



YUMA COUNTY COMMISSIONERS

October 14, 2015

Minutes¹

On October 14, 2015 at 8:00 a.m., the Yuma County Board of Commissioners met in regular session. Chairman Trent Bushner, Commissioner Robin Wiley, Commissioner Dean Wingfield, and Administrator Kara Hoover were present throughout the day.

The Commissioners reviewed and signed accounts payable, and discussed various meetings attended throughout the first-half of the month.

Department of Human Services

The Board of County Commissioners convened as the Board of Social Services at 8:30 a.m. Human Services Interim Director Phyllis Williams and Receptionist Robin Barnhart were present. Minutes from this meeting are maintained by the Department of Human Services.

- *IMT Overtime* – Williams reviewed the overtime agreement for IMT staff for the month of September. She relayed that \$741.25 was expended for the first three weeks in September. On average, this added 8-10 hours per week for the team. Williams is requesting an additional month of overtime pay to allow the team to catch-up, since they have been short-staffed. **Commissioner Wiley moved to extend the overtime pay for the month of October for the IMT Staff. Commissioner Wingfield seconded. The motion passed unanimously.**

- Executive Session

At 8:57 a.m., Commissioner Wingfield moved to enter into Executive Session for discussion of a personnel matter under C.R.S. Section 24-6-402(4)(f)(I)&(II). The motion was seconded by Commissioner Wiley; which passed unanimously. Chairman Trent Bushner, Commissioner Robin Wiley, Commissioner Dean Wingfield, Interim Director Phyllis Williams, and Administrator Kara Hoover were present. By a duly noted motion, Executive Session ended at 9:17 a.m. and the Board of County Commissioners reconvened.

Road and Bridge

Supervisor J.R. Colden was in attendance to give Road and Bridge department updates. Also present were: Rick May with Wagner Equipment and Steve Gilliland with 4 Rivers Equipment, LLC.

- *Grader Bid Presentation* – Rick May, of Wagner Equipment, and Steve Gilliland, of 4Rivers Equipment, LLC, presented bids for road graders to be purchased with trades in 2016. Bids from both companies include trading three 2011 John Deere Motor Graders, Unit Numbers 53, 64, and 91.

4 Rivers Equipment Bid – The Commissioners reviewed the bid from 4 Rivers Equipment, LLC, Frederick, CO, for three 2016 John Deere 772G, 6-wheel drive road graders, with three trades, net bid of \$268,725 and for three 2016 770G, 4-wheel drive road graders, with three trades, net bid of \$261,000. The bids include a guarantee and buyback of the machines of \$152,000 for the 772G, and \$145,000 for the 770G. Delivery would be approximately 90 days from order date.

Wagner Equipment Bid – The Commissioners then opened the bid from Wagner Equipment, Windsor, CO, for three 2016 CAT 140M3, 4-wheel drive road graders, with trades, net bid of \$346,294. The bids include a guaranteed 5-year, 7500 hour buy-back of \$195,000 on each machine. May mentioned that Caterpillar has a guarantee that no more than 4.0 gallons of fuel per hour will burn, for the first three years or 5,000 hours. If

¹ Minutes prepared by Kara Hoover are a summary of discussions, not a verbatim account.





the machine records reveal greater usage, Caterpillar will reimburse the County the difference. May relayed that the 4-wheel drive machines quoted have a January delivery date. He mentioned that the 6-wheel drive was not bid, but would have a price increase of approximately 2%.

Commissioners and Road and Bridge Personnel will study the bids comparing like equipment and revisit the idea at the next BOCC meeting.

- *County Road KK* - Colden relayed that the culvert work on County Road KK is now complete.
- *County Road 7* - Colden reported that the widening efforts on County Road 7, from County Road MM west are underway.
- *Graveling Area* – Colden shared that Area 3, near Idalia, currently is being graveled. Trucks have been very busy. Colden reported that they have been hauling a lot of water to repair the holes and incorporating a lot of product back into the damaged areas.
- *Crack Seal Kettle*– Colden informed the Commissioners that he is researching the use of a crack-seal kettle for repairs to the oil roads. Colden located a used Bearcat BK250D Crack-Seal Kettle for \$14,000, including freight; he found new machines for \$39,000 to \$44,000. He will continue to research and provide additional information at a later time.
- *Bomag-Roto Mill* – Colden reported that the Bomag demonstration may be next week. He will let the Commissioners know the exact date for the demonstration.
- *Staffing* - Colden reported that he is frustrated about the job performance of a few employees. He told the Commissioners that there are job duties that are not being completed. He plans to reassign, or realign, job duties for several employees, so that optimal work can be completed within the department.
- *CR H* – Commissioner Bushner mentioned the pot holes on County Road H. Colden reported that he is aware of the road damage and will be working on the road. He is also obtaining traffic counts on this road, so that a grant proposal can be submitted with the intention of completing major repairs to the road in 2017.
- *Striping* – Commissioner Bushner alerted Colden that the Lone Star Highway was supposed to be striped. He would like Colden to research getting this completed. Bushner also mentioned that Highway 39 will need to be re-striped after the repairs are completed. Commissioner Wiley mentioned that Kit Carson County may also be interested in striping the Kirk Road. Colden said he would include these projects in next spring's planning.
- *Transport Permit* - Colden presented a Transport Permit for Wardcraft Homes, Inc. to move a 30' by 78' by 18'6" building from Minden, NE to 32678 Highway 34, Wray, CO, on October 26, 2015.

Sheriff's Office

Salaries - Sheriff Chad Day was present to discuss the Sheriff's Office 2016 budget proposal. Salaries were discussed. Throughout the discussion, it was noted that several employees had increased job duties over the last year. The Commissioners discussed increasing wages for the Undersheriff, a Patrol Deputy, Office Manager, and a Detention Deputy, effective 10-1-2015. Sheriff Day relayed that he still feels as if the Sheriff employees overall are undercompensated, and he believes that they all need to be paid a higher wage. Commissioner Wingfield moved to change Undersheriff Adam Wills to a G5/S7, move Deputy James Thomson to a G2/S5, Office

Manager Shannon Mooney to G3/S2, and Detention Deputy Paul McDaniel to G1/S2, effective 10-1-2015. Commissioner Wiley seconded the motion; which passed unanimously.

Vehicle – Sheriff Day asked for clarification on purchasing a vehicle from the Kansas State Patrol. The Commissioners were in consensus that he would be allowed to purchase a vehicle from the Kansas State Patrol in the amount of \$19,800 with additional add on's of approximately \$6,000.

Clerk's Office

Yuma County Clerk Bev Wenger reported that the Branch Office in Yuma is experiencing difficulty making change because of the increased number of cash sales. Currently the office has cash in the amount of \$150 and she would like to increase to \$350 so that she can better conduct business. She reported that daily cash reconciliations will be completed when using that office.

Commissioner Wiley moved to accept Resolution 10-14-15 A, increasing the Yuma branch cash fund to \$350 and reducing the main office cash fund to \$2,300. Commissioner Wingfield seconded the motion; which passed unanimously.

Land Use

Rich Birnie, Land Use/GIS Coordinator, was present for Department updates.

Permit Applications

- *Heritage Dairy, LLC* – Birnie shared that Heritage Dairy has submitted an Administrative Land Use Permit, #1015-16, to install three wind turbines, 160' system height, on 160 acres adjacent to State Highway 59 and County Road 32 in the SW ¼ of Section 23, T1N R48W, for the purpose of generating energy to run the dairy.
- *Y-W Electric Association Inc.* – Birnie reported that Y-W Electric has submitted an Administrative Land Use Permit to replace an existing tower with a 180' self-supporting telecommunication tower, on one acre purchased from Wilson & Brophy on US Highway 385, south of Wray.

These applications will be heard by the Planning Commission in mid-October and then at the Land Use Hearing on October 30, 2015.

Pending

Land Use Parcel Interpretation – Assessor Taylor joined the meeting to discuss the parcel interpretation. Birnie relayed that he has had two conversations with Attorney Margaret Fix-Seboldt about the interpretation of a parcel as it relates to parcels of less than 35 acres. He imparted that the current interpretation excludes parcels that go across section lines. He would like the language to read "as written in the legal description regardless of section lines."

Commissioner Wiley moved to interpret a parcel, as a distinct continuous portion or tract of ground with a legal description, even if it crosses section lines. Commissioner Wingfield seconded. The motion passed unanimously.

Knox – Alvin Knox will be applying for an exemption from subdivision permit to give a two-acre parcel to the Buffalograss Church in Clarkville. Birnie requested that the legal description, as included in the 99-year lease, take place of a survey for the exemption process. The Commissioners agreed that if there is a legal description on the deed, it should suffice for this instance.



GIS

- *Cadastral Lines, Mapping* - Birnie shared that he continues to work on justifying the roads to aerial photography.
- *Department Requests* - Rich conveyed that he is close to completing the individual townships on 8.5 X 11 sheets for the Sheriff's Office.
- *Red Book* – Rich explained that he is working with Sidwell to complete an in-house "Red Book" for distribution. This mapping book would allow us to produce just a few at a time and provide better, more up-to-date copies to sell in the Assessor's Office.

2016 Preliminary Budget Review

The 2016 Preliminary Budget was presented for review with the Commissioners.

2014 Audit Review

Paul Backes and Billi Lewis, with McMahan & Associates, LLC presented, by way of a teleconference, the completed 2014 Yuma County Audit Report.

Administrator's Report

Administrator Kara Hoover reviewed calls, correspondence, and presented the following for action:

- *Minutes* – Commissioner Wiley moved to approve the September 30, 2015 Board of County Commissioners minutes. Commissioner Wingfield seconded the motion; which passed.
- Certification of Accounts Payable for October 14, 2015 drawn on Yuma County Funds, with check #60802 through #60918 for \$332,138.96 and Fund 16 W-Y Combined Communication accounts payable, with check #7397 through #7410 totaling the sum of \$4,777.62 were signed by Chairman Trent Bushner.
- *VALE Grant Application* – The Commissioners reviewed the 2016 Victim Assistance & Law Enforcement, VALE Grant Application in the amount of \$21,043 that was submitted on October 6, 2015. Commissioner Wiley moved to approve the 2016 VALE Grant Application for \$21,043 that was signed by Commissioner Wingfield and submitted on October 6, 2015. Commissioner Wingfield seconded. Commissioner Bushner abstained, because he sits on the VALE Board. The motion passed unanimously.
- *South YW Ambulance License* – Bruce Mann, South Y-W Ambulance Director, submitted an amended 2015 Ambulance License, updating the current drivers listed for the service. Commissioner Wingfield moved to approve the amended license for South Y-W Ambulance Service. Commissioner Wiley seconded the motion; which passed unanimously.
- *FSA Report of Commodities Farm Summary*– The Commissioners reviewed the Report of Commodities Farm Summary for program year 2016, showing 130.99 acres of grassland. The report includes grassland as follows: 7.64 acres in the N2NE4 Section 20 T5-N-R47 (Clarksville Scale House); 33 acres in N2NE4 Section 16 T1-N-R46 (Landfill); and 90.35 acres in Section 7; N2NE4, Section 18 T1-N-R43 (Road & Bridge Department). Commissioner Wiley moved to approve and sign the Report of Commodities Farm Summary Report, Farm #7532, reporting 130.99 acres of grassland for program year 2016. Commissioner Wingfield seconded. The motion passed unanimously.


- *Custodial, Administrative Salary Authorizations*– The Commissioners discussed the job performance of the custodial and administrative staff. The Courthouse, Department of Human Services, and the Elections Center have had a face lift over the last few months because of their hard work. Salary authorizations were presented for the six-month review, to increase full-time custodian Lester Hasty to a G7/S11 and part-time custodian Robin Stich Newton to a G1/S9, effective 11-1-15.

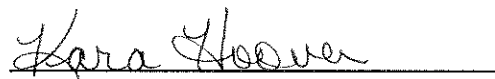
The Commissioners also reviewed the increase in duties for Administrative Clerk Kay Prentice. Her duties have changed because another administrative employee's time has been diverted to the Sheriff's Office for the Alternative Sentencing Program. An increase to a G7/S12 was requested.

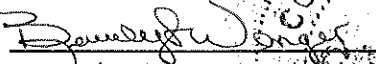
Commissioner Wiley moved to approve six-month increases for Custodial staff Lester Hasty to G7/S11, and Robin Stich Newton to G1/S9, effective 11-1-15; and to approve an increase for Administrative Clerk, Kay Prentice to G7/S12, effective 9-1-15. Commissioner Wingfield seconded the motion; which passed unanimously.

- *PUC Applications* – Hoover presented the PUC applications that accompany the CDOT, BNSF Railway crossings for County Roads H, L, and PP. Commissioner Wiley moved to approve and sign the PUC applications for CDOT, BNSF Railway crossings on County Roads H, L and PP. Commissioner Wingfield seconded the motion; which passed unanimously.
- *Treasurers Report* - The Treasurer's report for September 2015 was reviewed. There were \$122,969.53 in taxes collected; \$153,260.80 in Specific Ownership taxes collected, and \$8,255.33 in fees collected for the month.
- *Board Appointments* – Hoover reported that there are two cemetery board appointments, one for the Eckley Cemetery and the other for the Kirk Cemetery; which will be expiring on November 1, 2015.
- *Probation/Court House Wiring* – Hoover relayed that Bryan Smith, State Judicial IT Specialist, reported that the funding to update the wiring in the Courts and Probation at the Court House has been approved. He is waiting for bids from various companies before proceeding with the cabling project. He is still researching the costs for a fiber line to the proposed Probation site at the Department of Human Service building.
- *El Pomar Grant* – Hoover read an email from Nathan Mackenzie, Program Associate for El Pomar Foundation. Mackenzie relayed that the grant application made in conjunction with Yuma County Economic Development for a CDL training site at the Yuma County Fairgrounds was not funded. Hoover will forward the email to Economic Development Director Darlene Carpio. Continued research for funding of this project will be required.

There being no further business; the meeting was adjourned at 5:07 p.m. The next regular meetings of the Board of County Commissioners will be October 30, 2015 and November 13, 2015.


Trent Bushner, Chairman


Kara Hoover, Administrator

ATTEST: 
Beverly Wenger, County Clerk

