

YUMA COUNTY COMMISSIONERS

March 13, 2020

Minutes¹

On March 13, 2020 at 8:00 a.m., the Yuma County Board of Commissioners met in regular session. Chairman Dean Wingfield, Commissioner Trent Bushner, Commissioner Robin Wiley, 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.

Executive Session

Commissioner Wiley moved to enter into executive session under CRS 24-6-402(4)(f) for Personnel Matters at 8:30 a.m. Commissioner Bushner seconded the motion, which passed unanimously. Present for executive session were Chairman Dean Wingfield, Commissioner Robin Wiley, Commissioner Trent Bushner, Administrator Andrea Calhoon, and Finance Officer in Training Sarah Carwin. Executive session ended at 8:48 a.m.

Following executive session, **Commissioner Wiley moved to approve the salary authorization for Tom Andersen as Road & Bridge Supervisor effective March 31, 2020 and Sean Malay as Assistant Road & Bridge Supervisor effective March 13, 2020. Commissioner Bushner seconded the motion, which passed by unanimous vote.**

Human Services

The Board of County Commissioners convened as the Board of Social Services at 9:00 a.m. Human Services Director Kara Hoover, IV-D Coordinator Joyce Brown, Child Welfare Caseworker Nate Reinick, and Receptionist Robin Newton were present. Detailed minutes of the Board of Social Services are maintained separately by the Department of Human Services.

Commissioner Wiley moved to enter into executive session at 9:40 a.m. under CRS 24-6-402(4)(c) for matters to be kept confidential by law. Commissioner Bushner seconded the motion. It passed unanimously. Present for executive session were Chairman Dean Wingfield, Commissioner Robin Wiley, Commissioner Trent Bushner, Human Services Director Kara Hoover, Child Welfare Lead Worker Brandy Brophy, and Administrator Andrea Calhoon. No action was taken following executive session.

The Board of County Commissioners reconvened at 9:50 a.m.



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Road and Bridge

Road & Bridge Supervisor JR Colden joined the meeting via teleconference at 10:10 a.m. to provide department updates. Also in attendance was Assistant Road & Bridge Supervisor Sean Malay.

- **Pit Updates** – Colden presented updates on reclamation work in the Eckberg pit.
- **Public Correspondence** – Colden presented a letter drafted to Brett Rutledge regarding a reclamation of road damage. **Commissioner Bushner moved to approve the letter to Brett Rutledge as presented. Commissioner Wiley seconded the motion, which passed unanimously.**
- **Tractor Lease** – Colden presented buyout figures following the expiration of a lease on mowing tractors. Malay discussed his perspectives from a fleet maintenance perspective. Some additional information will be gathered before a formal decision is made.
- **Cure Invoice** – Colden presented an invoice from Border Farms/Cures for manure purchase, hauling, and spreading during the reclamation of the Eckberg pit. **Commissioner Wiley moved to approve payment of the invoice to Border Farms for \$4,636.60. Commissioner Bushner seconded the motion, which passed unanimously.**
- **D8 Dozer Repair** – Colden presented a repair estimate for repositioning of pins and sprockets on the D8 Dozer by Wagner Equipment. Malay discussed equipment operation procedures that have been updated

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



in an attempt to mitigate the wearing of pins and tracks on the dozers. **Commissioner Wiley moved to approve the estimate for repair of pins and sprockets on the D8 dozer by Wagner equipment for \$12,405.45. Commissioner Bushner seconded the motion. It passed by unanimous vote.**

- *Abarr House Fence* – Colden presented a bid for materials to install a privacy fence around the Abarr house. The Commissioners requested additional information before considering the request.
- *Department Updates* – Malay provided various department updates and the group discussed various operational topics including equipment and training. The group discussed the summer four ten-hour day schedule and determined that the updated schedule would be implemented effective Monday, March 16.

Public Comment

At 10:50 a.m. public comment was heard from Dave Blach regarding a recent GOCO grant approval for the Ag Innovation group to fund pens, a new scale, fans, and sun screen curtains for the Yuma County fairgrounds beef barn addition. The group discussed the status of the beef barn construction project as well as the planned use of funds for the additional GOCO grant approved. The group reviewed the requirements for competitive bids and bid publicizing.

American Fidelity, Jeff McNeilly

At 11:10 a.m. the Commissioners met with Jeff McNeilly to discuss plan offerings available through American Fidelity. McNeilly presented information on employee benefit options as well as flex spending account plan options.

Land Use

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

- *Pending Land Use Activity* – Yoast reported on expected land use applications to be heard via hearing later this month.
- *Idalia Survey* – Yoast reported on communication with Joni Dutton regarding survey activity in Idalia.
- *Property Access* – Yoast discussed a property access issue brought forward again by property owners

GIS

- *Current Projects* – Yoast reported on various GIS topics and projects including updates to the Boundary Annexation Survey and updates on the master map, the acquisition of COGCC flow line data, precinct map work, and map work for the City of Yuma.

Financial Reports

At 1:40 p.m. the Commissioners met with Finance Officer in Training Sarah Carwin to review financial reports and topics. The group discussed NFR fair fundraiser ticket purchases, updates to payroll processing, and the issuance of fair ticket gift certificates as prom door prizes for Yuma County high schools. **Commissioner Wiley moved to donate fair ticket gift certificates to Yuma County high schools for use as prom prizes. Commissioner Bushner seconded the motion, which passed unanimously.**

Public Comment

At 2:30 p.m. the Commissioners heard public comment from Roberta Ficken and Breck Stratton regarding their proposal to open a retail marijuana dispensary in Kirk. The Commissioners reiterated their previous and recently published opinion that retail marijuana is disallowed in unincorporated Yuma County at this time and no intention is currently held to overturn that decision.



Road & Bridge Staff Meeting

At 3:00 p.m. the Commissioners convened at the Wray Road & Bridge Shop, 1310 Blake Street, to conduct a department staff meeting. The Commissioners announced the hiring of Tom Andersen as the Road & Bridge Supervisor and Sean Malay as the Assistant Road Supervisor. They discussed operational plans and expectations moving forward.

Administrator's Report

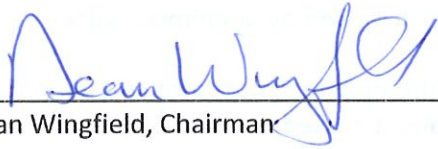
Administrator Andrea Calhoon reviewed calls, correspondence, and presented the following for action:

- **Minutes** – The Commissioners reviewed the minutes from the previous BOCC meetings. **Commissioner Wiley moved to approve the minutes from the February 28, 2020 regular meeting of the Board of County Commissioners. Commissioner Bushner seconded the motion, which passed unanimously.**
- **CAPP Report & Claim Review** – The Commissioners heard information on pending CAPP and workers' compensation claims. **Commissioner Wiley moved to approve the bid from Ben Clausen to remove a row of trees at the Yuma County Fairgrounds for \$900. Commissioner Bushner seconded the motion. It passed by unanimous vote.**
- **Signatures and Ratifications** –
 - Resolutions/Ordinances/Signatures:
 - **Commissioner Bushner moved to approve signature on Resolution 03-13-2020 A closing the County Clerk's Office on April 28, 2020 for Elections Training. Commissioner Wiley seconded the motion, which passed by unanimous vote.**
 - Invoices/Finance Requests:
 - **Commissioner Wiley moved to approve CRA retirement forfeitures for February 2020. Commissioner Bushner seconded the motion and it passed unanimously.**
 - Grant Updates:
 - The Commissioners reviewed information regarding pending and submitted grant applications including various grants for the Ag Innovation Center, the DOLA administrative planning grant for completion of a landfill feasibility study, the approval of CDOT multimodal grant funds, and the energy impact grant application for the Eckley Road paving project due April 1st.
- **Department Reports** – The Commissioners heard various department reports including the February 2020 Treasurer's reports, the February 2020 TV System Maintenance Log, and quarterly monitoring reports for Smithfield/Murphy Brown and Seaboard Farms.
- **Prior Meeting Follow-Up** – Calhoon provided updates on ongoing projects including the implementation of new accounting software, the approval of HB20-1281 updating the categorization of Yuma County at the state level, and updates on the status of two parcels immediately adjacent to the Eckley shop.
- **Correspondence** – Calhoon presented correspondence received since the last meeting including:
 - An update on proposed paid family leave legislation being heard at the State legislative session.
 - An annexation notice from the City of Wray for a property adjacent to the Wray industrial park.
 - Updates from the community meeting for the updated county Hazard Mitigation Plan held March 10, 2020.
 - Information on COVID-19 including employee communications and economic injury funds available through the Small Business Association.
 - Updates on 2020 County Fair marketing materials.
 - The announcement of open registration for the CCI Summer Conference in Keystone.
- **CDL Testing Unit** – **Commissioner Wiley moved to approve the independent contractor agreement template for CDL examiners hired by the Yuma County CDL Testing Unit.**

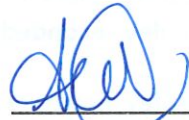


- *Oil & Gas Updates* – Calhoon reported on oil and gas updates since the last meeting including updates on the regional coalition working on Senate Bill 19-181 related to oil and gas drilling permits and litigation to which Yuma County is party regarding rulemaking by the Air Quality Control Commission.
- *IT Updates* – Calhoon presented updates on various IT topics including a planning meeting held with County IT contractors and the planned implementation of a ticketing system.
- *Maintenance Updates* – Calhoon reported on various facilities maintenance topics including issues with the jail kitchen floor, the purchase of HVAC valve controllers, the cleaning of the range hood at the concessions building kitchen, pets reported at the fairgrounds RV parking, and research on a maintenance ticketing system.
- *HR Updates* – Calhoon reported updates on county Human Resource topics including policy updates and county vacancies. **Commissioner Wiley moved to approve the salary authorization for Russ Stich as part-time maintenance worker effective March 16, 2020. Commissioner Bushner seconded the motion. It passed by unanimous vote.**

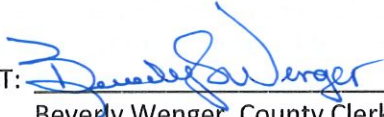
There being no further business, the meeting adjourned at 5:00 p.m. The next regular meetings of the Board of County Commissioners will be on March 31, 2020 and April 16, 2020.



Dean Wingfield, Chairman



Andrea Calhoon, Administrator

ATTEST: 

Beverly Wenger, County Clerk

