

**YUMA COUNTY COMMISSIONERS**  
**December 31, 2015**  
**Minutes<sup>1</sup>**

On December 31, 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.

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

Department of Human Services

The Board of County Commissioners convened as the Board of Social Services at 8:22 a.m. Human Services Case Manager Grant Smith and Receptionist Robin Barnhart were present. Detailed minutes from this meeting are maintained by the Department of Human Services.

**Commissioner Wiley moved to approve the minutes from the December 15, 2015 with clarification on the salary motion for Liz Tuttle. Commissioner Wingfield seconded the motion; which passed unanimously.**

*Income Maintenance Tech* – Grant shared a request to amend the start date for newly hired Income Maintenance Tech Karen Merritt to 12-31-15. **Commissioner Wiley moved to revise the start date for Karen Merritt, IMT 1, G4/S8, effective December 31, 2015. Commissioner Wingfield seconded the motion; which passed unanimously.**

The Board of County Commissioners reconvened at 8:36 a.m.

2016 Budget

The following resolutions relating to the 2016 budget were made:

**Commissioner Wingfield moved to formally approve the following 2016 budget resolutions:**

**Resolution 12-31-2015 A setting Yuma County's Mill Levy for the year 2015 to defray costs for the 2016 budget year. The total Yuma County Mill Levy is set at 21.759 mills with the General Fund receiving 16.685 mills, plus an abatement of .045 mills. The Road and Bridge is to receive 2.529 mills; Human Services 1.000 mill; Insurance Fund 0.500 mill; and Recreation Fund 1.000 mill. The total tax revenue expected to be collected for all County Funds is \$6,088,992. The 2015 County Assessed Valuation is \$279,837,810.**

**Resolution 12-31-2015 B a Resolution to Adopt the 2016 budget which summarizes expenditures and revenues for each fund and adopts a budget for the County of Yuma, Colorado, for the calendar year beginning the first day of January 2016 and ending on the last day of December 2016. Total Expenditures approved \$19,996,041.**

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

**Resolution 12-31-2015 C which appropriates sums of money to the various Yuma County funds and spending agencies for the 2016 budget year.**

**Commissioner Wiley seconded the motion; which passed unanimously.** (Resolutions attached.)

Treasurer's Office

Treasurer Dee Ann Stults visited with the Commissioners about an issue of two payroll amounts being withdrawn on the Human Services account. There was an error that was reversed, but Peachtree indicated that the funds wouldn't be returned until January 8, 2016. Stults was concerned about the use of county funds for an extensive period of time. The Commissioners will discuss with Department of Human Service Director at the next BOCC meeting.

Road and Bridge

Supervisor J.R. Colden was present to provide the following updates.

- *County Roads PP.5, RR, and SS*– Colden reported that they have been working on County Roads PP.5, RR, and SS, north of Highway 34.
- *Cattle Guard* – Colden shared that a cattle guard has been installed on County Road DD.
- *Eckley Property* – Colden informed the Commissioners that both trailers have been removed and destroyed from the Eckley property. Colden signed the certificate of destruction for a manufactured home and Administrator Hoover will record the paperwork at the Clerk and Recorder's Office. He would like to have the lots completely cleaned up in the next couple of months.
- *Wauneta House* – Colden told the Commissioners that Road and Bridge staff is working on repairs to the plumbing, electrical, and painting in the Wauneta house during the cold weather.
- *County Road 39* – Colden continues to work on exploration of options for repairs for County Road 39. He plans to meet with McAtee for their suggestions and estimates.
- *Kirk Road Crack Seal* – Colden reported that he received a bill from McCormick's for the crack seal project on the Kirk Road. The bill is much greater than the original bid. Colden said he will speak to McCormick's prior to submitting bill for approval.
- *County Line Road*– Colden mentioned that Road and Bridge will finish up with work on the County Line Road, between County Roads 16 and 23.
- *Gravel* -- Colden explained that crews will be hauling gravel to the Idalia area, specifically working on roads that were damaged in the June, 2015 storm.
- *Road Graders* – Colden stated that the new 2016 John Deere 772G road graders purchased from 4Rivers Equipment will be delivered in the next two weeks.
- *Gravel Pits* – Colden presented a lease agreement and a reclamation permit application for the Drager Pit. **Commissioner Wiley moved to approve and sign the 10-year lease, effective 1-1-2016 to 12-31-2025 and the Reclamation Permit application for the Drager Gravel Pit, located in the SW ¼ of**

**Section 21, T4S, R48W, with Jory and Tyra Drager. Commissioner Wingfield seconded. The motion passed unanimously.**

- **Staffing—**

The Commissioners extended their condolences on the passing of Leonard Hiestand. Leonard worked for Road and Bridge for over 19 years and will surely be missed.

Colden shared that he has hired several new equipment operators as follows: Bryan Bowers, Donald McCune, Jeff Burton, Anthony Dreher, and Scott Jesse.

**Comissioner Wingfield moved to approve all of the following Equipment Operator Salary Authorizations:**

**Bryan Bowers at G5/C1/L1, beginning December 28, 2015.**

**Donald McCune at G5/C1/L5, beginning December 31, 2015.**

**Jeff Burton at G5/C1/L4, beginning December 31, 2015.**

**Anthony Dreher at G5/C1/L4, beginning December 31, 2015.**

**Scott Jesse at G5/C1/L3, beginning January 5, 2016.**

**Commissioner Wiley seconded the motion; which passed unanimously.**

- *Scraper* – Colden reported that the scraper that they are using in the gravel pits is in need of repairs, the transmission is beginning to fail. The scraper is used to move overburden in all of the gravel pits and with the recent activity on the pits requires more use of the scraper. He would like to update, trade, or replace the equipment. Colden will conduct additional research to bring back to the Commissioners at a later date.
- *Striping Map Proposal* – Colden presented an estimate from Pavement Maintenance Specialist, LLC from Greeley, Colorado for pavement striping map on 68 miles of paved Yuma County Roads. The proposal includes a mobilization fee, trip to Yuma County, striping design and a review by traffic consultant. The Commissioners would like Colden to drive the paved County roads and return with his recommendations of what roads need the striping completed first.
- *GPS* – Colden said he does not utilize the GPS as the previous Supervisor and does not see the need for the added expense. He recommends discontinuing the service. The Commissioners were in consensus to allow Colden to discontinue the GPS service.
- *Underground and Utility Permits* - Colden presented the following Underground and Utility Permits for approval:
  - *Doug Sessions on Behalf of Don Godsey* – to install an electric line under County Road T.5 located 1326 feet South of Highway 34. Colden acknowledged the work was completed before the permit was submitted, but he had given verbal confirmation on August 3, 2015.
  - *Source Gas* – to install a gas line under County Road J located 8132 County Road 36. Colden relayed that the work was completed before this permit was submitted. He did not have previous knowledge of the work.
  - *Source Gas* – to install a gas line under County Road J on the North side of the intersection of County Roads J and 35. Again, Colden said the work was done before this permit was completed without contact.



**Commissioner Wingfield moved and Commissioner Wiley seconded to approve Underground and Utility Permits for:**

**Doug Session/Don Godsey to install an electric line under County Road T.5 located 1326 feet South of Highway 34;**

**Source Gas to install a gas line under County Road J located at 8132 County Road 36;**

**Source Gas to install a gas line under County Road J on the North side of the intersection of County Roads J and 35.**

**With a letter to Source Gas reprimanding them for failing to submit permits prior to completing the work.**

**The motion passed unanimously.**

### Sheriff

Sheriff Chad Day met with Commissioners via teleconference to discuss the following;

- *2015 Accounting Clarification* –Day and his staff have been reviewing the 2015 accounting of expenses in both the Sheriff and Jail budgets. He relayed that his staff has been able to match up payment authorizations to expenses in the budget line items. His concern is with maintenance items that are being expended from his operating supplies, specifically in the jail. Day believes that many of these items could be considered general building supplies or maintenance and thus should be expended from that line item, or at least part of the cost shared. The Commissioners agreed that maintenance supplies and repair costs could be reviewed in more detail with the Sheriff's Office and the Administrative staff in 2016.
- *Staffing concerns* – Day reported that he continues to have staffing issues. He has employee that has serious health issues and is near the end of the allowed medical leave. He reported that Joel Compton resigned and his last day was earlier this week. He said that he has another staff member that has been placed on administrative leave due to an IA issue and lastly has a deputy on restricted duty due to an injury.
- *Office Space* – Chad reported that even with the Probation offices opening up, he still will have issues with enough space for office staff and would like the Commissioners to consider allowing use of an office at the Department of Human Services building.

### 2015 Supplemental Budget Review

Financial Officer Vicky Southards and Administrator Kara Hoover reviewed the county offices and departments that will require a supplemental budget for 2015. **Commissioner Wiley moved to approve Resolution #12-31-2015 E, a Supplemental Budget Resolution amending the 2015 budget and appropriating additional money to defray expenses in excess of amounts budgeted in 2015. Commissioner Wingfield seconded the motion. The motion passed unanimously. (Resolution attached.)**

### Land Use



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

- *National Flood Insurance Program* – Rich reported that Jamie Prochno of the Colorado Water Conservation Board has tentatively scheduled to attend the January 29, 2016 BOCC meeting to review the Colorado model ordinance and associated requirements.
- *Flood Insurance Rate Map Panels*- Birnie shared that there is no funding match required by the Colorado Water Conservation Board to modernize the Flood Insurance Rate Map Panels. Stephanie DiBetitto reported that FEMA usually will pay approximately 80% of the costs. Birnie does not know the cost as of yet so the discussion was tabled until such a time when this information is available.
- *Activity Notice* – Birnie shared that Pariset Farms, LLLP, completed an activity notice, ACT1215-25 for a modular home to be installed on the SW ¼ of Section 12, 1S4, R46W.
- *EFS* – Rich relayed that Mark Lengel will be submitting an application for an Exemption from Subdivision for a piece of property on the SE ¼ of Section 14, T5S4, R44W, at the intersection of County Road 3 and Highway 385.

#### GIS

- *Cadastral Lines, Mapping* - Birnie shared that he is approximately 80% complete in entering the additional data for the address centerlines.
- *Red Book* – Birnie reported that he should be ready to produce the Red Book by the end of January. He anticipates being able to print updated Red Books possibly every 6 months.

#### Administrator's Report

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

- *Minutes* – **Commissioner Wiley moved to approve the December 15 2015 Board of County Commissioners minutes. Commissioner Wingfield seconded the motion; which passed unanimously.**
- Certification of Payroll for December 17, 2015 on Fund 16 W-Y Combined Communications EFT system number #5437 to #5438, and checks #4359 through #4360 totaling the sum of \$2,037.46 and Accounts Payable with check #7463 through #7466 totaling the sum of \$574.43 were signed by Chairman Trent Bushner.
- Certification of Accounts Payable drawn on Yuma County Funds on December 31, 2015 with check #61385 through #61575 for \$502,383.04, check #61624 through #61632 for \$31,231.70, check #61715 through #61728 for \$13,793.37, and check #61858 through #61889 for \$29,118.37, totaling \$576,526.48 and Fund 16 W-Y Combined Communication accounts payable, with check #7467 through #7488 totaling the sum of \$33,381.73 were signed by Chairman Trent Bushner.
- Certification of Payroll for December 31, 2015 drawn on Yuma County Funds, EFT system #38866 through #39006 and checks #30649 through #30679 totaling the sum of \$246,889.99 and Fund 16 W-Y Combined Communications EFT system number #5439 through #5450, totaling the sum of \$32,147.47 were signed by Chairman Trent Bushner.



- *Soehner Water Rights Lease Revenue* – The Commissioners reviewed the Soehner water right lease revenue for 2015. The Board of County Commissioners revisited the fact that Yuma County is the only entity that holds interest in the Soehner Water rights; therefore it is resolved that lease revenue should be transferred to the Yuma County General Fund. Lease revenue in 2015 totals \$29,412.50. **Commissioner Wiley moved to approve and sign Resolution #12-31-2015 D to transfer \$29,412.50 from the Yuma County Water Authority Fund #10 to the General Fund #1. Commissioner Wingfield seconded. The motion passed unanimously.**
- *Colorado Department of Public Health and Environment Financial Assurance Compliance* – The Commissioners reviewed the financial assurance compliance letter to be sent to the Colorado Department of Public Health and Environment, as contained in CRS 3020-104.5. **Commissioner Wiley moved to approve and sign the Colorado Department of Public Health and Environment Financial Assurance Compliance letter. Commissioner Wingfield seconded the motion; which passed unanimously.**
- *E-911 Telephone Service Authority 2016 Administrative Increase* – The Commissioners reviewed the letter from Authority Board Chairman Larry Smith requesting an increase to the administration line to \$2,500 for the 2016 budget. **Commissioner Wiley moved to approve Resolution #12-31-2015 F, pursuant of Section VI (6.2) of the Intergovernmental Agreement, dated December 14, 1990 allowing an increase of \$500 for fiscal year 2016 to \$2,500 for the Administration line. Commissioner Wingfield seconded. The motion passed unanimously. Reception No. 00565835**
- *Board Position Openings* – The Commissioners reviewed letters of interest for expiring board positions appointments. **Commissioner Wingfield moved to fill the following board appointments: reappointing Roc Rutledge and Don Brophy to the Weed & Pest Board, Darlene Carpio to the Revolving Loan Fund Board, and newly appointing Glenn “Butch” Wudtke to the East Yuma County Cemetery District Board. Commissioner Wiley seconded the motion; which passed unanimously.** Land Use Administrator Rich Birnie said that Brad Rock will stay on the Planning Commission Board until a replacement is found. The Commissioners continue to search for his replacement.
- *2016 Salary Sheet* – The Commissioners signed the 2016 Salary Sheet for Yuma County Employees as approved at the December 15, 2015 Budget Hearing.
- *Ambulance Service Licenses* – The Commissioners reviewed the 2016 ambulance service license applications for the City of Wray and Idalia Ambulance Services. **Commissioner Wiley moved to approve the 2016 Ambulance Licenses for the City of Wray Ambulance Service and the Idalia Ambulance Service. Commissioner Wingfield seconded the motion; which passed unanimously.**
- *Paper Bids* – The Commissioners reviewed the bids submitted from the Wray Print Shop and Basically Business for paper purchases in 2016. The Commissioners would like to discuss with the other elected officials thus the discussion was tabled until the January 15, 2016 meeting.
- *Yuma County Winter Warm Up, Coat & Winter Apparel Drive* – Hoover shared that a committee headed by Jessi Lippert in the Clerk’s Office, has decided to run a coat and winter apparel drive from January 4 through January 14, 2016. Various courthouse offices and departments are assisting the Clerk’s office. The group decided to have a distribution day on January 17, 2016 at the Elections Center in Wray and would like to use the Concessions Building in Yuma that same

the Elections Center in Wray and would like to use the Concessions Building in Yuma that same day. **Commissioner Wiley moved to approve the use of the Concessions Building at the Yuma County Fairgrounds for the Yuma County Winter Warm-Up Distribution Day on Sunday, January 17, 2016 from 1:00 to 4:00 pm. Commissioner Wingfield seconded. The motion passed unanimously.**

- *Probation Remodel* – Maintenance Sergeant Travis Dinsmore has started on the remodeling project of the Human Services building for Probation. The security door has been installed, demolition is complete of bathroom and hall walls. Dinsmore met with Probation staff earlier in the week and is presenting a request for safety windows. He relayed to Administrator Hoover that it would be much easier and less expensive to install the safety windows between offices now. He can do the work himself and estimates the cost of materials to be approximately \$575. **Commissioner Wiley moved and Commissioner Wingfield seconded to approve the installation of three safety windows in the Probation offices at Human Services in the approximate cost of \$575 for materials and \$600 for labor. The motion passed unanimously.**
- *CCOERA Forfeitures*–Chairman Bushner and Commissioner Wiley signed the CCOERA forfeiture check for \$200.00 to be paid to the Economic Development for the employer portion, for the fourth quarter of 2015.
- *Interest Check* – Chairman Bushner and Commissioner Wingfield signed the interest check for the Yuma County Accounts Payable First Pioneer Bank account from May to November, 2015 in the amount of \$45.68.
- *Black Widow Arena Groomer-Drag* – The Commissioners discussed a request from the Fair Board to purchase a Black Widow Arena Groomer. **Commissioner Wingfield moved to allow Jed Gleghorn, Fair Board member, to purchase a Black Widow Arena Groomer at an approximately cost of \$5,000. This purchase is to be paid from Lottery Funds. Commissioner Wiley seconded the motion; which passed unanimously.**
- *Air Compressor at Landfill* – Cliff Henry Landfill Manager stopped in to request the purchase of a new air compressor. Henry told the Commissioners that the air compressor stopped working and to repair the compressor was cost prohibitive. He told the Commissioners the cost of a replacement air compressor would be approximately \$2,700. The Commissioners were in consensus to allow the purchase of the new air compressor and asked Henry to provide estimates.
- *Administrative/Financial Assistant* – Hoover reported that she and Finance Officer Southards conducted interviews last week and have hired Sarah Carwin, current Road and Bridge Assistant Office Manager at G6/S15. Carwin will help train her replacement at Road and Bridge and will begin work with County Administration in January 2016.
- *El Pomar Regional Grant* – The Commissioners reviewed a formal acceptance letter from El Pomar Foundation stating that Yuma County has been selected to receive a grant of \$25,000 from El Pomar Foundation's Northeast Regional Council for the CDL Training and Testing Site. Release of payment for this grant will only be granted once all other funding is secured. A thank you letter is being forward to the Foundation Trustees and the Northeast Regional Council.




- *EIAF #7605 Grant* – The Commissioners reviewed a letter from DOLA reporting that the remaining balance on grant #7605 of \$46,064.34 has been de-obligated. Hoover reminded the Commissioners that the funding was not used in the final Landfill road project for several reasons including: good weather and a shorter project timeline, savings on freight of the chips; and less hired work required.
- *CCI Membership Dues* – The Commissioners reviewed the 2016 CCI dues of \$13,500. **Commissioner Wiley moved to approve paying the 2016 CCI membership Dues of \$13,500. Commissioner Wingfield seconded the motion; which passed unanimously.**
- *Eagle Communications and Eaglenet Fiber Bids* -- The Commissioners reviewed the bids from both Eagle Communications and Eaglenet for Fiber to the courthouse. More discussion is needed at a later BOCC meeting.
- *Christmas Spirit* – The Commissioners read an article that was published in the Yuma Pioneer outlying the Christmas spirit in the county. Elected officials and staff relayed the fun of the Christmas tree decorating contest and the pranks with the other offices throughout the season. Much credit was given to new Custodian Les Hasty for his upbeat attitude that seems to have spilled over to all of the offices.
- *Airmed* – The Commissioners reviewed the billing from 2016 Airmed Air Ambulance Service that will cover 134 Yuma County households.
- *Veterans Report* -- Chairman Bushner signed the Veterans Report for December 2015.

The Commissioners made their routine inspection of the jail.

There being no further business; the meeting was adjourned at 3:17 p.m. The next regular meetings of the Board of County Commissioners will be January 15, 2016 and January 29, 2016.

  
Trent Bushner, Chairman

  
Kara Hoover, Administrator

ATTEST:   
Beverly Wenger, County Clerk

