

YUMA COUNTY COMMISSIONERS

March 31, 2023

Minutes¹

On March 31, 2023 at 8:00 a.m., the Yuma County Board of Commissioners met in regular session. Chairman Scott Weaver, Commissioner Mike Leerar, Commissioner Adam Gates, and Administrators Andrea Calhoon and Brandi Ritchey were present throughout the day.

The Commissioners initiated the meeting with the pledge of allegiance, reviewed and signed accounts payable, and discussed various meetings attended throughout the prior month.

Road and Bridge

Road & Bridge Supervisor Tom Andersen and Blade Foreman Justin Lorimer joined the meeting at 8:30 a.m. to provide department updates.

- *Ardvark/Fleet Intelligence Update* – Andersen presented an update with the Fleet Intelligence regarding reports that are being built that will help supervisors utilize the Fleet Intelligence App and addressing connectivity issues to have towers talk to all of the units providing more accurate data.
- *Delivery of Blades* – Andersen reported that two John Deere blades purchased in 2022 will be delivered mid-April and the Cat Blade that was purchased has an estimated time of arrival in July.
- *Permits* – Andersen presented for approval the following road access permits:
Own Resources to bore along County Road AA North of County Road 28 to install a 2" poly pipe. **Commissioner Leerar moved to approve the Underground and Utility permit for Own Resources as submitted. Commissioner Gates seconded the motion. It passed by unanimous vote.**
- Own Resources to bore along County Road 24, 250' West of County Road HH for the purpose of installing a poly line. **Commissioner Leerar moved to approve the Underground and Utility permit for Own Resources as submitted. Commissioner Gates seconded the motion. It passed by unanimous vote.**
- *Fuel Contract* – Andersen reported that fuel is contracted for the rest of 2023 for 3.02/ gallon with a cap of 64,800 gallons. Anderson also discussed creating a fuel route to streamline the filling of tanks throughout the county.
- *Interoffice Memorandum* – The group discussed the process of internal promotions and creating a 6 month action plan for training, responsibility and the growth plan for interim employees.
- *Road Report* – Lorimer provided a road report including heavy focus on repairing low spots on roads retaining water due to the excessive saturation we have received. The group also discussed and audit of County Roads to update our HUTF report in the future.

Human Services

The Board of County Commissioners convened as the Board of Social Services at 9:30 a.m. Bookkeeper Melanie Fisher, Child Welfare & Adult Protection Supervisor Hollie Hillman, Human Services Director Kara Hoover and Attorney Ray Ann Brammer 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 10:30 a.m.

¹ Minutes prepared by County staff are a summary of discussions, not a verbatim account.

CDL Testing Unit

CDL Testing Unit Manager, Thomas Morgan was heard at 11:30 a.m. to give various departmental updates about State Rule changing for the Vehicle Modernization Test and the updates that will have to take place at the Yuma County Testing Site to become compliant with the new testing rules. Thomas reported that the Testing Unit passed the yearly audit.

Land Use

County Land Use Administrators Andrea Calhoun and Brandi Ritchey were heard at 1:00 p.m. to review Land Use and GIS business and conduct Land Use Hearings.

- *Land Use Hearings* – Land use hearings opened at 1:05 p.m. Ritchey presented the following applications for signature.
 - **EFS 0323-01 for Ronald Ridnour** looking to divide a 1-acre parcel from a 7.09-acre parcel located in Section 3, Township 1 North, Range 44 West for purpose of resale.
 - **EFS 0323-02 for Robert Harding** looking to divide a 6.01-acre parcel, 7.83-acre parcel and 301.16-acre parcel from a 315-acre parcel located in Section 13, Township 2 North, Range 48 West.
 - **EFS 0223-02 for Micah and Jackie Seyler** looking to divide a 1.03-acre parcel from a 318.79-acre parcel located in Section 4, Township 5 South, Range 46 West for purpose of resale.
 - **ADM 0323-01** for Janet L. Ekberg Smith Trust, and Kent E. and Kristi L. Minor to approve the Administrative Land Use Permit containing 3.93 acres, more or less, in Section 35, T4S, R43W, as shown on the accompanying surveyed by FORTY NORTH SURVEYING LLC, dated 2/25/2023.

No members of the public were present for the hearings.

Land Use Hearings closed at 1:32 p.m.

Commissioner Gates moved to approve signature on Resolution 3-31-2023 A approving Exemption from Subdivision Application EFS 0323-01 for Ronald Ridnour looking to divide a 1-acre parcel from a 7.09-acre parcel located in Section 3, Township 1 North, Range 44 West. Commissioner Leerar seconded the motion, which passed by unanimous vote.

Commissioner Gates moved to approve signature on Resolution 3-31-2023 B approving Exemption from Subdivision Application EFS 0323-02 for Robert Harding looking to divide a 6.01-acre parcel, 7.83-acre parcel and 301.16-acre parcel from a 315-acre parcel located in Section 13, Township 2 North, Range 48 West. Commissioner Leerar seconded the motion, which passed by unanimous vote.

Commissioner Gates moved to approve signature on Resolution 3-31-2023 C approving Exemption from Subdivision Application EFS 0223-02 Micah and Jackie Seyler looking to divide a 1.03-acre parcel from a 318.79-acre parcel located in Section 4, Township 5 South, Range 46 West for purpose of resale. Commissioner Leerar seconded the motion, which passed by unanimous vote.

Commissioner Gates moved to approve signature on Resolution 03-31-2023 D approving the lot line adjustment Janet L. Ekberg Smith Trust, and Kent E. and Kristi L. Minor located in Section 35, Township 4 South, Range 43 West. Commissioner Leerar seconded the motion. It passed by unanimous vote.



Executive Session

At 2:00 p.m. **Commissioner Gates moved to enter into executive session under CRS 24-6-402(4)(b) for legal advice on specific legal matters. Commissioner Leerar seconded the motion, which passed unanimously.** Present for executive session were Chairman Weaver, Commissioner Leerar, Commissioner Gates, Administrators Andrea Calhoon, and Brandi Ritchey. Executive session ended at 2:30p.m. No action was taken following executive session.

Yuma County Sheriffs

Undersheriff, Larry Gilliland was heard at 2:30 p.m. to give various departmental updates for the Sheriff's Office. Gilliland provided a bid for a 2024 Tahoe to be reviewed for purchase in 2024, the board acknowledged the bid and requested bids from local dealerships. The group also discussed current wages and recruiting issues for the Patrol Staff.

CSU Extension,

CSU Extension, Travis Taylor, Joy Akey, JoLynn Midcap, Carmen Murray and Trent Hollister joined the Commissioners at 3:40 to discuss the duties Extension Manager, Carmen Murray is taking over. The group also discussed salary schedules for a potential new hire and re-organizing office structure to accommodate staffing needs.

Yuma County Fair Queens,

Yuma County Fair Queen Coordinators Michelle Smith and Kaci Porter, Fair Queen Shyla Hatch and Lady in Waiting Jordlynn Wiltfang joined the Commissioners to discuss upcoming events for Spring and Summer and present a sponsorship request for the year. **Commissioner Gates moved to approve the Yuma County Fair Queen's \$1,000 sponsorship. Commissioner Leerar seconded the motion, which passed unanimously.**

Commissioner Leerar moved to approve the Yuma County Fair Queen's \$300 sponsorship for Patches for Horse Blankets, Commissioner Gates seconded the motion, which passed unanimously.

Administrator's Report

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

- *Minutes* – The Commissioners reviewed the minutes from the previous BOCC meetings. **Commissioner Leerar moved to approve the minutes from the March 14, 2023 regular meeting of the Board of County Commissioners. Commissioner Gates seconded the motion, which passed unanimously.**
- **Commissioner Leerar moved to approve the Special Meeting minutes from the March 23, 2023 special meeting of the Board of County Commissioners. Commissioner Gates 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 Leerar moved to approve signature on the Omni Council Administration Contract, Yuma County acting as a Fiscal Agent for the Region 4 Opioid Council. Commissioner Gates seconded the motion. It passed by unanimous vote.**

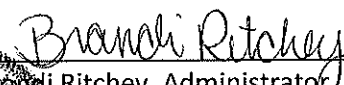


- **Commissioner Gates moved to approve the Parts Clerk Consulting Agreement between Steven Nichley and Yuma County as presented. Commissioner Leerar seconded the motion. It passed by unanimous vote.**
- **Commissioner Gates moved to approve Administrator Consulting Agreement between Andrea Calhoon and Yuma County as presented. Commissioner Leerar seconded the motion. It passed by unanimous vote.**
- **Commissioner Gates moved to adopt the Title VI Policy and Plan as presented. Commissioner Leerar seconded the motion. It passed by unanimous vote.**
- **Commissioner Gates moved to approve signature on Veterans Officer, Ron Brown's, Monthly DMVA report, Commissioner Leerar seconded the motion, which passed unanimously.**
- Grant Updates:
 - The Commissioners discussed and reviewed the 2023-2024 Court Security Grant and the new processes for submittal.
- **Department Reports** – The Commissioners received various department reports including an update on the administration of the Eastern Transportation Planning Region, discussion of business undertaken by the 911 Authority Board, and updates on the CDL testing unit. Calhoon provided an update on the 2022 Cost Allocation Report. The group discussed the Redistricting Timeline. The bills for Lexipol, and First Choice Repair were approved for the Sheriff's Office. **Commissioner Gates moved to adopt the Commissioner Redistricting Timeline, Commissioner Leerar seconded the motion, which passed unanimously. Commissioner Gates moved to adopt the amended Commissioner Redistricting plan, Commissioner Leerar seconded the motion. It passed by unanimous vote.**
- **Prior Meeting Follow-Up** – The group discussed project updates on the status of properties in Eckley and the discussion of sale of county-owned properties.
- **Correspondence** – The Commissioners reviewed various correspondence received since the last meeting.
- **IT Updates** – Ritchey presented updates on various IT-related topics including the status of the VOIP phone transition and electronics recycling options.
- **HR Updates** – Ritchey reported updates on county Human Resource topics including Yuma County Ag Appreciation Week, policy review work, a location/timing change for future Board of Social Services meetings and updates on job descriptions. **Commissioner Gates moved to approve the Salary Authorization for County Administrator, Brandi Ritchey. Commissioner Leerar seconded the motion, which passed unanimously. Commissioner Leerar moved to approve signature on the County Administrator's Job Description, Commissioner gates seconded the motion. It passed by unanimous vote.**

There being no further business, the meeting adjourned at 8:00 p.m. The next regular meetings of the Board of County Commissioners will be on April 17, 2023 and April 27th, 2023.



Scott Weaver, Chairman



Brandi Ritchey, Administrator

ATTEST: 

Beverly Wenger, County Clerk

