

YUMA COUNTY COMMISSIONERS

October 31, 2019

Minutes¹

On October 31, 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 discussed various meetings attended throughout the prior month.

Liquor License Renewal

At 8:15 a.m. Deputy County Clerk Nancy Wright presented for signature the previously approved liquor license renewals for Route 36 Liquors DBA The Grainery and Jo's Liquors.

Human Services

The Board of County Commissioners convened as the Board of Social Services at 8:30 a.m. Human Services Director Kara Hoover, Bookkeeper Melanie Fisher, and Receptionist Robin Newton were present. Detailed minutes of the Board of Social Services are maintained separately by the Department of Human Services.

The Board of County Commissioners reconvened at 9:35 a.m.

Road and Bridge

Road & Bridge Supervisor JR Colden joined the meeting at 9:35 a.m. to provide department updates.

- *Pro Ag Structure Agreement* – Renee Taylor from Pro Ag joined the group to review a structure agreement for the Pro Ag to take over the Bennet Pit on County Road BB. The pit is owned by the landowners from which Pro Ag is purchasing the ground. The agreement relates to road maintenance related to traffic in and out of the pit. Agreement approval was tabled for additional information that will be brought forward at a future meeting.
- *Current Road Work* – Colden reported current road work in the Kirk area as well as on County Road U south of Vernon.
- *Fire Support* – Colden reported that two County water trucks were provided as support for a fire within the County on October 26, 2019.
- *Employee Referral Bonus* – Colden presented for approval a department policy and forms for implementation of the previously approved employee referral bonus program. **Commissioner Bushner moved to approve the employee referral bonus policy as presented. Commissioner Wingfield seconded the motion, which passed by unanimous vote.**
- *Gravel Exploration* – Colden reported current gravel pit exploration efforts and findings.
- *Fuel Tank Replacement* – Colden presented pricing of replacement of Wray shop fuel tanks. **Commissioner Bushner moved to approve the bid from Mills Equipment Company/Stratton Equity Coop for purchase of two replacement diesel fuel tanks for the Road & Bridge Wray shop for \$18,756 to be purchased in 2020. Commissioner Wingfield seconded the motion and it passed unanimously.**

Golden Plains Extension, Office Updates

At 10:40 a.m. the Commissioners met with Joy Akey, JoLynn Midcap, and Travis Taylor of Golden Plains Extension for program updates. Updates included recent and upcoming programming for Family & Consumer Sciences, 4H/Youth, and Livestock program areas. The group discussed 4H participation levels, cornstalk grazing preparedness and solutions due to annual weather conditions, hemp production, and mental health aspects of the new AgrAbility program.

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

Land Use

Land Use Administrator Colten Yoast was heard at 1:00 p.m. to review Land Use and GIS business. Also present were Dave DeVicaris and Kevin T. Shively.

- *Land Use Applications* – Yoast reported that the land use applications that were to be presented at the end-of-month Land Use hearings, including an Exemption from Subdivision for Brenda Drullinger on behalf of the Drullinger Family Trust in the NE ¼ of Sec 28, T4S, R46W and an Exemption from Subdivision for Don and Susan Rogers in the SW ¼ of Sec 36, T1N, R36W, were pended by the Planning Commission for additional information related to water wells and will be presented in November. Yoast also reported applications for an Exemption from Subdivision for Pariset Farms in the NW ½ of Sec 30, T1S, R45W and a major land use permit Kevin Todd Shively in the NW ¼ of Sec 1, T3S, R44W.
- *Land Use Code Changes* – Yoast presented land use code changes related to fines for failure to submit proper permit documents, commercial activity notice permits, and Health Department compliance for subdivisions smaller than 2.5 acres. **Commissioner Bushner moved to approve the draft code change language as presented for publishing of pubic hearing. Commissioner Wingfield seconded the motion, which passed unanimously.**
- *Shively Hemp Processing Facility* – The group discussed the pending land use application for a hemp processing facility for Kevin Todd Shively near Idalia. Permit requirements and considerations were reviewed as well as timelines for permit review.

GIS

- *Current Projects* – Yoast reported on various GIS topics and projects.

Sheriff's Office, Sheriff Todd Combs

At 1:55 p.m. the Commissioners met with Sheriff Todd Combs and Patrol Sergeant Will Janisch to review upfit bids for the new Sheriff's Office patrol pickups, discuss the development and structure of a Sheriff's Posse, and discuss and equipment inventory project. **Commissioner Bushner moved to approve two bids from Lighting, Accessory & Warning Systems (LAWS) for \$7,781.63 and \$9,165.49 respectively to be paid out of Fund 20 for upfit to the two new Sheriff's Office patrol pickups. Commissioner Wingfield seconded the motion. It passed by unanimous vote.**

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 meeting. **Commissioner Wingfield moved to approve the minutes from the October 15, 2019 regular Board of County Commissioners meeting and the October 23, 2019 special meeting. Commissioner Bushner 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:
 - The Commissioners reviewed the 2020 EMPG Grant Application and Program Paper. Approval was tabled for additional information.
 - The Commissioners signed an updated County Health Pool designee assignment adding Sarah Carwin as an informational recipient.
 - **Commissioner Wingfield moved to approve signature on Resolution 10-31-19 A transferring one mill of \$250,628.00 from Fund 1 to Fund 20. Commissioner Bushner seconded the motion, which passed unanimously.**

- **Commissioner Bushner moved to approve signature on Resolution 10-31-19 B transferring Soehner Water Rights of \$29,412.50 from Fund 10 to Fund 1. Commissioner Wingfield seconded the motion. It passed by unanimous vote.**
- **Commissioner Bushner moved to approve signature on Resolution 10-31-19 C transferring the annual landfill lease payment of \$5,000 from Fund 11 to Fund 1. Commissioner Wingfield seconded the motion, which passed unanimously.**
- **Commissioner Wingfield moved to approve signature on Resolution 10-31-19 D establishing a \$250.00 account at Wray State Bank for 2019 Yuma County Fair Junior Round Robin Scholarship recipient Lyndsey Mekelburg. Commissioner Bushner seconded the motion and it passed by unanimous vote.**
- Invoices/Finance Requests:
 - The Commissioners discussed the fee structure and lease agreements for the RV park at the Yuma County fairgrounds and rates charged by surrounding like facilities.
- Grant Updates:
 - The Commissioners reviewed information regarding pending and submitted grant applications including the DOLA Administrative Planning Grant for the Ag Innovation Center and the approved DOLA Administrative Planning Grant application for a Landfill Feasibility Study. **Commissioner Bushner moved to approve signature on the contract with Brad Rockwell and Rockwell Construction to construct a 100 x 125' addition to the fairgrounds beef barn and construction of new restrooms. Commissioner Wingfield seconded the motion, which passed unanimously.**
- *Department Reports* – The Commissioners heard various department reports including September 2019 TV system maintenance log, the October 2019 Veteran's Service Officer report, updates on the transition of bookkeeping for the Northeast Colorado Bookmobile, and updates on the retirement planning for the Yuma County Finance Office.
- *Prior Meeting Follow-Up* – Calhoon provided updates on ongoing projects including the implementation of new accounting software and challenges with imbedded and supplemental payroll processing software, an in-progress hemp processing facility permit review, and the 2019 Great Colorado Takeback report submission.
- *Correspondence* – Calhoon presented correspondence received since the last meeting including:
 - Letters of interest for expiring board appointment terms.
 - **Commissioner Wingfield moved to reappoint Jessie Vance to the Eckley Cemetery Board. Commissioner Bushner seconded the motion, which passed unanimously.**
 - An update on the resolution and payment received for a class-action suit filed in 2018 regarding unpaid PILT payments. Yuma County received \$74.00 in payment from the settlement.
 - A request to appoint a representative to the South Platte Basin Roundtable. **Commissioner Wingfield moved to appoint Robin Wiley as the Yuma County representative to the South Platte Basin Roundtable. Commissioner Bushner seconded the motion. It passed by unanimous vote.**
 - A report that 2020 Yuma County ambulance service licenses have been sent out for renewal with expected review and approval date of December 13, 2019.
 - A list of participation opportunities for holiday season events sponsored by the Wray Chamber of Commerce. **Commissioner Wingfield moved to donate two hams to the Wray Chamber of Commerce Christmas Ham Giveaway. Commissioner Bushner seconded the motion, which passed by unanimous vote.**
- *Oil & Gas Updates* – Calhoon reported on oil and gas updates since the last meeting including updates on the regional coalition working on Senate Bill 19-181 related to oil and gas drilling permits.



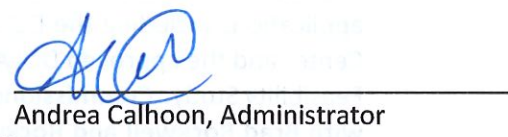
- *IT Updates* – Calhoon presented updates on various IT topics.
- *Maintenance Updates* – Calhoon reported on various facilities maintenance topics.
- *HR Updates* – Calhoon reported updates on County Human Resource topics including updates to the employee handbook, recruitment efforts for County employment vacancies and pending HR issues. The Commissioners approved salary authorization requests for Monica White and Perla Brown in the County Clerk's Office and DeseRay Headrick in the Custodial department.

Following the conclusion of business, the Commissioners participated in Wray Trick-or-Treat Street with community youth.

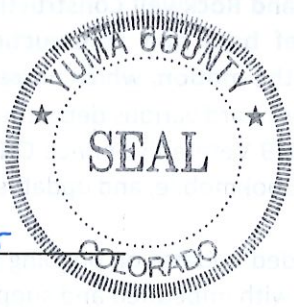
There being no further business, the meeting adjourned at 5:07 p.m. and the Commissioners entered into a budget work session. The next regular meetings of the Board of County Commissioners will be on November 15, 2019 and November 27, 2019.

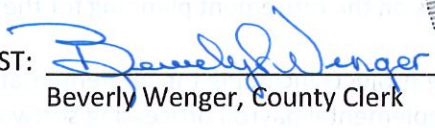


Robin Wiley, Chairman



Andrea Calhoon, Administrator



ATTEST: 

Beverly Wenger, County Clerk

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

Resolution #10-31-2019 A

RE: Transfer \$250,628.00 from the Yuma County General Fund (Fund 1) to the Capital Acquisition Fund (Fund 20)

WHEREAS, the Board of County Commissioners of Yuma County, State of Colorado, has convened a duly and lawfully called regular meeting on the 31st day of October, 2019, and;

WHEREAS, there are adequate funds within the General Fund #1 available that will be used for this transfer, and;

WHEREAS, The Board of County Commissioners approved the transfer of the equivalent of one mill in 2019, and;

WHEREAS, the total amount of \$250,628.00 approved for transfer to Fund 20 is based on 1 mill of the 2018 Assessed value equaling \$250,628,360 and;

WHEREAS, this transfer will continue the intent of the Board of County Commissioners to set aside funds for construction and/or capital acquisition, and;

THEREFORE, BE IT RESOLVED, the Commissioners of Yuma County, State of Colorado, approve the transfer of Two Hundred Fifty Thousand Six Hundred Twenty-Eight dollars (\$250,628.00) from Fund #01 to the Capital Acquisition Fund #20.

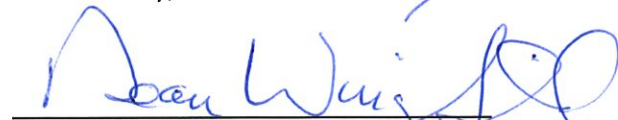
The above and foregoing Resolution was, on motion duly made and seconded, adopted by unanimous vote of the Yuma County Board of Commissioners on the 31st day of October, 2019.

ADOPTED THIS 31st DAY OF October, 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

RESOLUTION OF

THE YUMA COUNTY BOARD OF COMMISSIONERS

Resolution # 10-31-2019 B

RE: Transfer \$29,412.50 from the Yuma County Water Authority Fund #10 to the General Fund #1.

WHEREAS, Surplus fund balance and revenues in the Water Authority Fund #10 are available and will be used for this interfund transfer, and;

WHEREAS, The Board of County Commissioners purchased Soehner Water rights on December 30, 2009 in the amount of \$739,469.96.

WHEREAS, The Soehner Water rights were leased to the Republican River Water Conservation District in 2019 producing \$29,412.50 in revenue.

WHEREAS, The Board of County Commissioners are the only entity that held interest in the Soehner Water rights, therefore it is dedeed the lease revenue should be in the Yuma County General Fund.

WHEREAS, this transfer is the amount of revenue received from leasing the Soehner Water rights in 2019,

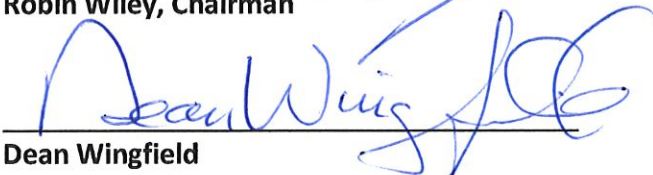
THEREFORE, BE IT RESOLVED, the Commissioners of Yuma County, State of Colorado, approve the transfer of Twenty-Nine Thousand Four Hundred Twelve and Fifty Cents from Fund #10 to the Yuma County General Fund #1.

The above and foregoing Resolution was, on motion duly made and seconded, adopted by unanimous vote of the Yuma County Board of Commissioners on the 16th day of October, 2018.

ADOPTED THIS 31ST DAY OF OCTOBER, 2019.

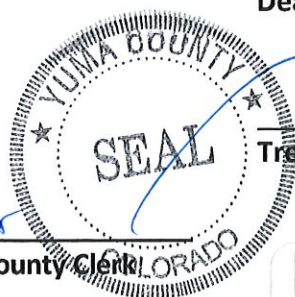
THE BOARD OF COUNTY COMMISSIONERS
OF YUMA COUNTY, STATE OF COLORADO


Robin Wiley, Chairman


Dean Wingfield


Trent Bushner

ATTEST: 
Beverly A. Wenger, County Clerk





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

Resolution # 10-31-2019 C

RE: Transfer \$5000 from the Landfill Fund #11 to the Closure Post Closure Fund #21.

WHEREAS, through a duly made motion on October 16, 2019 by the Yuma County Landfill Board, a recommendation was made to the Yuma County Commissioners to pass a resolution transferring \$5000 from the Landfill Fund #11 to the Closure/Post-Closure Fund.

WHEREAS, surplus revenues in the Landfill Fund #11 are available and will be used for this inter fund transfer, and;

WHEREAS, this transfer will increase the balance in Closure Post Closure Fund for future reclaiming costs associated with operating the Yuma County Landfill, and;

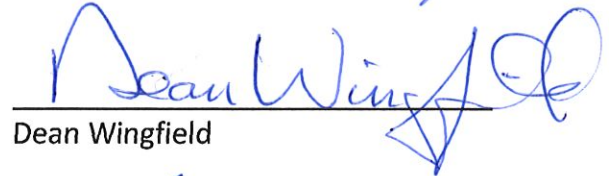
THEREFORE, BE IT RESOLVED, the Commissioners of Yuma County, State of Colorado, approve the transfer of Five Thousand Dollars (\$5,000) from Fund #11 to the Closure/Post-Closure Fund #21.

The above and foregoing Resolution was, on motion duly made and seconded, adopted by unanimous vote of the Yuma County Board of Commissioners on the 31st day of October, 2019.

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

BY

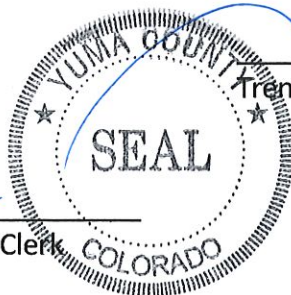

Robin Wiley, Chairman


Dean Wingfield


Trent Bushner

ATTEST


Beverly A Wenger, County Clerk



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

Resolution # 10-31-2019 D

RE: Representative at Wray State Bank

WHEREAS, the County Commissioners of Yuma County, State of Colorado, at a duly and lawfully called regular meeting of said Board of County Commissioners, held on the 31st day of October 2019, and;

WHEREAS, Wray State Bank has been designated as a depository for Yuma County and this resolution shall continue to have effect until express written notice of its rescission or modification has been received and recorded by Wray State Bank, and;

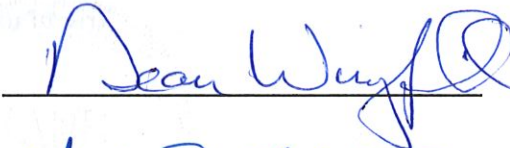


WHEREAS, all transactions, if any, with respect to any deposits, withdrawals, and borrowing by or on our behalf with Wray State Bank prior to the adoption of this resolution are hereby, ratified, approved and confirmed, and;

WHEREAS, any of the persons named below, so long as they act in a representative capacity as agents are authorized to make any and all other contracts, agreements, stipulations and orders which they may deem advisable, from time to time with Wray State Bank, concerning funds deposited in, moneys borrowed from any other business transacted by and between Yuma County and Wray State Bank subject to any restrictions stated below, and;

WHEREAS, any and all resolutions adopted and certified to Wray State Bank as governing the operation of this entity account(s), are in full force and effect, unless supplemented or modified by this authorization, and;

WHEREAS, this entity agrees to the terms and conditions of any account agreement, properly opened by any authorized representative(s) of this entity, and authorize Wray State Bank at any time, to charge this entity for all checks, drafts, or other orders for the payment of money, that are drawn on Wray State Bank, regardless of by whom or by what means the facsimile signature(s) may have been affixed so long as they resemble the facsimile signature listed below and contain the required number of signatures for this purpose, and;

WHEREAS, if checked, any person listed below (subject to any restrictions indicated) is authorized to:

<u>Name</u>	<u>Title</u>	<u>Signature</u>
<u>Dean Wingfield</u>	<u>Commissioner</u>	
<u>Lyndsey Mekelburg</u>	<u>2019 Round Robin Jr. Scholarship Recipient</u>	
<u>Kim Latoski</u>	<u>Fair Board Member</u>	

(1) Deposit any funds and (2) Withdraw funds on deposit in this account with Wray State Bank. The number of authorized signatures required for withdrawal is TWO (2) .

The Yuma County Commissioners are opening and maintaining the following account:

(1)

Account Number

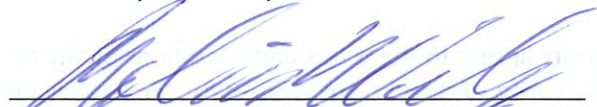
Name of Account

Yuma County Board of Commissioners, dba
Yuma County Fair Jr. Scholarship Round Robin

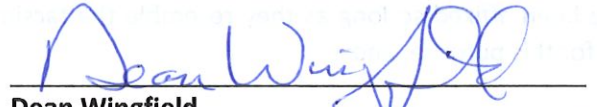
THEREFORE BE IT RESOLVED, that the Board of Yuma County Commissioners of Yuma County, Colorado, has at the time of adoption of this resolution full power and lawful authority to adopt the foregoing.

ADOPTED, this 31st day of October, 2019.

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



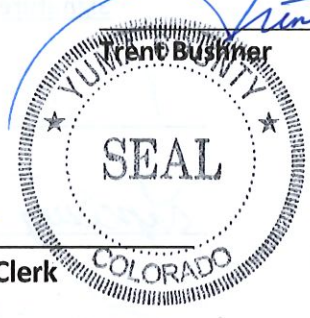
Robin Wiley, Chairman

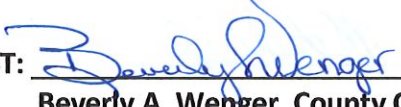


Dean Wingfield



Trent Bushner



ATTEST: 

Beverly A. Wenger, County Clerk