

YUMA COUNTY COMMISSIONERS

June 14, 2016

Minutes¹

On June 14, 2016 at 8:00 a.m., the Yuma County Board of Commissioners met in regular session. Chairman Robin Wiley, Commissioner Dean Wingfield, Commissioner Trent Bushner, and Administrator Kara Hoover were present.

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

Liquor License

Pam Zuege presented Liquor License Renewal Applications for Brenda Condrey dba Papa's Bait Shop, at 1844 Highway 385, Idalia, Colorado. **Commissioner Wingfield moved to approve the Liquor License Application for Brenda Condrey dba Papa's Bait Shop at 1844 Highway 385, Idalia, Colorado. Commissioner Bushner seconded. The motion was unanimously passed.**

Department of Human Services

The Board of County Commissioners convened as the Board of Social Services at 8:33 a.m. Human Services Director Phyllis Williams and Receptionist Robin Barnhart were present. Detailed minutes from this meeting are maintained by the Department of Human Services.

Eligibility Supervisor Position – Director Williams discussed filling the Eligibility Supervisor for the Income Maintenance Team. She would like to move Grant Smith into this position. He will retain the Case Manager III position as well. **Commissioner Wingfield moved to approve the Salary Authorization and job duty addition for Grant Smith to the Eligibility Supervisor, G10/S19, effective 07-01-2016. Commissioner Bushner seconded the motion; which passed unanimously.**

The Board of County Commissioners reconvened at 9:12 a.m.

Road and Bridge

Supervisor J.R. Colden was present to provide the following updates.

- *Striping* – Colden reviewed the Striping Engineering worksheet as received.
- *Belly Dump Trailers* – Colden reviewed bids that he received on belly dump trailers. The Commissioners decided to table this discussion for a later time.
- *A.C. Recycler* – Colden shared that they are required to have an Air Condition Recycler that recycles the Freon when working on equipment air conditioners. He recently purchased a portable unit for \$1,300 to ensure compliance.
- *Trackhoe/Excavator* – Colden relayed that he was able to purchase a 2008 John Deere 200D LC Hydraulic Trackhoe/Excavator, Unit#0045-16, with just over 5,000 hours at Ritchie Bros. Auction on

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



June 9, 2016 in the amount of \$55,950. Oil samples were checked on three different models by 21st Century, as approved in the May 31, 2016 BOCC meeting, and this unit was found to be sound.

- *John Deere Scraper* – Colden reported that the 1999 John Deere, Model 862/862B Scraper, Unit # 0145-04 was sold at Ritchie Brothers Auction for \$40,000.
- *Class 6 Bids* – Colden reviewed bids for Class 6 Road Base for the CDOT County Road 33.6 and Highway 385 turning lane RAMP project. **Commissioner Wingfield moved to approve the bid from Big Dog Excavation, LLC, for Class 6 Road Base, once samples are verified, for \$13.50 per ton picked up at Bueltell Pit or \$20.50 per ton delivered to job site. Commissioner Bushner seconded the motion, which passed unanimously.**
- *Eckley Building* – Colden reported that the electrical work is being completed at the Eckley shop.
- *Staffing* – Colden reported that there have been some staffing changes at Road and Bridge.

Shawna Sievers resigned her position on June 9, 2016, without notice.

Kaitlyn Wadlington was hired for the part-time position that was recently advertised. She is now being offered a full-time position, with Sievers resignation. Colden presented a salary authorization for Wadlington for G4/S13, Office Assistant, beginning 06-13-16. **Commissioner Bushner moved to approve the Salary Authorization for Kaitlyn Wadlington for the Office Assistant position, beginning 06-13-16, at G4/S13. Commissioner Wingfield seconded the motion; which passed unanimously.**

- *Truck Driver Lunch* – Colden relayed that there is a discrepancy about the truck driver's taking lunch. Currently, truck drivers are waiting to take their lunch towards the end of the day because Colden says it is difficult for them to locate a safe place to pull aside to have lunch during the day. The Commissioners will consult with CTSI Human Resource Specialist about the safest way to handle lunch periods.
- *Underground and Utility Permits*- Colden presented an Underground and Utility Permits for YW Electric.
Commissioner Wingfield moved and Commissioner Bushner seconded to approve Underground and Utility Permits for YW Electric:
 - to install a 7.2-12.5 kv line under County Road 42, approximately 1176 feet west of County Road P, and;
 - to install a 7.2 kv line under County Road 32, approximately 125 feet west of County Road GG. The motion unanimously passed.
- *Link Belt Excavator* – Later in the day, Colden returned for permission to sell Unit 0045-94, 1986 Link Belt Excavator, Model # LX 28008 at Ritchie Brothers Auction in August. **Commissioner Wingfield moved to approve selling Unit 0045-94, 1986 Link Belt Excavator, Model #LX 28008 at Ritchie Brothers Auction in August. Commissioner Bushner seconded. The motion passed unanimously.**



Treasurer

Treasurer Dee Ann Stults presented the following for discussion:

- *Treasurers Report* - Stults presented the Treasurer's report for May 2016. She reported there were \$2,105,841.29 in Taxes Collected; \$174,747.03 in Specific Ownership taxes collected, and \$49,728.54 in fees collected for the month.
- *Staff Appreciation* – Stults presented a plan for the Elected Officials to host a county-wide staff appreciation barbeque to be held on August 15, 2016.
- *Mobile Home* – Dee Ann relayed that the taxes and fees for the mobile home located at 619 N. Birch St., Lot 11, Yuma Colorado, remained unpaid. After discussion, **Commissioner Bushner moved to take possession of the 1979 New Moon Mobile Home that is located at 619 N. Birch St., Lot 11, in Yuma, Colorado. Commissioner Wingfield seconded the motion; which passed unanimously.**

Courthouse Roof

Brad Rockwell, from Rockwell Construction, stopped in to report that the roofing resurfacing is complete. He is waiting for the company to come and inspect. He is working with a known contractor to get the gutters replaced.

Veteran's Service Office

Tom Gregg, Yuma County Veteran's Service Officer, provided the updates for the Commissioners. He reported that he attended the Veterans Service Officer Annual Training in April 2016. He is currently working with area Veteran Service Offices from Phillips County, Washington County, and Dundy County, Nebraska about forming a group for training opportunities. He would like to attend the National Veterans Service Officers Convention in 2017. The Commissioners asked Gregg to support the VA Clinic in Burlington by using their services as much as possible. The Commissioners thanked Gregg for his work with Veterans in the County.

Assessor

- *Staff* -- County Assessor Cindy Taylor introduced new staff members, Pat Dolezal and Elena Melendez. Pat is a fulltime Transfer Clerk and Elena is the part-time Oil and Mineral Clerk. Cindy mentioned it is nice to be fully staffed once again and is looking forward to catching up on a few items.
- *Notices* -- Notices of value for personal property went out today for assessed values.
- *Abatement* – Taylor relayed that after continued research she has concluded that the abatement request from Caerus/WashCo will be denied. After visiting with an Oil and Gas Auditor, she believes there is no need for an audit at this time. If there comes a time when the omitted property is greater, she will consider.

Land Use

Rich Birnie was present to conduct Land Use and GIS business.

Rich reviewed the permit applications from Weigel, Highway 385 Gravel Pit, and Baucke. The applications will be reviewed by the Planning Commission and heard by the BOCC in June.



- *Weigel EFS0516-06* – Birnie reported that Roy J. Wiegel has submitted an Exemption for Subdivision application to divide 2.62 acres, more or less, from 473.06 acres, more or less, in the NE1/4 of Section 29, T1N, R44W, for the purpose of transfer to a family member.
- *Brophy/Wilson-Highway 385 Temporary Gravel Pit DEV 0516-07* – Birnie reported that Yuma County Road and Bridge Department has submitted a Development Permit Application to open a temporary 110 Limited Impact gravel pit at the corner of US Hwy 385 and Co. Rd. 33.6 in NW1/4 Section 18, T1N, R43W.
- *Dennis Baucke* – Birnie shared that Dennis Baucke has submitted an Exemption for Subdivision Application to divide 11.00 acres, more or less, from 160.00 acres, more or less, in the NE1/4 of Section 27, T3N, R48W, for the purpose of resale.
- *W-Y 911 Authority Board PUC Application* – Birnie reported that he sent a draft copy of the PUC application to Phillips County Administrator Randy Schafer.
- *Solar Farm Codes* – Birnie reported that he was contacted by Cary Weinter at Colorado State University about a solar electric system for an irrigated farmer in Yuma County.
- *Wiltfang* – Rich shared that Everett and Jean Wiltfang have submitted an Exemption from Subdivision Application, EFS0516-09 to divide 22.12 acres, more or less, from 80.16 acres, more or less, for the purpose of resale to Prestige Land Company, Inc. The application will be reviewed in July.
- *RMR Ranch, Inc.* – Birnie relayed that he just received an Exemption from Subdivision application, EFS0616-10 from RMR Ranch, Inc. to divide 5.03 acres, more or less, from 80 acres, more or less, in SW ¼ of Section 33, T1N, R47W, for the purpose of building a residence. He also reported that RMR Ranch, Inc. submitted an Activity Notice 0616-06 for the building of the home on this parcel.
- *Text Amendment to the Land Use Code* – Birnie shared he continues to work on the following proposed text amendments to the Land Use Code:
 - 1) Rewriting waivers for all codes that mention waivers and add a waiver to the Industrial Setback paragraph.
 - 2) Adding Floodplain Regulations as per the State of Colorado request.
 - 3) Numbering the Wind Energy Facility Safety Setbacks.
 - 4) Adding special setback allowances for small wind projects.
 - 5) Starting to draft Land Use Codes for solar electric projects.
- *Governor's Office of Information Technology* – Birnie shared that Nathan Lowry, from the Governor's Office of Information Technology, contacted him in regards to sharing ownership parcel layer with the state to distribute it among the State Emergency Response Agencies and/or all state agencies, such as the Division of Water Resources, CDOT State Land Board, Economic Development, and other agencies. The Commissioners were in consensus to share the information with the state.
- *Marty Greek* – Marty Greek completed an Activity Notice, ACT #0616-07 to begin construction of a pole building on his parcel.



- *Ryan and Susan Godsey* – Birnie report that Ryan and Susan Godsey submitted an Exemption from Subdivision Application, EFS0616-11, to divide 1.91 acres, more or less, from 5.93 acres, more or less, in the NE ¼ of Section 6, T1S, R45W for the purpose of separating pasture from homestead.

GIS

- *Mapping Software* – Birnie shared that he is adding existing address points to the GIS maps.

Communication Center-WY Authority Board Meetings

The Commissioners discussed the need with Sheriff Day for the Communication Center and the WY Authority Board meetings to be held at same time, instead of the Communication Center meeting mid-day. Sheriff Day said he would relay their concerns at the next meeting.

Sheriff's Office

Sheriff Chad Day and Undersheriff Adam Wills was present to discuss the following.

Jail Staff – Sheriff Day relayed that they currently have one applicant for the Jail Detention Officer position.

Patrol Staff – Day reported that Chantel Lowe has successfully complete FTO Training and is now patrolling. Austin Molcyk recently graduated from the Adams County POST Academy and has just started in FTO training.

COPS Grant Letter – The Commissioners discussed a letter of support to accompany a COPS grant for the Sheriff's office proposal for an entry-level Patrol Deputy. **Commissioner Wingfield moved to sign a support letter for the 2016 Yuma County Sheriff's Office COPS Grant Application; committing to the 25% of the salary and benefits for three years. Commissioner Bushner seconded the motion; which passed unanimously.**

Unit 161 Ford Interceptor – The Commissioners reviewed the insurance claim on Unit 161, a 2015 Ford Interceptor that sustained damage on 5-24-16 in a hail and windstorm. The damage is estimated at a little over \$15,000. The Commissioners would like to look at the vehicle before determining what repairs should be made.

Patrol Vehicle Bids -- Undersheriff Wills mentioned that they missed the deadline to order the 2016 Dodge Ram Pickup, as approved at the May 16, 2016 BOCC meeting. Additional bids were presented for a 2016 Dodge Ram SSV, a 2016 Ford F150, and two for a 2017 Dodge Ram SSV for consideration. **Commissioner Wingfield moved to accept the bid from Bonanza Ford for a 2016 F150 Special Service Pickup for the \$32,894.70; requesting if the up fit from Laws is significantly higher than the \$11,617.34 that was quoted for the Dodge then the Sheriff's Office return to the Commissioners for consideration. Commissioner Bushner seconded. The motion passed by unanimous vote.**

Unit #091 Dodge Charger Bids – Twelve bids were received on Unit 091 Dodge Charger. The Commissioners opened bids. **Commissioner Bushner moved to accept the \$6,000 bid from Mike McCaleb for Unit #091, Dodge Charger. Commissioner Wingfield seconded. The motion passed.**

HB16-1265 Mistaken Identity Record Expungement – Day explored House Bill 16-1265 that deals with Mistaken Identity Record Expungement. He reported that the bill would require court and arrest records to be expunged in cases of mistaken identity. Day reported that CSOC Attorney suggested sending a memo to the County Attorney about defending the office/county in the case of possible future litigation in such circumstances.



Executive Session -- At 2:31 pm, Commissioner Bushner moved to enter into Executive Session to discuss specialized details of security arrangements or investigations under C.R.S. Section 24-6-402(4)(d). The motion was seconded by Commissioner Wingfield; which passed unanimously. Present were: Commissioners Wiley, Wingfield, Bushner, Sheriff Day, Undersheriff Wills, and Administrator Hoover. Executive Session ended at 3:17 pm.

Administrator's Report

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

- **Minutes** – The Commissioner reviewed the minutes from the previous BOCC meeting. **Commissioner Bushner moved to approve the May 31, 2016 Board of County Commissioners minutes. Commissioner Wingfield seconded the motion; which passed unanimously.**
- Certification of Accounts Payable drawn on Yuma County Funds on June 3, 2016 with check # 62629 for \$482.11 and on June 14, 2016 with check #62631 through #62765 for \$269,271.04, totaling \$269,753.15 and Fund 16 W-Y Combined Communication accounts payable, with check #7617 through #7622 totaling the sum of \$1,970.58 were signed by Chairman Robin Wiley.
- **Ordinance No. 05-31-2016-01 Prohibiting Marijuana Consumption Club** – The Commissioners completed the second reading on Yuma County Ordinance No. 05-31-2016-01 prohibiting the operation of marijuana consumption club facilities within the unincorporated boundaries of Yuma County, Colorado. **Commissioner Bushner moved to approve the second reading of Yuma County Ordinance No. 05-31-2016-01 prohibiting the operation of marijuana consumption club facilities within the unincorporated boundaries of Yuma County, State of Colorado. Commissioner Wingfield seconded the motion; which passed unanimously.** The Ordinance will be recorded in the Yuma County papers, once again, following this approval of the second reading. *Reception No. 00008830*
- **YW Electric Service Agreement for Eckley Shop** – The Commissioners reviewed an agreement for electric service for the Eckley Shop, located at 500 East Wilson Street, Eckley, Colorado, in the NE/SW ¼ of Section 26, T2N R46W. **Commissioner Wingfield moved to approve and sign the Agreement for Electrical Service for the Road and Bridge Department Shop, located at 507 East Curtis Street, Eckley, Colorado in the NE/SW ¼ Section 26, T2N R46W. Commissioner Bushner seconded. The motion passed unanimously.**
- **Auditor's Engagement Letter** – Hoover presented an engagement letter from McMahan and Associates, LLC, for the 2015 audit. **Commissioner Bushner moved and Commissioner Wingfield seconded to sign the engagement letter with McMahan and Associates, LLC to perform the 2015 audit of county finances. The motion passed unanimously.**
- **CCOERA Forfeitures**–Chairman Wiley and Commissioner Bushner signed the CCOERA forfeiture check for \$247.67 to be paid to the Economic Development for the final employer portion, for December 2015, January and February, 2016.
- **Old Cabling** – Hoover reported that Linx returned to take out the old data cabling within the building, but uncovered that the Avaya phone system is currently using the cabling for its data usage. Tobias Tonelli, Teryx, Inc. provided options to resolve the issue. After consideration, the Commissioners decided to leave the cabling as is with the phone system utilizing the system. This issue may need to be revisited at a later date, specifically if the phone system is converted to an IP system in the future.



- *Court Benches* – The Commissioners discussed the new court benches. The benches are stained a dark walnut color and do not match the golden oak stain in the rest of the courtroom. They would like to speak to the Administrative Office of the District Judge to see if there is anything that can be done.
- *Queen Pickup* – The Commissioners reviewed the pickup lease for the 2016 Yuma County Fair Queen/Princess for use in July and August. **Commissioner Wingfield moved to approve the lease for a 2013 F250 Ford Pickup with Bonanza Ford in the amount of \$800 for July and August, 2016. Commissioner Bushner seconded. The motion passed unanimously.**
- *Kinnon Entertainment* – The Commissioners reviewed the estimate provide by Kinnon Entertainment for the stage and sound for the entertainment at the 2016 Yuma County Fair. **Commissioner Bushner moved to approve the bid for and extended stage, sound and light system from Kinnon Entertainment for \$7,288.40 Commissioner Wingfield seconded the motion; which passed by unanimous vote.**
- *4-H Enrollment Fees* – Hoover presented an invoice to pay the \$5 CSU Extension Fee for 266 members who enrolled by the February 1, 2016 deadline in the amount of \$1,330 to be paid from Fund 5, as approved in the November 30, 2015 BOCC meeting.
- *Fair Board* – A letter was read from Rickey Riley tendering his resignation from the Fair Board.
- *Johnny Day Solicitation* – The Commissioners reviewed a letter that is being distributed from Johnny Day who has been asked to perform prior to the night show on the fairgrounds. The letter is requesting sponsorships to pay for a sound system to accompany the County Fair Stage. Fair Board Manager Kim Latoski relayed that the Fair Board was not aware of this solicitation, nor are they involved in any way. Commissioner Wingfield emailed Johnny Day asking him to cease solicitation for funds.
- *Quiet Title* – Notification was received on a suite for a quiet title on a piece of ground in the southern part of the county. County Attorney Ken Fellman has been in touch with party involved and will provide additional information once it is made available.
- *CHP Plan Design* – The Commissioners received a memo from County Health Pool requesting any suggestions or input for plan design changes to be considered for the 2017 plan year. The Commissioners did not have any plan design changes at this time.
- *McMahan Audit* – McMahan and Associates were on sight last week to begin the 2015 audit. Preliminary, no major deficiencies were noted. The Audit will be complete and reviewed at a later date.
- *Eastern District Budget and CCI Meeting Date* -- The Commissioners received notice that this year's Eastern District Budget and CCI Meeting will be held on September 16, 2016 at the Washington County Events Center in Akron, Colorado, beginning at 8:40 a.m.
- *Random Acts of Kindness* – Hoover shared an email from Treasurer Stults about this month's "Random Acts of Kindness." The email states that the RAK day will be held on Monday, June 27th and will be a "Dollar Day" where employees can donate money. This month's cause will be "The Space," in Wray. She encouraged everyone to give for this worthy organization.
- *BOCC Meeting Dates* -- The Commissioners set September 15 and September 30 for the meeting dates.



- *Probation Remodel* – The Commissioners walked through the Probation remodel at the Human Services Building with Maintenance Sergeant Travis Dinsmore. The remodel is coming along nicely.

There being no further business; the meeting adjourned at 5:33 p.m. The next regular meetings of the Board of County Commissioners will be June 30 and July 15, 2016.



Robin Wiley, Chairman



Kara Hoover, Administrator

ATTEST: 

Beverly Wenger, County Clerk

