

Board of County Commissioners of Lincoln County
Agenda for January 6, 2016

1:30 PM Call to order and Pledge of Allegiance

1. Approve the minutes from the December 31, 2015, meeting
2. Review for approval an Annual Report for Stormwater Discharges Associated with Non-Extractive Industrial Activity for the Lincoln County Landfill
3. Review report regarding funds collected through the Model Traffic Code for 2015
4. Review for approval an Agreement for Receipt of Court Security Grant Funds
5. Review for approval an Agreement for the Sale and Purchase of Real Property and Improvements
6. County Commissioners' reports
7. County Administrator's report
8. County Attorney's report
9. Old business
10. New business
11. Approve additional expense vouchers

The Board of Lincoln County Commissioners met at 1:30 p.m. on January 6, 2016. The following attended: Chairman Greg King, Commissioners Doug Stone and Ed Schiffers, County Administrator Gary Ensign, Clerk to the Board Corinne M. Lengel and County Attorney Stan Kimble, until 3:00 p.m.

Chairman King called the meeting to order and asked District One Road Foreman Chris Monks to lead the Pledge of Allegiance.

Chris had priced grader blades and said that the bid from CAT had come in \$1.20 cheaper than the others; however, they are still \$5.69 higher than they were last year. They are currently \$89 each. After checking with the other two road foremen to find out how many blades they may need for the year, he ordered two hundred and fifty.

The group discussed the county vehicles that need to be advertised for sale or put on Swap Shop, Chris stating that they determined the timing chain was broken on the 2012 sheriff's car and it would only cost around \$200 to get the parts from Dodge. He would like to attempt to fix the car and if successful, use it as the shop car and get rid of the one they currently have. They also have the old landfill car, which he believed was a 2000, a van that he thought might be a 1987, and a 1986 Dodge pickup that can be sold. He will write something up for an advertisement and let the Board review it before sending it to the Mile Saver Shopper or putting it on Swap Shop.

When Chris left, Mr. Schiffers made a motion to approve the minutes from the meeting held on December 31, 2015, as submitted. Mr. Stone seconded the motion, which carried unanimously.

After reviewing an Annual Report for Stormwater Discharges Associated with Non-Extractive Industrial Activity for the Lincoln County Landfill, Mr. Stone made a motion to approve the report. Mr. Schiffers seconded the motion, which carried unanimously.

The Board also reviewed a report regarding funds collected through the Model Traffic Code for 2015 and an Agreement for Receipt of Court Security Grant Funds. Mr. Stone made a motion to approve the Agreement, Mr. Schiffers seconded the motion, and it carried unanimously. Mr. Ensign commented that the grant funds would not cover a new metal detector but would pay for all staff time to operate the current metal detector.

Mr. Kimble asked Mr. Ensign if he knew whether an appraisal had been done on the lots located at 143 6th Street that the hospital wishes to purchase but Mr. Ensign had not heard of anything. Mr. Ensign felt that it should be surveyed due to the fact that it is county property and sets on a section line, even though it is not a square parcel. He'd spoken with Lincoln Community Hospital CEO Kevin Stansbury who said he would contact Scott Kimble about a survey. Mr. Ensign hadn't talked to Mr. Stansbury again to see if that had been done. Mr. Kimble stated the purchaser would be responsible for the survey and also agreed it would be best to have one completed. He added that the intention is to move Home Health into the house and asked if

the purchase would be completed through the filing of a note and Deed of Trust. Mr. Ensign said it was his understanding that the hospital intended to pay for the property with funds they currently have available.

Mr. Schifferns made a motion to sign an Agreement for the Sale and Purchase of Real Property and Improvements between Michael W. and Maria Nestor and Lincoln County in the amount of \$50,000 for All of Lots 5, 6, 7, 8, 9, 10, and 11, Block 11, Hill's Addition to Hugo. Mr. Stone seconded the motion, which carried unanimously.

Mr. King called for commissioner reports and Mr. Stone reported that he helped fight a fire in the Karval area on January 2 and checked roads on January 4. He also spoke with Rick Ashcraft about cleaning up the Daugherty and Savage pits in order to close them. On January 5, he again spoke with Rick about closing the Taylor pit as well. He also checked roads west of State Road 71 that same day.

Mr. Schifferns reported that he checked roads on January 1 and everything was looking pretty good.

Mr. King reported signing the retirement checks which Mr. Ensign brought to him for signature. He also spoke with Mark McHone about the pile of asphalt they received from the state that is sitting at the Genoa shop. They intend to crush about half of it and use it like they do rotomill.

Mr. Schifferns made a motion to cancel Road & Bridge check #30020 dated December 8, 2015, and issued to BK Enterprises in the amount of \$563.90, as the check was never received. Mr. Stone seconded the motion, which carried unanimously.

Mr. Ensign reported that another pipe broke in the Ellis Allen building at the fairgrounds above the men's restroom over the New Year's weekend. The flooding wasn't as bad as it was when the pipe broke above the women's restroom the previous year but there was some water on the outside wall of the restroom inside the bigger room in the building. He and John Palmer did work to get it cleaned up in preparation of a scheduled funeral. They contacted the plumber who repaired the broken pipe and since the lighting was also damaged, Leo Hurtado was contacted to fix the motion sensor. Mr. Ensign said the ceiling was ruined so they took it all down and covered it with black plastic. Since the fair board meets next week it will be brought up then, but Mr. Ensign said there needs to be a permanent solution so that this does not happen again. He added that there was frost in the attic when they pulled the ceiling tiles down to repair the pipe. Although there is some vent work into the attic, apparently it is not allowing enough heat through to keep the pipes from freezing. Mr. Stone felt it may need to be better insulated and Mr. Ensign said there is some insulation in the ceiling but the plumbing is on the outside wall, which may also be part of the problem. John Palmer will continue to work on it and discuss it with the fair board on Tuesday.

Over the weekend, a county employee's vehicle was broken into in Commerce City. One of the items stolen was the employee's county ID badge and electronic entry button, which also

included a key to the outer doors of the courthouse. Mr. Ensign met with John Mohan and locksmith Kenny Mills on January 5 to see what could be done about changing the locks. He spoke with Sheriff Nestor who deactivated the electronic entry button and agreed it would be best to have the five outside locks re-keyed. According to Mr. Mills, the building has a registered key system which means that no one can have a copy of the key made at their local hardware store. The locks contain cylinders that can be replaced so that they can still work with the master key used by maintenance and janitorial staff. Mr. Ensign did not yet have a cost estimate for the repairs but didn't believe it would be much over \$300.

Mr. Ensign went on to say that a set of keys to the annex was also lost by one of the janitors several weeks ago and he had just been made aware of it when she left employment and he asked for the keys back. When he assessed the situation, he discovered that there are deadbolts on some of the locks in the annex building which he feels is not acceptable since they are fire exits. There is also a deadbolt on the front door of the lobby area that must be unlocked in order to go outside, which he felt unsafe in the event a child came in to use the restroom and ended up being locked in the building at night. Kenny Mills also looked at those locks and provided an estimate of \$752 for materials and labor to re-key all of the outside doors at the annex. It, too, will be a registered key system so that copies of the keys cannot be made by just anyone. The Board agreed it was in the county's best interest to spend the money to have the locks rekeyed.

Mr. Kimble reported that he'd delved a little further into the topic of the commissioners sitting as the board of health and the board of human services, but he didn't find anything specific in Title 30, which is the statute that dictates powers of the board. He said he will continue to research other statutes. Mr. Ensign wanted to know if Public Health Director Sue Kelly had contacted Mr. Kimble, as she had spoken about department of health issues in a couple of residences in the county when she met with the Board at the end of December. Mr. Kimble said she had not mentioned it to him.

Mr. Kimble also reported that the time runs out for Davyes Patel to remove his mobile home on January 8, so they will need to obtain the court order to have the trailer removed. The commissioners will then need to determine the best way to take care of it.

The Board reviewed an agreement with Gary Moore to provide a carnival at the 2016 county fair. Mr. Kimble felt there were some issues to address, such as the fact that he could not find anything authorizing Mr. Moore to do business in Colorado as Gary Moore Amusements. He also questioned providing electricity and the Board said that Mr. Moore would have to supply his own generators. Mr. Ensign said they would need to remove the section regarding waivers and added that Mr. Moore would need to provide a certificate of insurance naming the county as additional insured.

Mr. Kimble had nothing further to report and was excused for the remainder of the meeting. The Board briefly discussed a commissioner liaison to the Department of Human Services and Mr. Ensign also brought up the fact that appointments would need to be finalized at the

reorganization meeting the following Tuesday. Mr. Stone said that there were two interested parties for the Karval Cemetery Board; Cherry Stogsdill and Steve Bailey, and wanted to know how to decide which one to choose. Mr. Ensign retrieved a letter from Mr. Bailey dated October 28, 2015, that expressed interest in representing the Bucklen Cemetery but also stating he was not soliciting for a position on the county cemetery board. Mr. Stone said they could appoint Ms. Stogsdill when they approve the other appointments.

Mr. King called for new business and Ms. Lengel stated that in light of the fact that her office is now responsible for all of the Affordable Care Act reporting, she would like to outsource printing of those forms as well as the W2 and 1099 forms to a company called Aatrix. The accounting program was recently updated and now no longer supports the old W2 forms, which is what they had already ordered and have on hand, so it will take at least another week to get the forms, as well as determine which ACA forms to order. Aatrix will print, mail, and provide an electronic version of the W2, 1099, and ACA files to the county for \$1.95 per employee and/or vendor. By their calculations, Ms. Lengel said it would most likely cost less than \$500, which she felt would be well worth it as her deputy had already spent a full two days working on the ACA forms. She added that she had asked county auditor Ronny Farmer what his feelings were on outsourcing or if he knew anything about Aatrix. He had responded that with the information needed for W2s and how the IRS has changed due dates, he didn't know how an employer will keep it all straight without having one person being in charge and working to stay on top of the multitude of changes. While he had not heard of Aatrix, he did say that as long as the company is bonded and provides secure uploads for information it would probably be a big help to the county to have them prepare and mail the forms. The Board had no problems with outsourcing W2, 1099, and ACA forms and Mr. Stone stated it would probably pay for itself in her deputy's time alone.

Land Use Administrator John DeWitt stopped in to inform the commissioners that the county is on the grant list for flood plain mapping. They will be completing it in stages so Mr. DeWitt said he would need to prioritize the flood plains, starting with the Big Sandy.

The commissioners approved additional expense vouchers for the month of December 2015.

With no further business to come before the Board, the meeting was adjourned until 9:00 a.m. on January 12, 2016.

Corinne M. Lengel, Clerk to the Board

Greg King, Chairman