

YUMA COUNTY COMMISSIONERS

July 15, 2019

Minutes¹

On July 15, 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.

Liquor License Renewal, Deputy County Clerk Nancy Wright

At 8:15 a.m. Deputy County Clerk Nancy Wright presented a liquor license renewal for Ballyneal Golf LTD and a liquor license signature for the previously approved application for Vernon Liquors, LLC.

Commissioner Wingfield moved to approve the liquor license renewal for Ballyneal Golf LTD. Commissioner Wiley seconded the motion. It passed by unanimous vote.

Human Services

The Board of County Commissioners convened as the Board of Social Services at 8:30 a.m. Human Services Director Kara Hoover, Eligibility Supervisor Dalene Rogers, and Receptionist Robin Barnhardt were present. Detailed minutes of the Board of Social Services are maintained separately by the Department of Human Services.

Commissioner Wingfield moved into executive session at 9:11 a.m. under CRS 24-6-402(4)(c) for items confidential by law. Commissioner Bushner seconded the motion, which passed unanimously. Present for executive session were Director of Human Services Kara Hoover, Eligibility Supervisor Dalene Rogers, Chairman Robin Wiley, Commissioner Dean Wingfield, Commissioner Trent Bushner, and Administrator Andrea Calhoon. Executive session ended at 9:45 a.m.

Following executive session, **Commissioner Bushner moved to approve signature on a letter to Washington County Director of Human Services Grant Smith regarding his role in a Yuma County case. Commissioner Wingfield seconded the motion and it passed unanimously.**

The Board of County Commissioners reconvened at 9:45 a.m.

Road and Bridge

Road & Bridge Supervisor JR Colden joined the meeting at 9:50 a.m. to provide department updates.

- *Current Road Work* – Colden reported on current road work on County Road 59 and County Road N.
- *39-H-J Project* – Colden reported on status updates for the overlay of County Roads 39, H, and J including some updated pricing from Simon. McCormick, and McAtee and timelines for repair. The group determined that Colden should reach out to McCormick and discuss a timeline and find out if McCormick is able to meet the timeline or not. If they are unable to complete the project on the originally determined timeline, Colden will take the next lowest pricing option to ensure the project is completed on the specified timeline.
- *811 Locates* – Colden discussed challenges with the new 811 locate law and guidance received from the State to cease putting in locate requests and how the information provided relates to the new law. Colden presented ideas for resolution and continued compliance.
- *Watering Roads* – Colden discussed road watering issues and enforcement.
- *New Hire* – Colden presented salary authorization requests for:

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



- New hire Equipment Operator/Truck Driver Michael Hall as of 7/15/19
- New hire Equipment Operator/Truck Driver Rick Pennington as of 7/1/19
- Compliance Specialist Jessica Mitchell following 6-month probationary period as of 8/1/19
- **Road Crossing Permits:**
 - Colden presented a road crossing permit application for Viaero to install conduit along County Road 42 west of Highway 385. **Commissioner Wingfield moved to approve the road crossing permit for Viaero to install conduit along County Road 42 west of Highway 385. Commissioner Bushner seconded the motion, which passed unanimously.**

CSU Extension Updates, Dennis Kaan

The Commissioners met with Mr. Dennis Kaan of Colorado State University Extension to hear office updates at 10:30 a.m. Kaan initiated a discussion related to the relationship between GP, Inc., CSU, and the various boards of county commissioners. Kaan discussed budgetary impacts related to mileage reimbursement and issued the request that mileage be reimbursed directly by the counties as a budget line item as opposed to being reimbursed by CSU. The Commissioners agreed to the change for the 2020 budget year moving forward.

Old Threshers, Tim Stulp

Mr. Tim Stulp met with the Commissioners at 11:30 a.m. to discuss the 2019 Old Threshers celebration and make fairgrounds use proposals for September 1st – September 15th. **Commissioner Bushner moved to approve waiver of fees for use of the Yuma County Fairgrounds by Old Threshers for September 1 – September 15, 2019. Commissioner Wingfield seconded the motion, which passed unanimously.**

Land Use

Land Use Administrator Colten Yoast was heard at 1:00 p.m. to review Land Use and GIS business and conduct a land use hearing on land use code changes.

- **Land Use Hearing** – Land use hearings opened at 1:11 p.m. Yoast presented the following for signature.
 - **Land Use Code Text Amendments** – Yoast presented a land use code text change hearing related to mineral owner notice requirements and on-site posting requirements.

Land Use Hearings closed at 1:16 p.m.

Commissioner Wingfield moved to approve signature on Resolution 07-15-2019 A Land Use Code Text Amendments for Mineral Owner notice requirements and on-site posting requirements. Commissioner Bushner seconded the motion. It passed unanimously.

- **Pending Land Use Activity** – Yoast reported on three Exemption from Subdivision permits expected to be heard this month.
- **Land Use Inquiry** – Yoast reported on the receipt of an inquiry regarding the paving of an existing section line road for 5 Rivers Feedlot in Sections 23, 24, 25, and 26 of Township 2 North, Range 47 West. The group determined that no permitting was required for the paving of the road.

GIS

- **Mapping** – Yoast provided status updates on various mapping projects including the master map and Road & Bridge and Emergency Management maps.
- **Contract Work** – Yoast provided updates on work for various other local governments under contract.
- **Contract Signatures** – Yoast presented contracts for signature including a contract with Sidwell for mapping software as budgeted and a contract with HERE for purchase of shape file data from the County.
Commissioner Bushner moved to approve signature on the contract with Sidwell for \$4,725 for annual fees for mapping software. Commissioner Wingfield seconded the motion, which passed unanimously.

County Clerk & Recorder, Bev Wenger

Yuma County Clerk and Recorder Bev Wenger joined the Commissioners at 1:45 p.m. to make expenditure requests related to a ballot collection box outside of the Yuma Office and associated security camera expenditures for an approximate cost of \$3,000 for security equipment and \$2,000 for the ballot drop box. The discussion was tabled for more information.

Administrator's Report

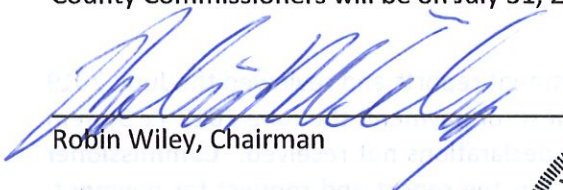
Administrator Andrea Calhoon reviewed calls, correspondence, and presented the following for action:

- *Minutes* – The Commissioners reviewed the minutes from the previous BOCC meeting. **Commissioner Bushner moved to approve the minutes from the June 28, 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 Wingfield moved to approve signature on the contract with Montex LLC for \$3000 for provision of videography services and equipment at the 2019 Yuma County Fair. Commissioner Bushner seconded the motion, which passed unanimously.**
 - Invoices/Finance Requests:
 - **Commissioner Bushner moved to approve signature on the extension request for the 2018 audit. Commissioner Wingfield seconded the motion. It passed unanimously.**
 - **Commissioner Wingfield moved to approve up to \$1200 for the purchase of a new monotone printer for the finance office to print checks. Commissioner Bushner seconded the motion, which passed unanimously.**
 - **Commissioner Wingfield moved to approve a cost of \$2.25 per employee for payroll processing through IOIPay, a partner of Blackbaud. Commissioner Bushner seconded the motion, which passed unanimously.**
 - Grant Updates:
 - The Commissioners reviewed information regarding pending and submitted grant applications including the DOLA Administrative Planning Grant for the Ag Innovation Center, the pending DOLA Administrative Planning Grant application for a Landfill Feasibility Study and the availability of additional equipment funding through the Court Security Grant program, which will be applied for to replace missing or broken panic buttons in Yuma County facilities.
- *Department Reports* – The Commissioners heard various department reports and reviewed the June 2019 Treasurer's report, the Q2 2019 Public Trustee report and request for payment, the June 2019 TV System Maintenance Log, and the Assessor's list of personal property declarations not received. **Commissioner Bushner moved to approve signature on the Q2 2019 Public Trustee report and request for payment. Commissioner Wingfield seconded the motion, which passed unanimously.**
- *Prior Meeting Follow-Up* – Calhoon provided updates on ongoing projects including the implementation of new accounting software.
- *Correspondence* – Calhoon presented correspondence received since the last meeting including:
 - A report of no County Board of Equalization appeals received to date.

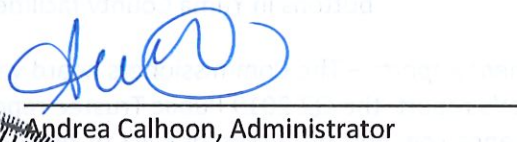


- A request from Mitch Witte to close County Road 25. No action was taken at this meeting.
 - A request from the Ag Innovation group to have the Commissioners donate NFR tickets to their upcoming fair fundraiser auction. **Commissioner Wingfield moved to approve the donation of four (4) NFR tickets for Sunday, December 8th to Ag Innovation for their upcoming fundraiser. Commissioner Bushner seconded the motion, which passed unanimously.**
 - The 2020 budget meeting memo and schedule.
 - An upcoming term expiration for Gary Baucke for his appointment to the RETAC Board and letters of interest for the vacancy. **Commissioner Wingfield moved to reappoint Gary Baucke as the Yuma County representative to the RETAC board for a term of July 1, 2019 through June 30, 2021. Commissioner Bushner seconded the motion. It passed by unanimous vote.**
 - A request from Sherry Schepler of Vernon to replace light poles at the Vernon park. **Commissioner Bushner moved to approve the replacement of light poles at the Vernon Community Park for an amount not to exceed \$3,000. Commissioner Wingfield seconded the motion, which passed unanimously.**
- *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 including the implementation of broadband services at all Wray location County offices and broadband infrastructure installation at the Yuma County Fairgrounds.
 - *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. **Commissioner Wingfield moved to enter into executive session under CRS 24-6-402(4)(f) for Personnel Matters at 2:50 p.m. for purposes of conducting and exit interview. Commissioner Bushner seconded the motion, which passed unanimously.** Present for executive session were Chairman Wiley, Commissioner Bushner, Commissioner Wingfield, Administrator Calhoon, and former employee Bryan Weese. Executive session ended at 3:16 p.m. No action was taken following executive session.

There being no further business, the meeting adjourned at 3:25 p.m. The next regular meetings of the Board of County Commissioners will be on July 31, 2019 and August 14, 2019.



Robin Wiley, Chairman



Andrea Calhoon, Administrator

ATTEST: 

Beverly Wenger, County Clerk

