

YUMA COUNTY COMMISSIONERS

November 14, 2018

Minutes<sup>1</sup>

On November 14, 2018 at 8:00 a.m., the Yuma County Board of Commissioners met in regular session. Chairman Trent Bushner, Commissioner Robin Wiley, Commissioner Dean Wingfield, and Administrator Andrea Calhoon were present throughout the day.

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

Department of Human Services

The Board of County Commissioners convened as the Board of Social Services at 8:30 a.m. Human Service Director Phyllis Williams, Child Welfare Supervisor Hollie Hillman, Eligibility Supervisor Dalene Rogers, and Receptionist Robin Barnhardt were present. New Eligibility Technician Ivan Rico was present for introduction to the Commissioners. Detailed minutes from this meeting are maintained by the Department of Human Services.

**Commissioner Wiley moved to approve the contract with the Cubs Den for provision of child care services for a period of July 1, 2018 to June 30, 2019 for an amount not to exceed \$5,000. Commissioner Wingfield seconded the motion, which passed unanimously.**

**Commissioner Wiley moved to approve the salary authorization for new hire Ivan Rico at G4/S10 effective November 13, 2018. Commissioner Wingfield seconded the motion and it passed by unanimous vote.**

**Commissioner Wiley moved to approve the contract with Knipscheer and Associates, Inc. for provision of core services for a period of October 1, 2018 to May 31, 2019 for \$250 per exam and an amount not to exceed \$1,000. Commissioner Wingfield seconded the motion. It passed unanimously.**

The Board of County Commissioners reconvened at 9:00 a.m.

Road and Bridge

Road & Bridge Supervisor JR Colden joined the meeting at 9:30 a.m. to provide the department updates.

Current Projects

- *Road Work* – Colden reported current work on County Roads BB, 3, and KK due to weather damage. The group discussed pending project needs and potential areas of exploration for new gravel pits.
- *Mastec Handholds* – Colden reported that there are handholds being installed by Mastec for fiber installation that are too near the edge of the road. Colden is in contact with Mastec to correct the issue.
- *Armel House* – Colden inquired as to the vacancy status of the Armel house as he has a potential employee to house in it. Colden will assess the status of the house as it has been vacant for an extended period and report back.
- *Culvert on RR* – Colden reported a request by Mr. George Seward to put a culvert on CR RR to drain water near a feedlot. Mr. Seward will bear the expense of installation. The culvert is tentatively approved pending approval by Pioneer Irrigation Ditch and surrounding landowners.
- *Blade Purchases* – The group discussed the purchase of new road graders in 2019 in light of legislative results from the election and potential options for improving fleet pricing. The group also continued their discussion of road grader brands and downtime with various types of equipment. Consensus stands that

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



the purchase of at least two road graders is necessary and options to fund the purchases will continue to be explored.

- *Compliance Specialist* – Colden presented a draft job description for a new position for a Compliance Specialist within his department. The position is proposed as an administrative position designed to monitor and ensure compliance with DOT, CDL, FHWA, Mining and Reclamation, and other regulatory bodies and programs.
- *Weis Gravel Pit Lease* – Colden presented the Weis gravel pit lease for renewal signature with identical terms to the prior lease.
- *Inventory Overtime* – Colden discussed the need for overtime hours by the inventory department as year-end counts and programs are being completed.
- *Job Description* – Colden
- *Reclamation Award* – Colden reported that he and Mining and Reclamation Supervisor Don Marr are going to attend an awards ceremony put on by the Colorado Department of Transportation in Colorado Springs.
- *Return to Duty Testing* – Colden reported on the progress of establishing a fit for duty testing program for employees intended to mitigate worker's compensation claims and employee injuries.

#### Land Use

Yuma County Land Use Administrator/GIS Coordinator Colten Yoast was heard at 10:25 a.m. to review Land Use and GIS business.

- *Pending Land Use Activity* – Yoast anticipates two EFS hearings in November, one for Sharon Blomstrom and one for Don & Peggy Brown on behalf of Harper Brothers, LLC. Yoast also reported an anticipated Exemption from Subdivision for December from Dylan Carr and a Lot Line Adjustment for Roger Richards, also for December.

#### GIS

- *Mapping* – Yoast reported working on updates for the master map and continues work on Road & Bridge and Emergency Management maps.

#### 4H Enrollment Fees, JoLynn Midcap

At 11:00 a.m., 4H Extension Agent JoLynn Midcap joined the meeting to request the Commissioners cover \$5 of each 4H member's annual \$15 enrollment fee. **Commissioner Wingfield moved to contribute \$5 toward individual Yuma County enrollment fees during the 2018 year-end enrollment period for enrollments completed by February 1, 2019. The motion was seconded by Commissioner Wiley and passed unanimously.**

#### Yuma County Water Authority Public Improvement District

At 11:30 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 11:35 a.m.

#### Administrator's Report

Administrator Andrea Calhoun 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, 2018 Board of County Commissioners meeting. Commissioner Wingfield seconded the motion, which passed unanimously.**
- *Certification of Accounts Payable* drawn on:
  - Yuma County Funds on November 14, 2018 with Check #32273 through 32398 for \$249,685.77, and

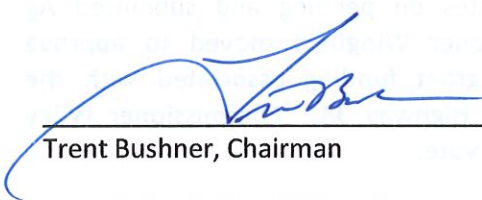
- WY Communications Funds on November 14, 2018 with Check #8343 through 8348 for \$1,704.19 were signed by Chairman Trent Bushner.
- *CAPP Report & Claim Review* – The Commissioners heard information on pending CAPP and workers' compensation claims.
- *Signatures and Ratifications* –
  - Resolutions/Ordinances Requests:
    - Invoices/Finance Requests – The Commissioners reviewed an invoice from Kissinger & Fellman that is to be billed to Yuma County Weed & Pest for services rendered to them.
    - Grant Updates – The Commissioners reviewed information regarding pending and submitted grant applications including a letter of support for a CDOT grant application for bridge construction in Yuma County, the 2019-2020 VOCA grant application, the 2019 EMPG-LEMS Grant Application, and heard updates on pending and submitted Ag Innovation Center grant applications. **Commissioner Wingfield moved to approve signature on the CDOT letter of support for grant funding associated with the reconstruction of two Yuma County bridges on Highway 34. Commissioner Wiley seconded the motion, which passed by unanimous vote.**

**Commissioner Wiley moved to approve signature on the 2019 EMPG-LEMS grant application for \$18,085.50 for department 406 – Emergency Management. Commissioner Wingfield seconded the motion and it passed unanimously.**
- *Department Reports* – The Commissioners reviewed the October 2018 Treasurer's Report as well as the October 2018 TV System Maintenance Log.
- *Prior Meeting Follow-Up* – Calhoon provided updates on ongoing projects including the construction of two new emergency communications towers, the valuation of land adjacent to Schaffner Auction, and the implementation of Blackbaud Financial Edge NXT accounting software.
- *Correspondence* – Calhoon presented correspondence received since the last meeting including:
  - A letter of resignation from Kevin Neb from his position on the Fair Board.
  - An invitation to attend a dinner hosted by GK Baum at the CCI Winter Conference.
  - The scheduling of a regional meeting for the 385 Corridor.
  - A public inquiry regarding the mapping of primitive roads.
  - A request from Rural Community Resource Center/Giving Hands of Yuma County to utilize the Concessions building for their annual coat give away.
  - Notification by the South YW Ambulance Service of an increase in liability coverage from \$500,000 to \$1,000,000 for grant eligibility.
  - A letter of interest to serve on the West Yuma County Cemetery District Board. **Commissioner Wiley moved to appoint Richard "Mike" Mueller to the West Yuma County Cemetery District Board to complete the vacated term through December 31, 2020. Commissioner Wingfield second the motion, which passed by unanimous vote.**
  - Notice that 2019 ambulance service license renewals have been sent to County agencies.

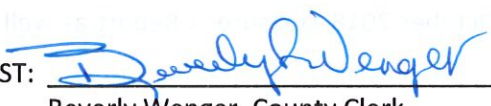


- *Oil & Gas Updates* – Calhoon reported no updates on the proposed Elk Creek pipeline since the last meeting as well as a reported line leak by OWN Resources.
- *Maintenance Updates* – Calhoon reported on various facilities maintenance topics.
- *HR Updates* – Calhoon reported updates on County Human Resource topics including recruitment efforts for County employment vacancies and pending HR issues. Calhoon presented employee holiday gift certificates for signature and discussed a planned Work Study program with Yuma High School.

There being no further business, the meeting adjourned at 1:30 p.m. and the Commissioners continued into a budget work session. The next regular meetings of the Board of County Commissioners will be on November 30, 2018 and December 14, 2018.

  
Trent Bushner, Chairman

  
Andrea Calhoon, Administrator

ATTEST:   
Beverly Wenger, County Clerk

