

Board of County Commissioners of Lincoln County
Agenda for July 30, 2015

9:00 Call to order and Pledge of Allegiance

9:00 Karen Kovar to discuss using the county fairgrounds as a distribution site for the
Emergency Food Assistance Program for Lincoln County

1. Approve the minutes from the July 14, 2015 meeting
2. Review the June, 2015 report from the County Assessor
3. Per auditor, review a request for extension of time to file county audit
4. Update designation of representative to county health pool
5. Per State requirements, review Memorandum of Understanding for Control of Confidential Data relative to sales and use tax and lodging tax records
6. Review agreement with LC Derby Club for vehicle demolition derby at county fair
7. Review annual license renewal request from the Lincoln Community Hospital Transport Service
8. Review annual license renewal request from the Hugo Volunteer Fire Department Ambulance Service
9. Review request from the Lincoln Community Hospital to dispose of old modular clinic at landfill
10. Old business
11. New business
12. Approve payroll and expense vouchers

The Board of Lincoln County Commissioners met at 9:00 a.m. on July 30, 2015. The following attended: Chairman Greg King, Commissioners Doug Stone and Ed Schiffers, County Administrators Gary Ensign and Roxie Devers, Clerk to the Board Corinne M. Lengel, and Will Bublitz with the Limon Leader and Eastern Colorado Plainsman.

Chairman King called the meeting to order and led the Pledge of Allegiance.

Karen Kovar met with the Board at 9:00 a.m. to discuss using the county fairgrounds as a distribution site for The Emergency Food Assistance Program for Lincoln County. They currently store their food at, and distribute it from, People's Regional Clinic, but since the clinic will be torn down starting in August, they are looking for another site for distribution only. Approximately 900 cases of food are delivered each month, but they have stored as many as 1,200 cases of canned meats, vegetables, and fruits, as well as canned milk. Ms. Kovar said they do not need refrigerator space and they generally require about two hours for distribution. The only expense they have is for product liability insurance which is covered by Care & Share. They also have slip, trip, and fall insurance coverage, but TEFAP was covered under the People's Regional Clinic umbrella, so there was no cost to the program. Mr. King's concern was with them trying to get rid of the backlog of supplies if they do not need storage space. Ms. Kovar said they were told to give out cases of food next week to get rid of it. They distribute the first Thursday of each month. If it were stored, they would require a locked facility with a temperature of 50 degrees, and the food would have to be stored on pallets off of the floor. Ms. Kovar explained the income guidelines, and Ms. Devers stated that the county's insurance would only cover them if the program were county-sponsored. If the commissioners choose to take over the program and make it a county program, then the insurance would cover it. Mr. King was not in favor of that idea, stating that he doesn't believe government needs to be involved. Ms. Devers asked if other eastern counties cover the program under their insurance umbrella and Ms. Kovar said she would certainly call the Care & Share representative and find out. Ms. Devers will contact those counties if Ms. Kovar gets her the information. Mr. Stone added that it is a very beneficial program to residents and they need to do what they can so that it continues.

Ms. Kovar left and Mr. Stone made a motion to approve the minutes from the meeting held on July 14, 2015, as submitted. Mr. Schiffers seconded the motion, which carried unanimously.

The Board reviewed the June 2015 report from the County Assessor, as well as a request from County Auditor Ronny Farmer for a time extension to file the county audit. Mr. Schiffers made a motion to allow the extension for filing the audit, Mr. Stone seconded the motion, and it carried unanimously.

Mr. Stone made a motion to name County Administrator Gary Ensign as the designated correspondent to the County Health Pool. Mr. Schiffers seconded the motion, which carried unanimously.

After reviewing a Memorandum of Understanding for Control of Confidential Data relative to sales and use tax and lodging tax records, Mr. Schifferns made a motion to appoint Gary Ensign as the county's representative to receive the confidential information. Mr. Stone seconded the motion, which carried unanimously.

The Board reviewed the agreement with LC Derby Club for the vehicle demolition derby at the county fair. Mr. Stone made a motion to sign the agreement, Mr. Schifferns seconded the motion, and it carried unanimously.

The annual license renewal request from the Lincoln Community Hospital Transport Service was reviewed and Mr. Schifferns made a motion to adopt a resolution renewing the annual license. Mr. Stone seconded the motion, which carried unanimously.

At a regular meeting of the Board of County Commissioners of Lincoln County, Colorado held in Hugo, Colorado on July 30, 2015 there were present:

Greg King, Chairman	Present
Douglas D. Stone, Vice Chairman	Present
Ed E. Schifferns, Commissioner	Present
Stan Kimble, County Attorney	Absent & Excused
Corinne Lengel, Clerk of the Board	Present
Roxie Devers, County Administrator	Present

when the following proceedings, among others, were had and done, to-wit:

RESOLUTION #912 It was moved by Commissioner Schifferns and seconded by Commissioner Stone to adopt the following resolution:

WHEREAS, pursuant to the Colorado Emergency Medical Services Act, Section 25-3.5.101, et seq., C.R.S., the Board of County Commissioners has the authority to establish requirements for the inspection, licensure, and operation of ambulance services, ambulance personnel, and ambulance vehicles operating in the county; and

WHEREAS, the Lincoln County Commissioners adopted Resolution #651 and thereby established rules and regulations governing the licensure of ambulance services operating within Lincoln County; and

WHEREAS, the Lincoln Community Hospital Transport Service has presented the Board of County Commissioners with an application to license the ambulance service and to permit their ambulances as advanced life support; and

WHEREAS, upon review the Board of County Commissioners determined that the documentation presented met the rules and regulations established under Resolution #651;

NOW, THEREFORE BE IT RESOLVED by the Board of County Commissioners of Lincoln County that the Lincoln Community Hospital Transport Ambulance Service is hereby authorized to provide ambulance service in Lincoln County with permitted advanced life support ambulances.

Upon roll call the vote was:

Commissioner Stone, Yes; Commissioner Schifferns, Yes; Commissioner King, Yes.

The Chairman declared the motion carried and so ordered.

Board of County Commissioners
of Lincoln County

ATTEST:

Clerk of the Board

Mr. Stone then made a motion to adopt a resolution to renew the annual license for the Hugo Volunteer Fire Department Ambulance Service. Mr. Schifferns seconded the motion, which carried unanimously.

At a regular meeting of the Board of County Commissioners of Lincoln County, Colorado held in Hugo, Colorado on July 30, 2015 there were present:

Greg King, Chairman	Present
Douglas D. Stone, Vice Chairman	Present
Ed E. Schifferns, Commissioner	Present
Stan Kimble, County Attorney	Absent and Excused
Corinne Lengel, Clerk of the Board	Present
Roxie Devers, County Administrator	Present

when the following proceedings, among others, were had and done, to-wit:

RESOLUTION #913 It was moved by Commissioner Stone and seconded by Commissioner Schifferns to adopt the following resolution:

WHEREAS, pursuant to the Colorado Emergency Medical Services Act, Section 25-3.5.101, et seq., C.R.S., the Board of County Commissioners has the authority to establish requirements for the inspection, licensure, and operation of ambulance services, ambulance personnel, and ambulance vehicles operating in the county; and

WHEREAS, the Lincoln County Commissioners adopted Resolution #651 and thereby established rules and regulations governing the licensure of ambulance services operating within Lincoln County; and

WHEREAS, the Hugo Volunteer Fire Department Ambulance Service has presented the Board of County Commissioners with an application to license the ambulance service and to permit their ambulances as basic life support vehicles; and

WHEREAS, upon review the Board of County Commissioners determined that the documentation presented met the rules and regulations established under Resolution #651;

NOW, THEREFORE BE IT RESOLVED by the Board of County Commissioners of Lincoln County that the Hugo Volunteer Fire Department Ambulance Service is hereby authorized to provide ambulance service in Lincoln County with basic life support ambulances.

Upon roll call the vote was:

Commissioner Stone, Yes; Commissioner Schiffers, Yes; Commissioner King, Yes.

The Chairman declared the motion carried and so ordered.

Board of County Commissioners
of Lincoln County

ATTEST:

Clerk of the Board

A request from Lincoln Community Hospital to dispose of the old modular clinic at the landfill was reviewed, Mr. King stating that Landfill Manager Mick Jaques has concerns with the size of the five units and that the materials will be separated properly. Ms. Devers had called to speak with Steve Young, the head of maintenance at the hospital, but he had not called her back. It was her understanding that the intention was to demolish the units but she didn't know how they intended to haul off the debris. Mr. King said it would be a mixed load when it reaches the landfill, as there will most likely be wiring, plumbing, wood, and metal frames. He added that he didn't have any issues with accepting the units at the landfill, but he does want to make sure they get the materials separated like they're required to do. A call was placed to hospital administrator Kevin Stansbury but he was unavailable.

There was no old business, but there was a request from Travis Taylor that the commissioners allow Extension Office employee Amy Solomon to have a county credit card since the auditor asked that the Treasurer's office no longer issue checks for miscellaneous expenses. Mr. Stone made a motion to allow Amy Solomon to have a county credit card with a \$500 limit. Mr. Schiffers seconded the motion, which carried unanimously.

Ms. Devers reported that an email was received from Peak Vista Community Health Center asking the commissioners to proclaim the week of August 9 through August 15 as National

Health Center Week. Mr. King read the proposal and stated he would prefer to remove Peak Vista and have it read "local healthcare centers." Ms. Devers said she would make the necessary changes and the Board could approve it the following day.

Since it is nearing time for departments to submit their annual budget requests, Ms. Devers asked the Board what, if any, cost of living increases they would like to grant county employees. The Board agreed to start with a two-step increase, with an increase of \$.50 per hour for hourly employees, for the 2016 budget year. Mr. King said they would also need to start discussions regarding the elected official salary increase, which will begin for two commissioners in January of 2017.

Sheriff Tom Nestor stopped in to inform the Board that the 2010 Dodge Charger has been decommissioned and is ready to go to the landfill, if the commissioners are still interested in doing that. Undersheriff Gordon Nall was with the sheriff, who added that the Chevy Silverado should be ready tomorrow and they hope to deliver it to Limon Chrysler for resale. He was told they may be able to get \$12,000 to \$15,000 for it. As for the Charger, it was appraised between \$7,600 and \$9,000, but the sheriff felt the county would be lucky to get \$4,000 if they decide to sell it rather than give it to the landfill.

Mr. Ensign brought up the fact that landfill employees take county vehicles home each night and asked if that were really fair when other county employees do not get that same privilege. He stated that other employees have asked about it and since he did not know where the practice originated, he felt he should bring it up. Ms. Devers responded that it had been that way as long as she could remember and thought the practice was started when they first built the landfill. Her only idea was that a previous board had allowed it due to the fact that a landfill manager would sometimes be called out to unlock the gates during hours when the landfill was not open for business. Ms. Devers had asked Mick Jaques, but he didn't know either. One of the employees does bring deposits and bills to the courthouse for processing, which Mr. Ensign said did not seem to be an issue, but allowing the employees to take vehicles home each day using county fuel didn't seem fair and equitable. Mr. King felt it would make more sense for them to use a pickup on site at the landfill and Ms. Devers said she believed they have one. She made a phone call but Mick and Allen Chubbuck were not available so she asked Carl Tudor to have Mr. Chubbuck return her call. She added that still allowing them to bring a county vehicle to the courthouse would make sense, as they would have to pay mileage if they didn't. Also, since the commissioners had allowed the practice in the past, they may need to discontinue the policy if they felt they needed to. Mr. King said he agreed that they should not be allowed to take county vehicles home and Mr. Ensign added that it is also considered a tax benefit if an employee takes a vehicle home and is not subject to emergency callout.

Sheriff Nestor stated that Road & Bridge employees are considered on-call employees, and then said that if the county decides to sell both the Charger and the Silverado, the funds would almost pay for one of his new vehicles. Ms. Devers suggested checking with the road foremen to see if they have any pickups that are getting close to end of life for what they need them for. The sheriff added that the car driven by landfill employees does look like a patrol car, no matter

how much they try to decommission it, adding that the Charger does not perform well on dirt roads or in mud.

After the sheriff and undersheriff left, Mr. King asked the others what they thought about the Charger and allowing landfill employees to take vehicles home. Mr. Stone felt that they should still take the Charger to the landfill since the pickup they currently have sounds like it may not last, but agreed that they should not allow landfill employees to use the county vehicles for personal use. Mr. Schiffers agreed so Mr. Stone made a motion that the county discontinue the practice of allowing landfill employees to use county vehicles as a means of getting to and from work. Mr. Schiffers seconded the motion, which carried unanimously.

Mr. Schiffers wanted to know what would happen to the old car and Ms. Devers told him that Chris Monks usually has them hauled to the crusher. He added that the tires may still be good and Mr. Ensign said that Chris is generally very conscientious of checking vehicles over thoroughly before getting rid of them.

Ms. Lengel asked the Board to sign vouchers for four outstanding checks from 2014 that were reissued at the request of County Auditor Ronny Farmer. She added that the commissioners will need to cancel the checks and the bank will stop payment on them at no charge.

The auditor had also given Ms. Lengel information regarding using payroll account numbers instead of general account numbers for paying for certain services, such as temporary election help. He had explained that paying those types of workers from payroll accounts is misleading when it comes to the quarterly unemployment insurance reports and makes the reporting incorrect. Ms. Lengel stated that her reason for bringing it up was that departments would need to be aware of the fact when they make their 2016 budget requests, especially if they plan on hiring any part time help throughout the year. Fair judges and coroner deputies may be other examples of part time help.

Since Mr. Stone will not be at the meeting on July 31, he asked Mr. King if he could give his commissioner report, and the Board agreed that they would all give their reports due to a full agenda the following day.

Mr. Stone reported helping his district move mowers and patch oil on July 14. He attended the fair board meeting that evening and reported that they are rebuilding the pens and load out at the fairgrounds. He asked why the wild horse races are not covered under the county's insurance and Ms. Devers stated it was because the gentleman who wanted to hold the races was doing the event as a private event, not as part of the fair program sponsored by the county. Mr. Stone said that MayeGene Lee has also donated a piano to the Ellis Allen building. On July 15, Mr. Stone reported helping out with the road crews, as well as on the Sixteenth. He also staked several gravel pits with Land Use Administrator John DeWitt. On July 17, Mr. Stone was called out for a combine fire, but it was out by the time he got there. He picked up oil for his road crew on July 20, and also interviewed a candidate for the road foreman position. On July 22, he interviewed Rick Ashcraft for the foreman position and also reported that John

Deere came and fixed the wiring harness on one of their tractors. He had a call from Gary Tuttle, a permitting specialist for minerals, asking whether or not there was a demand for sand and gravel in that area of the county. On July 27, they discovered a hole in the gas tank of a different tractor, so they called mechanic Ryan Bush who patched it. He worked with Road & Bridge on July 29, as they are having issues with one of their road graders, which is still under warranty, and also met with Rick Ashcraft and showed him the area. Mr. Ashcraft will start on August 3.

Mr. Schifferns reported checking roads south of Arriba on July 8, and receiving a call from Pat Page with the Little Britches Rodeo on July 11. She was upset about the mud and parking at the fairgrounds. Mr. King said they resolved the issue. On July 15, Mr. Schifferns spoke with Chris Monks who told him they were grading and mowing down south while the northern portion of the district harvested. He also spoke with Chris again on July 20, stating that County Road 3E has been a constant problem for them lately, and he wondered if it was because they had too much gravel on it. They graded it and it seems to be much better now. On July 21, Chris told him they were mowing and gravelling around the fairgrounds in preparation for the county fair, and on the Twenty-seventh, Chris told him they had several road washouts south of Hugo from heavy rains. Mr. Schifferns also checked roads and spoke with Brenda Toft about the curves on the road to their place. Chris said he would take care of it. Lastly, Mr. Schifferns attended the Arriba town board meeting on July 28, where they discussed trailer house ordinances.

Mr. King reported attending the Lincoln County Economic Development meeting on July 20, adding that the town of Hugo has come back into the organization for the remainder of this year, and will contribute for a full year next year. He added that he personally feels that Troy McCue is doing an excellent job as the director and is handling the position the way it is supposed to be handled. Mr. Schifferns agreed. Mr. King said they are also putting together an application request to host the Rural Philanthropy Days in Limon next summer. The first organizational meeting of the Foreign Trade Zone will be held soon. Mr. King reported attending the Resources Unlimited meeting on July 21 and the RETAC meeting that afternoon.

The Board approved the July 2015 payroll and expense vouchers for the month and then, with no further business to come before the Board, the meeting was adjourned until 9:00 a.m. on July 31, 2015.

Corinne M. Lengel, Clerk to the Board

Greg King, Chairman