

**YUMA COUNTY COMMISSIONERS**  
**June 30, 2023**  
**Minutes<sup>1</sup>**

On June 30, 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 Administrator Brandi Ritchey were present throughout the day.

The Commissioners reviewed and signed accounts payable and discussed various meetings attended throughout the prior month.

Liquor License

Deputy County Clerks Nancy Wright and Pam Zuege joined the Commissioners at 8:15 a.m. to present for signature the Renewals of County Liquor License for Casa Tres Amigos dba El Vaquero and Papa's Bait Shop. Wright also presented for signature a Manager Change for Ballyneal and a Liquor License Renewal. Zuege presented for signature for a previously approved Voting System and Managed Services Agreement with Dominion Voting Systems, Inc.

**Commissioner Leerar moved to approve the application for Ballyneal with a change in management. Commissioner Gates seconded the motion, which passed by unanimous vote.**

**Commissioner Leerar moved to approve the retail liquor license renewal for Ballyneal with a change in management. Commissioner Gates seconded the motion, which passed by unanimous vote.**

Road and Bridge

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

- *Chip Seal* – The Road and Bridge crew plans to start a chip and seal project starting the week of August 14<sup>th</sup>. Roads that will be part of this project are County Road 51 and 54 off of Highway 385 and Highway 385 North of the Railroad Tracks.
- *Permits* – Andersen presented for approval the following road access permits:  
PC Telcom to trench along and bore under 29 County Roads to install fiber. **Commissioner Leerar moved to approve the Underground and Utility permit for PC Telcom as submitted, contingent upon receiving payment. Commissioner Gates seconded the motion. It passed by unanimous vote.**
- *Contracted Drivers* – Road and Bridge will be contracting drivers to help haul material to help alleviate road projects around the county. **Commissioner Leerar made a motion to pay Contracted Drivers out of fund 09-445-6625 with a maximum amount spent of \$250,000.00. Commissioner Gates seconded the motion. It passed by unanimous vote.**
- *Trip Report*- The Commissioners reviewed a detailed asset report for a blade working South of Yuma.
- *Road Report* – The Commissioners discussed a Road Complaint on County Road KK and the process that can be taken to get the road repaired.

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<sup>1</sup> Minutes prepared by Brandi Ritchey are a summary of discussions, not a verbatim account.



### Human Services

The Board of County Commissioners convened as the Board of Social Services at 9:30 a.m. Human Services Director Kara Hoover, Bookkeeper Melanie Fisher, Administrative Assistant Lori Summers and Income Legal Tech Ana Moran 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.

### Yuma County Sheriff

At 10:30 a.m., Yuma County Sheriff, Todd Combs presented various requests and an update for the Yuma County Jail. Jail Deputy, Witte put in a request for a new Finger Print Machine. **Commissioner Gates moved to approve the purchase of a new Fingerprint Machine for the amount of \$22,206.00 Commissioner Leerar seconded the motion. It passed by a unanimous vote.** Discussion took place over the DRMO program and staffing that is required to utilize the program. The Commissioners will discuss the wage distribution and make a decision. Deputy Jail Sergeant Joe Wells discussed his plan for recruiting employees. Sheriff Combs discussed the hours of transports with the lack of Jail Staff. Sheriff Combs is requesting \$24 per hour for an untrained, qualified new hire and existing employees to receive an increase in pay that reflects the starting wage. Combs also requested that the Court Security Grant be split between two full time employees. Discussion took place over the new statue requiring jails to have nurses available all of the time. Sergeant Wells is going to gather a proposal with his plan for re-opening the jail with hard numbers for the Commissioners to review.

### Yuma County Assessor

At 11:30 a.m., the Commissioners heard from Yuma County Assessor, Cindy Taylor. Taylor presented a proposal and Contract for the GIS Contract. Using Sidwell for GIS contracting will alleviate a fulltime position and Yuma County will have access to map maintenance that is more readily available. The Commissioners will take Taylors request in to consideration after some more questions are answered and a review of the final contract. **Commissioner Leerar moved to approve the Salary Authorization for the O&G Clerk and Data Collector. Commissioner Gates seconded the motion which passed unanimously.**

**Commissioner Leerar moved to sign a 1-year contract with Sidwell for GIS/mapping purposes for the amount of \$24,470. Commissioner Gates seconded the motion. It passed by a unanimous vote.**

### Land Use

County Land Use Administrator, Niki Alexander was 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 1:00 p.m. Alexander presented the following applications for signature.
  - **EFS 0623-01 for Guy Justin Peterson**, looking to divide a 7.27-acre parcel from an 18-acre (+/-) parcel located in Section 17, Township 4 North, Range 44 West, North of County Road 51.
  - **EFS 0623-02 for Russell and Ronetta McCall**, looking to divide a 13-acre (+/-) parcel from a 40-acre (+/-) parcel located in Section 33, Township 1 North, Range 48 West.
  - **EFS 0623-03 for Lenz Farms**, looking to divide a 6.58-acre parcel from a 153.7-acre (+/-) parcel located in Section 26, Township 4 North, Range 44 West.

Land Use Hearings closed at 1:15 p.m.



Commissioner Gates moved to approve signature on Resolution 06-30-2023 B approving Exemption from Subdivision Application EFS 0623-01 for Guy Justin Peterson to subdivide a 7.27-acre parcel from an 18-acre (+/-) parcel located in Section 17, Township 4 North, Range 44 West, North of County Road 51. Commissioner Leerar seconded the motion, which passed by unanimous vote.

Commissioner Gates moved to approve signature on Resolution 06-30-2023 C approving Exemption from Subdivision Application EFS 0623-02 for Russell and Ronetta McCall to subdivide a 13-acre (+/-) parcel from a 40-acre (+/-) parcel located in Section 33, Township 1 North, Range 48 West. Commissioner Leerar seconded the motion, which passed by unanimous vote.

Commissioner Gates moved to approve signature on Resolution 06-30-2023 D approving Exemption from Subdivision Application EFS 0623-03 for Lenz Farms to subdivide a 6.58-acre parcel from a 153.7-acre (+/-) parcel located in Section 26, Township 4 North, Range 44 West. Commissioner Leerar seconded the motion, which passed by unanimous vote.

- Other Business – The group also discussed Road Impact Fees and the processes between Administrative and Major Land Use applications for MET Towers.

#### CTSI

At 2:00, Senior Loss Control Specialist, Dana Foley joined the Commissioners to give the board a 5-year Loss Analysis Report. Foley gave the Commissioners a report on the claims made within the CWCP and CAPP policies that were made over the last five years. Foley also offered a Defensive Driving Class for county employees.

#### Yuma County Fair Board

At 3:00, Dave Blach and Baylor Buck joined the Commissioners to request approval for the August, 2023 Knights of Columbus Beer Garden. The group discussed the different proposals that were presented **Commissioner Gates moved to approve Proposal 2 for the August, 2023 Knights of Columbus Beer Garden at the Yuma County Fairgrounds. Commissioner Leerar seconded the motion, it passed by unanimous vote.**

#### Administrator's Report

Administrator 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 June 14, 2023 regular 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. The group discussed an ongoing Workers Compensation Claim and hail damage from the recent storms.



- *Signatures and Ratifications –*

Commissioner Leerar moved to approve the signature on four vehicle permits for Centennial Mental Health, Inc's Secure Vehicle Licensure. Commissioner Gates seconded the motion, which passed unanimously.

Commissioner Gates moved to approve the signature on Empower Retirement Service Plan Authorization. Commissioner Leerar seconded the motion, which passed unanimously.

Commissioner Leerar moved to sign the Salary Authorization for Steven Deland, Landfill Operator. Commissioner Gates seconded the motion, which passed unanimously.

Commissioner Gates moved to approve signature on Veterans Officer, Ron Brown's, Monthly DMVA report, Commissioner Leerar seconded the motion, which passed unanimously.

Commissioner Leerar moved to sign the Job Description for Land Use Administrator, Niki Alexander. Commissioner Gates seconded the motion, which passed unanimously.

Commissioner Gates moved to approve the signature on the updated Rental Lease for the Kirk House. Commissioner Leerar seconded the motion, which passed unanimously.

Commissioner Leerar moved to approve the signature on the updated Rental Lease for the Idalia House. Commissioner Gates seconded the motion, which passed unanimously.

Commissioner Leerar moved to adopt the Amended Title VI Policy and Plan as presented. Commissioner Gates seconded the motion. It passed by unanimous vote.

Commissioner Gates moved to approve the Salary Authorization for Deputy Masters. Commissioner Leerar seconded the motion, which passed unanimously.

Commissioner Gates moved to approve the Salary Authorization for Deputy Smith. Commissioner Leerar seconded the motion, which passed unanimously.

Commissioner Leerar moved to approve Resolution 06-30-2023 A, changing authorized signers on the First Pioneer Nation Bank, Yuma County, YUMEX Account. Commissioner Gates seconded the motion. It passed by unanimous vote.

Commissioner Gates moved to split the Maintenance Sergeant wages to 10% from Department 301 and 90% from 109. Commissioner Leerar seconded the motion. It passed unanimously.

Commissioner Gates moved to approve the CDL Land Use Renewal between Yuma County CDL Testing Unit and Yuma County Board of County Commissioners. Commissioner Leerar seconded the motion, which passed unanimously.

Commissioner Gates moved to approve SoCO Lines for painting the testing unit pad for re-certification. Commissioner Leerar seconded the motion, which passed unanimously.



- *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, CDL Testing Unit Updates, County Rental Lease Agreements and revenue received from Yuma County's partnership with NJC for ELDT Testing.
- *Prior Meeting Follow-Up* – Finance and Compliance Clerk Brandi Ritchey provided project updates on the appraisal of a county owned property in Wauneta and the group discussed a pending Work Comp Claim.
- *Correspondence* – Ritchey presented correspondence received since the last meeting. Among discussion was the sale of fireworks within the county and discussion of hail damage to a county vehicle.
- *IT Updates* – Ritchey presented updates on various IT-related topics including updates on the transition to VOIP phones for County operations and the schedule for implementation starting the first week in August
- *Facilities Updates* – Ritchey reported on various facilities maintenance topics including the upcoming Budget preparation, and numerous updates from CTSI including county procedures

There being no further business, the meeting adjourned at 5:45 p.m. The next regular meetings of the Board of County Commissioners will be on July 17, 2023.

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Scott Weaver, Chairman

*Brandi Ritchey*  
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Brandi Ritchey, Administrator

ATTEST: *Beverly Wenger*  
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Beverly Wenger, County Clerk

