing the project by the end of August.



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



- *Bridges* – Colden presented the Sufficiency Rating Report for the Yuma County Bridges. He relayed the report is favorable. The North Sand Creek Bridge, located on County Road X, is rated at 58.3 and will require repairs in the near future. Colden said that the other bridges that had deficiencies were related to signage, not actual bridge structure. He appreciated the report and will begin to work on the noted areas of improvement.
- *Gravel Pit* – Colden relayed that they have permission to explore a pit owned by Wudtkes for gravel. He is hopeful that they will find good product.
- *Storm Damage, FEMA Kick-Off Meeting* – Commissioners Wiley, Commissioner Bushner, Finance Officer Vicky Southards, Administrator Hoover, and Colden met with representatives from the State and FEMA on August 12, 2015 to discuss the process for the disaster recovery. FEMA representatives and Colden will conduct site visits, determine the GPS locations today, and review the record keeping requirements with Road and Bridge Office Staff.
- *Mitigation Equipment, Bomag* – Colden told the Commissioners that he would like to see a Bomag demonstration. He believes if Road and Bridge had this piece of equipment, that his crew could do more of the major road construction and repairs.
- *County Road H* – Commissioner Bushner mentioned that County Road H is in terrible condition. He asked if a hot mix could be placed in the potholes. Colden said he would get this done to help prolong the repairs.
- *Road Access Permit* - Colden presented an approved road access permit for Darrel Gibson requesting access 600 feet south of County Road 9, on County Road H.

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 July 2015. She reported there were \$308,957.35 in taxes collected; \$167,765.94 in Specific Ownership taxes collected, and \$13,574.21 in fees collected for the month. Dee Ann reported that taxes are about 99% collected for the year.
- *Point and Pay* – Dee Ann reported that she signed a contract to utilize Point and Pay for credit card services as discussed at the last meeting.
- *Errors and Omissions* – Stults reported that she would like to have an Errors and Omissions line item in her budget. She feels this would alleviate payouts for such matters in her banking line items. She believes that every office should have a similar line item.
- *County Held Report* – Stults presented the redemption report showing four parcels that have outstanding taxes owed.

- *Delinquent Tax Notices* – Stults reviewed the delinquent tax list with the Commissioners. She will update the Commissioners in September, so that letters can be sent from the Commissioners requesting payment.

Department of Health & Human Services

Department of Health and Human Services Interim Director Phyllis Williams and Receptionist Liz Tuttle were present to conduct business with the Commissioners.

The following contracts were presented for approval:

Children's Academy / Wray Rehabilitation and Activities Center, WRAC MY PHIT – Commissioner Wiley moved to approve the contract with the Children's Academy in Yuma for \$1,500 of TANF funding, and the contract with Wray Rehabilitation and Activities Center, WRAC, MY PHIT utilizing Core funding. Commissioner Bushner seconded. The motion passed.

Medicaid Incentives – Interim Director Williams reported that the Medicaid Incentive award of \$7,940 should be received this month. She would like to award the Income Maintenance Techs with these funds as a bonus. This is an annual incentive. **Commissioner Wiley moved to approve the use of the Medicaid Incentive funds as a bonus for the Income Maintenance Techs. Commissioner Bushner seconded the motion; which passed unanimously.**

Income Maintenance Team –Williams requested 5-10 hours of overtime pay for the Income Maintenance Team until the new staff is fully trained. **Commissioner Wiley moved to allow 30-40 hours per week of Overtime pay, reviewing on a monthly basis. Commissioner Bushner seconded. The motion passed unanimously.**

Truck Driving School – Williams read a report from Grant Smith, Case Worker III, CO Works, about the HHS sponsored truck driving school with Sage Trucking. Smith relayed that all seven participants passed the course with a 95% or better. He is quite enthusiastic about the program, saying that one participant has already been offered a position with Anheuser-Busch and her husband, who had his CDL, will be working for the company also. This new opportunity will bring in nearly \$100,000 for a family that previously was on public assistance. He feels this is an amazing success. The second truck driving school will begin August 31, 2015 through September 25, 2015. Smith also noted that he has requested continued funds from the state.

Executive Session – **At 11:34 a.m., Commissioner Wiley moved to enter into Executive Session for discussion of a matter required to be kept confidential by federal or state law, rule, or regulation under C.R.S Section 24-6-402 (4)(c). The motion was seconded by Commissioner Bushner; which passed. Present were: Chairman Trent Bushner, Commissioner Robin Wiley, Interim Director Phyllis Williams, Laurie Newton and Administrator Kara Hoover. Executive Session ended at 12:00 a.m.**

Land Use

Rich Birnie, Land Use/GIS Coordinator, was present for Department updates.

- *Permit Applications*
Brophy/Connally EFS - Birnie reviewed the EFS application from Kathryn Brophy and Walter Connally, to divide 8.02 acres, more or less, from 160 acres, more or less, in the NW ¼ of Section 26, T3S R43W for the purpose of resale. This application will be heard at the Land Use Hearing on August 31, 2015.

Viaero Wireless – Birnie reported that Viaero Wireless has submitted a DEV application to install a 100', self-supporting, telecommunication tower on a piece of property, 50' X 60', leased from Deterdings, adjacent to the south edge of Vernon. This application will be heard by the Planning Commission and then at the Land Use Hearing on September 30, 2015.

- *Pending*

Manure Composting – Birnie shared that he has completed some research for Thomas Bencomo who is considering a composting operation on 20 acres in the NE1/4 of Section 36, 2-N-47 at the end of County Road P. Birnie spoke with Thaine Kramer, Environmental Protection Specialist, at the Department of Public Health and Environment, who said that a manure composting site that is not in the feedlot's production area falls outside of his regulations. Kramer directed Birnie to the Materials Management Unit to speak with David Snapp. Snapp sent Birnie a link to the rules and regulations for this type of use. Bencomo will need to work with the state and apply for a major land use permit.

Mini Storage – Birnie stated that Eldon Callahan is proposing a mini-storage unit complex on the edge of Yuma on a 2.2 acre site between Highway 59 and South Columbus Street. Birnie relayed to Callahan that plans, including a drainage design, will have to be submitted with the development permit.

GIS

CCI Database - Birnie is currently investigating a table in the CCI database that would allow him to have updated ownership information for the in-house maps.

Cadastral Lines, Mapping - Birnie relayed he is progressing slowly justifying the in-house road maps to the aerial photography. He estimates that he is approximately 16% completed.

Elected Officials Salary Increase, SB15-288 – Commissioner Wingfield joined the meeting via of telephone conferencing. The Commissioners discussed the various options available to them for the mandated Elected Officials Salary increase that will begin in 2017.

Administrator's Report

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

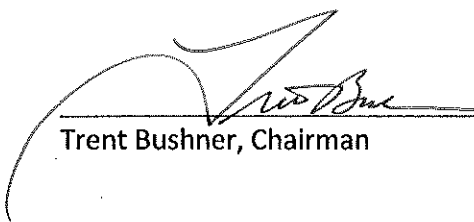
- **Minutes – Commissioner Wiley moved to approve the July 30, 2015 Board of County Commissioners minutes. Commissioner Bushner seconded the motion; which passed.**
- Certification of Accounts Payable for July 31, 2015 drawn on Yuma County Funds, with check #60181 through #60290 for \$572,514.23 and Fund 16 W-Y Combined Communication accounts payable, with check #7328 through #7341 totaling the sum of \$31,413.23 were signed by Chairman Trent Bushner.
- Certification of Payroll for July 31, 2015 drawn on Yuma County Funds, EFT system #38177 through #38314 and checks #30503 through #30533 totaling the sum of \$244,179.23 and Fund 16 W-Y Combined Communications EFT system number #5368 through #5384, and checks #4347 through #4350 totaling the sum of \$32,457.59 were signed by Chairman Trent Bushner.

- Certification of Accounts Payable for August 3, 2015 drawn on Yuma County Funds, check #60291 for \$121.20; and Accounts Payable for August 13, 2015 drawn on Yuma County Funds, with check #60292 through #60430 for \$305,489.80 and Fund 16 W-Y Combined Communication accounts payable, with check #7342 through #7353 totaling the sum of \$2,576.88 were signed by Chairman Trent Bushner.
- *EIAF 8001 – DOLA Broadband Master Plan Grant* – The Commissioners reviewed the contract for the Department of Local Affairs, Broadband Master Plan Administrative Grant in the amount of \$25,000. **Commissioner Wiley moved to approve and sign the Department of Local Affairs, EIAF 8001-Yuma County Broadband Master Plan Administrative Grant Contract. Commissioner Bushner seconded the motion; which passed.**
- *Keven Means Construction* – Hoover presented an invoice that was received from Keven Means for work completed at the fairgrounds and the courthouse. Hoover was able to verify the completion of the fairgrounds work, but not the courthouse roof repairs. She spoke with Mr. Means who told her that the work had been completed approximately two or three years ago, and he hadn't billed for the work. Hoover spoke with former Administrator Linda Briggs; who shared she didn't remember any work being completed by Means. Commissioner Wingfield emailed the group reporting that he spoke to Mr. Means and believes the work was complete. Commissioner Bushner vaguely remembers Means doing some work. The consensus of the Commissioners is to pay the bill, but requested a note be sent to Means relaying that future bills must be received in the same year of service, or they will not be paid. **Commissioner Wiley moved to pay the entire bill of \$1,394.90 with the note to Mr. Means that future bills must be submitted in the same year of service. Commissioner Bushner seconded the motion; which passed.**
- *Fair Bank Accounts* – Finance reported that a check for \$1,000 had to be cut to meet the fair expenses and to prevent the fair bank account at the Bank of Colorado from being overdrawn. Administration relayed that currently no one from the office has access to the account. The Commissioners were in consensus about the importance of Administration's access to the account, since it utilizes Yuma County's federal ID number. A resolution will follow to authorize access to this bank account. In addition, other Bank of Colorado accounts that hold the gate receipts and fair parade funds will also be authorized for access by the Financial Department.
- *Salary Buy Out* – Southards presented the buyout information for former Department of Human Services Director, Dave Henson. After a short discussion, **Commissioner Wiley moved to approve the regular pay of 16 hours and, as per the Yuma County Employee Handbook, 480 Personnel Leave hours to be paid from Fund 3. Commissioner Bushner seconded. The motion passed.**
- *CCI Legislative Committee Designee* – The Commissioners discussed the CCI 2015 Legislative Committee Member Appointment from Yuma County that will meet on October 2, 2015 in Denver. **Commissioner Wiley moved to appoint Commissioner Bushner to the CCI 2015 Legislative Committee for Yuma County. Commissioner Bushner seconded the motion; which passed.**
- *Employers Unity, LLC, Power of Attorney* – The Commissioners reviewed a request to allow Employers Unity, LLC to work on the behalf of Yuma County and WY Combined Communications with the Colorado Department of Labor and Employment. A Power of Attorney form for each was presented. **Commissioner Wiley moved and Commissioner Bushner seconded to approve and sign the Power**

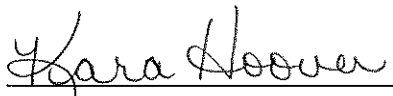
of Attorney for the Colorado Department of Unemployment Insurance, authorizing unemployment insurance information to be shared with Employers Unity, LLC for Yuma County and WY Combined Communications. The motion passed.

- *Fairground Use Waiver* – Hoover presented a request to waive the use fee, deposit, and insurance for WY Combined Communications and the WY Authority Board summer BBQ to be held on August 27, 2015. Commissioner Wiley moved to waive all fees and insurance for WY Combined Communications and WY Authority Board summer BBQ, August 27, 2015. Commissioner Bushner seconded the motion; which passed.
- *Veterans Officer Reimbursement* – The Commissioners reviewed a letter from the Department of Military and Veterans Affairs announcing the Colorado General Assembly has increased the County's part-time Veterans Service Officer reimbursement amount to \$690 a month, payable twice a year in January and July.


There being no further business; the meeting was adjourned at 2:56 p.m. The next regular meetings of the Board of County Commissioners will be August 31, 2015 and September 15, 2015.



Trent Bushner, Chairman



Kara Hoover, Administrator

ATTEST: 

Beverly Wenger, County Clerk

