

YUMA COUNTY COMMISSIONERS

April 30, 2019

Minutes¹

On April 30, 2019 at 8:00 a.m., the Yuma County Board of Commissioners met in regular session. Chairman Robin Wiley, Commissioner Trent Bushner, 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 Services Director Kara Hoover and Bookkeeper Melanie Fisher were present.

The Board of County Commissioners reconvened at 9:18 a.m.

Road and Bridge

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

Current Projects

- *Current Road Work* – Colden reported current work on Roads 33, 33.6, and LL and the general Y2 area.
- *Road KK* – Colden reported on a road complaint at Road KK by Mr. Kevin Shively.
- *Air Testing* – Colden reported that air testing in the part's room has been completed and the results were clean.
- *Road 39 Overlay* – Colden provided the recommendation that CR 39 have a 2" overlay of the 2 miles of County Road 39 project done last fall. Colden is in the process of obtaining pricing and will bring bids forward at an upcoming meeting.
- *County House Move* – Colden reported that Josh Mainord, who currently resides in the Wauneta House, will be moving to the Abar house.
- *Equipment Purchase* – Colden continued the previous discussion related to equipment purchase. Colden discussed the work he has done on pricing repairs versus purchase of tanker trailers. **Commissioner Wingfield moved to approve the purchase of two Kenworth trucks for an amount not to exceed \$175,250 net trade of 2 existing trucks to be paid out of Fund 20 and the purchase of a Landpride mower for an amount not to exceed \$19,950 with local disposal of an existing fleet mower to be paid out of Fund 2, Department 702. Commissioner Bushner seconded the motion, which passed by unanimous vote.**
- *Salary Authorizations* – **Commissioner Wingfield moved to approve signature on the salary authorization for new Equipment Operator/Truck Driver Jose Tafoya as of April 24, 2019 at G5/C1/L6. Commissioner Bushner seconded the motion and it passed by unanimous vote.**
Commissioner Wingfield moved to approve the salary authorization for new Equipment Operator/Truck Driver Jordan Fleharty as of May 7, 2019 at G5/C1/L2. Commissioner Bushner seconded the motion, which passed unanimously.

Dusty Johnson, Congressman Ken Buck's Office

The Commissioners were joined by Dusty Johnson of Congressman Ken Buck's Office at 9:55 a.m. to hear federal legislative updates. Johnson reviewed legislative work including livestock transportation concerns as well as death tax and generation-skipping transfer tax repeal. The group discussed local hemp implications following the passing of the Farm Bill and potential future impacts. Johnson reported on a bipartisan State request to the Department of

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



Defense to return the United States Space Command to the State of Colorado and Congressman Buck's signature on the Colorado River Drought Contingency Plan. The Commissioners expressed concern over the slow pace of trade negotiations at the national level and concerns over agricultural economic impact as well as the State and Federal Chapter 12 bankruptcy cap impact on agricultural producers.

Joy Akey and JoLynn Midcap, CSU Extension Annual Update

At 10:20 a.m. the Commissioners met with Joy Akey and JoLynn Midcap of the CSU Extension Office to hear office updates and upcoming plans. Topics presented by Akey included the local Healthier Weigh competition as well as local health and family education programs. Midcap discussed local youth programming including 4H and fair project updates.

Land Sale Closing, Yuma County Abstract

The Commissioners convened at Yuma County Title & Abstract at 11:30 a.m. for closing on the previously approved sale of a parcel of land of approximately 2.7 acres in size, more or less, located in the E ½ S34, T2N, R45W to Mr. John and Mrs. Roberta Schaffner as previously contracted.

Land Use

Yuma County Land Use Administrator/GIS Coordinator Colten Yoast was heard at 1:00 p.m. to review Land Use and GIS business.

- *Pending Land Use Activity* – Yoast reported on five permits received so far, one Administrative Land Use and four Exemptions from Subdivision, that will be heard in May 2019.
- *Code Amendment* – Yoast reported that he anticipates presenting recommended code amendments at the May meeting. The group discussed notice requirements for mineral owners on adjacent properties to land use applications.
- *Kirk Building Activity* – Yoast initiated a discussion on an as of yet unreported construction project in Kirk that is purportedly being built over the property line.

GIS

- *Mapping* – Yoast reported working on updates for the master map and continues work on Road & Bridge and Emergency Management maps.
- *City of Yuma IGA* – Yoast and Calhoon gave a report on a recent meeting with Yuma City Manager Scott Moore and Public Works Director Claude Straight and presented a draft Intergovernmental Agreement with the City of Yuma for provision of contracted GIS and Land Use services. **Commissioner Bushner moved to sign the Intergovernmental Agreement between Yuma County and the City of Yuma for provision of contracted Land Use and GIS services with a 50/50 net revenue split between Yuma County and the GIS Coordinator and mileage reimbursement to be issued to the employee when private vehicle is used and to the County when a fleet vehicle is used. Commissioner Wingfield seconded the motion, which passed by unanimous vote.**

Dan Baucke, County Coroner

At 1:40 p.m., the Commissioners met with Yuma County Coroner Dan Baucke to discuss the need for the purchase of a refrigeration unit. Baucke reported that his cooler is undersized to address the increased size of individuals and a larger cooler is necessary to continue coroner operations. The group discussed various options for obtaining or constructing a cooler of increased size. **Commissioner Bushner moved to approve \$5,000 toward the purchase of a new refrigeration unit for the Yuma County Coroner's Office to be paid out of 01-303-8940. Commissioner Wingfield seconded the motion, which passed unanimously.**

Bev Wenger, County Clerk

At 2:00 p.m. the Commissioners met with Yuma County Clerk & Recorder Bev Wenger to review her request for approval of Resolution 04-30-2019 A increasing the cash balance of Yuma County DRIVES cash. Wenger is moving \$150 cash from the Wray office cash drawer to the Yuma office cash drawer as payment patterns have established that the Yuma office collects a greater amount of cash than the Wray office and more cash is needed to make change appropriately. **Commissioner Bushner moved to approve signature on Resolution 04-30-2019 A reallocating DRIVES cash funds between the Yuma and Wray County Clerk's Office locations as requested. Commissioner Wingfield seconded the motion, which passed unanimously.**

Wenger also reviewed potential grant funding that she has not previously applied for but is applying for this year for purposes of updating historical microfiche records. She presented a letter of support for the grant application, which the Commissioners agreed to sign.

Administrator's Report

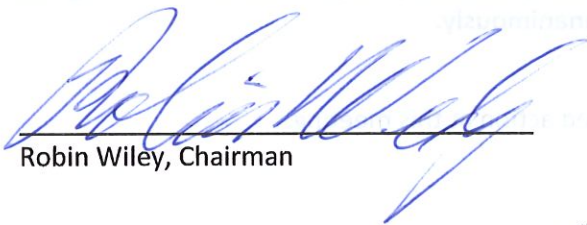
Administrator Andrea Calhoon reviewed calls, correspondence, and presented the following for action:


- *Minutes* – The Commissioners reviewed the minutes from the previous BOCC meeting. **Commissioner Bushner moved to approve the minutes from the April 15, 2019 Board of County Commissioners meeting. Commissioner Wingfield 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:
 - **Commissioner Bushner moved to approve signature on Resolution 04-30-2019 B approving an updated anti-discrimination personnel policy. Commissioner Wingfield seconded the motion, which passed unanimously.**
 - Invoices/Finance Requests:
 - No invoices or finance requests required action at this meeting.
 - Grant Updates:
 - The Commissioners reviewed information regarding pending and submitted grant applications including the DOLA Administrative Planning Grant for the Ag Innovation Center as well as the Ag Innovation Center GOCO grant progress for an expansion of the fairgrounds beef barn.
 - **Commissioner Wingfield moved to approve signature on the DOLA Administrative Planning Grant application for a feasibility study and market analysis for the Yuma County Landfill. Commissioner Bushner seconded the motion, which passed by unanimous vote.**
- *Department Reports* – The Commissioners reviewed the April 2019 Budget Variance Report, the April 2019 Veteran's Service Officer Report, and the Seaboard Farms Q1 2019 monitoring report. The Commissioners also heard updates on the planning of an equipment auction by the Sheriff's Office planned for later in the year, discussed the scheduling of a meeting of the Yuma County Water Authority Public Improvement District, and received updates on the scheduling of installation of the new jail control panel, set for completion in June of 2019.

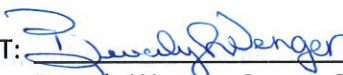


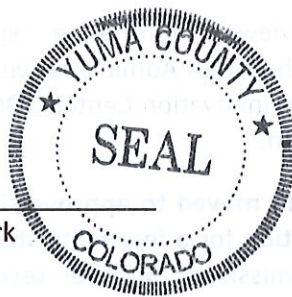
- **Prior Meeting Follow-Up** – Calhoon provided updates on ongoing projects including the implementation of new accounting software and a review of bonus depreciation for alternative energy production as discussed at the prior meeting.
- **Correspondence** – Calhoon presented correspondence received since the last meeting including:
 - A fairgrounds use request to hold roping competitions.
 - The delivery of a letter to the WY Communications Center regarding a review of operations.
 - A request to waive the fairgrounds use fee for the annual Turn N’ Burn for the Cure barrel race. **Commissioner Wingfield moved to approve waiver of the Yuma County Fairgrounds use fee for the 2019 Turn N’ Burn for the Cure barrel race. Commissioner Wiley seconded the motion. It passed with Commissioner Bushner abstaining.**
- **Oil & Gas Updates** – Calhoon reported on oil and gas updates since the last meeting including updates on Senate Bill 19-181 related to oil and gas drilling permits.
- **IT Updates** – Calhoon presented updates on various IT issues.
- **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.

There being no further business, the meeting adjourned at 5:20 p.m. The next regular meetings of the Board of County Commissioners will be on May 14, 2019 and May 31, 2019.


Robin Wiley, Chairman


Andrea Calhoon, Administrator

ATTEST: 
Beverly Wenger, County Clerk





**RESOLUTION OF
THE YUMA COUNTY BOARD OF COMMISSIONERS**

Resolution #4-30-19A

Amendment to Resolution #9-17-18C and Approval to decrease the Cash Fund in the Main office and increase the Cash Fund in the Branch office of the Yuma County Clerk and Recorder's office.

WHEREAS, the County Commissioners of Yuma County, State of Colorado, at a lawfully called meeting of said Board of County Commissioners, held on the 17th day of September, 2018, where all members were present and voting in the affirmative, and;

WHEREAS, the funds are necessary for conducting business at the Main office located in the Yuma County Courthouse, Wray and the Branch office located in the City of Yuma City Building.

WHEREAS, the Commissioners expect all costs associated with county operations should be covered by county funds, and

WHEREAS, after 9 months of working with the new software and each clerk required to have their own cash drawer,

WHEREAS, the County Clerk has determined the need to increase the Yuma Cash Drawers and decrease the Wray Float Drawer, and

WHEREAS, by increasing the Yuma Branch Cash Fund to \$800.00 and reducing the Main office Cash Fund to \$1850.00, the Branch will have sufficient cash to operate; and

WHEREAS, a reconciliation statement will be conducted daily with deposits being deposited with the Yuma County Treasurer's office.

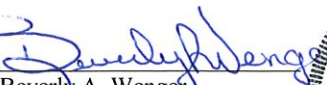
NOW, THEREFORE BE IT RESOLVED that the Board of County Commissioners of Yuma County, Colorado, approve the increase of the Yuma Branch Cash Fund to \$800.00 and reducing the Main Office Cash Fund to \$1850.00

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

BY: 
Trent Bushner, Chairman


Robin Wiley


Dean Wingfield

ATTEST: 
Beverly A. Wenger
Yuma County Clerk





BOARD OF COUNTY COMMISSIONERS
COUNTY OF YUMA, STATE OF COLORADO
RESOLUTION NO. 04-30-2019 B

**A RESOLUTION ADOPTING UPDATED
NONDISCRIMINATION POLICIES**

WHEREAS, the Board of County Commissioners (“Board”) has the authority to exercise all County powers within Yuma County pursuant to Section 30-11-103, C.R.S.; and

WHEREAS, the County’s interests as an employer are best served when anti-discrimination policies are present and current; and

WHEREAS, anti-discrimination policies and practices are required for compliant State and Federal program management; and

WHEREAS, the current personnel policy related to anti-discrimination has been determined to need update; and

WHEREAS, an updated personnel policy defining County anti-discrimination policies and expectations has been drafted, reviewed, and approved by the collective Elected Officials of Yuma County;

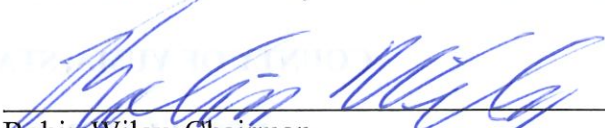
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF YUMA, STATE OF COLORADO:

That the attached personnel policy regarding anti-discrimination practices for Yuma County as an organization is hereby adopted and replaces all prior versions and practices.

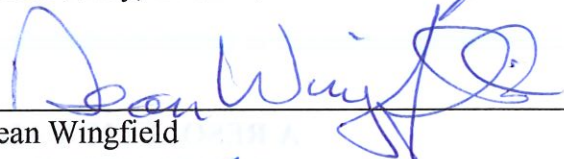
MOVED, READ AND ADOPTED by the Board of County Commissioners of the County of Yuma, State of Colorado, at its regular meeting held on the 30th day of April, 2019. The above and foregoing Resolution was, on a motion duly made and seconded, adopted by unanimous vote of the Board of Yuma County Commissioners.

ADOPTED this 30th day of April, 2019.


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



Robin Wiley, Chairman

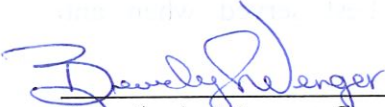


Dean Wingfield



Trent Bushner

ATTEST:



Beverly A. Wenger, County Clerk



103 NONDISCRIMINATION, NONHARASSMENT AND NONRETALIATION POLICY

The County strives to maintain an environment free of unlawful discrimination, retaliation or harassment. In doing so, the County prohibits unlawful discrimination, retaliation or harassment because race, color, religion or creed, national origin, sex, gender identity, age, physical or mental disability, veteran status, or any other applicable status protected by state, federal, or local law.

Discrimination includes conduct, decisions, or communications which are based on the categories enumerated. Unlawful harassment includes verbal or physical conduct that has the purpose of or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive work environment. Retaliation is discrimination against any client, employee, or witness for reporting, complaining about, or inquiring about potential illegal discrimination or harassment under this policy and procedure.

Actions, conduct, treatment, or decisions based on an individual's race, color, religion or creed, national origin, sex, gender identity, age, physical or mental disability, veteran status, or any other applicable status protected by state, federal, or local law will not be tolerated. Prohibited behavior may include but is not limited to the following:

- Written form such as cartoons, e-mail, posters, drawings, or photographs.
- Verbal conduct such as epithets, derogatory comments, slurs, or jokes.
- Physical conduct such as assault, or blocking an individual's movements.

This policy applies to all employees including Elected Officials, department heads, supervisors, co-workers, and non-employees such as customers, clients, vendors, consultants, salespersons, etc.

Approved Resolution 04-30-2019 B

