

Board of County Commissioners of Lincoln County
Agenda for July 31, 2018

9:00 Call to order and Pledge of Allegiance

9:00 Troy McCue, Lincoln County Economic Development Corporation Executive Director, to present the LCEDC monthly report

10:00 Patricia Phillips, Human Services Director, to present the Department of Human Services monthly report

1. Approve the minutes from the July 30, 2018 meeting
2. Review and act upon proposed Resolution #968, a request for the renewal of the ambulance service license for the Hugo Volunteer Fire Department Ambulance Service
3. Review and act upon proposed Resolution #969, a request for the renewal of the ambulance service license for the Limon Ambulance Service
4. Discuss the process of becoming a Certified Local Government for historical preservation
5. County Commissioner reports
6. County Attorney's report
7. County Administrator's report
8. Old business
9. New business
10. Approve additional payroll and expense vouchers if necessary

The Board of Lincoln County Commissioners met at 9:00 a.m. on July 31, 2018. The following attended: Chairman Doug Stone, Commissioners Ed Schiffers and Steve Burgess, County Administrator Jacob Piper, County Attorney Stan Kimble (until noon), and Clerk to the Board Corinne M. Lengel. Juliet Lundy with the Eastern Colorado Plainsman and Limon Leader attended until about 11:30 a.m.

Chairman Stone called the meeting to order and asked Mrs. Lundy to lead the Pledge of Allegiance.

LCEDC Executive Director Troy McCue gave the June Economic Development Corporation report after first introducing the new VISTA volunteer, James Dingwall. He reported that so far, funding designated for the Arriba firehouse expansion is almost \$55,000. Mr. McCue outlined his activities for each of the communities in the county, then informed the Board that they had too many admin hours logged for the CSBC grant, which computed to about \$5,000. The grant language was unclear, making it difficult to understand that eighty percent of their time should be spent on client contact while the other twenty percent could be devoted to training. They have since cleared up the misunderstanding. The second year of the grant began on July 1, and they will begin utilizing funds around August 20. Mr. McCue added that \$5,280 carried forward into year two due to rule changes.

Although Mr. McCue reported on the Opportunity Zone the previous month, he reiterated that the zone's boundaries are based on the census tract and includes the towns of Limon and Genoa but excludes Arriba, Hugo, and Karval. He thinks there are many logistical problems with the idea and has several unanswered questions; such as, who will audit the money, who will be responsible for reporting, and what will protect the taxpayers' investments or keep them from being scammed and losing everything.

Mr. Burgess asked him about the Karval students and the Ogallala Commons all-day entrepreneurship camp in Hugo. Mr. McCue said that although the turnout was disappointing—only four students—the person putting on the camp said he'd like to try again next year. There were various speakers and business owners who presented information, and the students that attended enjoyed the event, but Mr. McCue said they were just too late getting the word out. They might try again next March, and he commended Karval Community Alliance for providing the funding for the kits.

Mr. McCue said the majority of his time lately was focused on housing efforts, and they've applied for a \$4,250 DOLA grant to pay for half of the housing market study, which they hope to have done by October. The study would give USDA and CHAFA the required information to determine the county's housing needs.

After Mr. McCue and Mr. Dingwall left, Mr. Burgess made a motion to approve the minutes of the meeting held on July 30, 2018, as submitted. Mr. Schiffers seconded the motion, which carried unanimously.

The Board reviewed the paperwork and request for renewal of the Hugo Volunteer Fire Department Ambulance Service license. Mr. Burgess made a motion to adopt a resolution authorizing the Hugo Volunteer Fire Department Ambulance Service to provide ambulance service in Lincoln County with basic life support ambulances. 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 31, 2018, there were present:

Douglas D. Stone, Chairman	Present
Ed E. Schifferns, Vice Chairman	Present
Steve Burgess, Commissioner	Present
Stan Kimble, County Attorney	Present
Corinne Lengel, Clerk of the Board	Present
Jacob Piper, County Administrator	Present

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

RESOLUTION #968 It was moved by Commissioner Schifferns and seconded by Commissioner Burgess 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 Schifferns, Yes; Commissioner Burgess, Yes; Commissioner Stone, Yes.

The Chairman declared the motion carried and so ordered.

Board of County Commissioners
of Lincoln County

ATTEST:

Clerk of the Board

At 10:00 a.m., Human Services Director Patricia Phillips met with the Board to give her monthly report. She provided the June financial report, employee timesheets, and the Child Welfare report, and then informed the commissioners that the state implemented a base rate increase for child care, which is \$36 per day. Since they cannot pay lower than the base rate, Mrs. Phillips said that they would no longer negotiate a higher rate like they used to do in certain circumstances.

With regret, Mrs. Phillips said that DHS will no longer provide the Holiday Basket program or angel trees, starting this year. They just don't have enough manpower or time to keep it going, and Colorado East Community Action Agency didn't want to take it over from them. They will send letters out relatively soon, and Mrs. Phillips said they do still have some money left over, so they will let sponsors know that the department will help any way it can. She added that they would encourage donors to donate to churches or other agencies and organizations that should be providing the services anyway.

Mrs. Phillips gave everyone a cost analysis for new staff proposal showing her justification for replacing a caseworker with a Case Aid III and a Caseworker/Supervisor with a Caseworker I. She stated that by hiring a caseworker instead of a supervisor, and by increasing her other supervisor's salary, she should still save around \$4,800 per year. Mrs. Phillips added she would hire someone as an intern until her caseworker leaves, which may be anywhere from two weeks to three months, and then move them to the Case Aid when she is gone.

Mr. Kimble asked if the Caseworker I would need more guidance and help from other caseworkers than a Caseworker III would if she hired one. Mrs. Phillips said she would prefer to hire a Caseworker III, but she cannot get anyone qualified to apply. When asked about training, Mrs. Phillips said there is extensive training for the caseworkers to complete, including a videotaped assessment scenario.

Mr. Burgess told Mrs. Phillips that the commissioners discussed having her department move to a forty-hour week instead of thirty-five-and-a-half so that they could cut down on some of the admin (comp) time. Mrs. Phillips said although it would certainly help to give each caseworker

another two-and-a-half hours per week to complete their work, it still wouldn't be enough to keep them from accruing comp time.

Mr. Burgess made a motion to allow DHS to hire both a caseworker and a case aid per Mrs. Phillips' proposal. Mr. Schifferns seconded the motion, which carried unanimously.

Mr. Burgess made a motion to approve the Memorandum of Understanding between the State of Colorado Department of Human Services (CDHS) and Lincoln County for TANF and Child Care Program for the period of July 1, 2018, through June 30, 2021. Mr. Schifferns seconded the motion, which carried unanimously.

Mr. Burgess also made a motion to approve the CORE Services Program Third of a Three-Year Funding Plan totaling \$153,366. Mr. Schifferns seconded the motion, which carried unanimously.

Mr. Schifferns made a motion to approve the Signal Behavioral Health Network Substance Abuse Treatment Services Agreement for Child Welfare Clients encompassing Elbert, Cheyenne, Kit Carson, and Lincoln counties for FY June 1, 2018, through June 30, 2019. Mr. Burgess seconded the motion, which carried unanimously.

When Mrs. Phillips left, Mr. Burgess made a motion to adopt a resolution authorizing Limon Ambulance Service to provide ambulance service in Lincoln County with permitted advanced life support ambulances. 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 31, 2018, there were present:

Douglas D. Stone, Chairman	Present
Ed E. Schifferns, Vice Chairman	Present
Steve Burgess, Commissioner	Present
Stan Kimble, County Attorney	Present
Corinne Lengel, Clerk of the Board	Present
Jacob Piper, County Administrator	Present

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

RESOLUTION #969 It was moved by Commissioner Burgess 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 Limon Ambulance 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 Limon 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 Schifferns, Yes; Commissioner Burgess, Yes; Commissioner Stone, Yes.

The Chairman declared the motion carried and so ordered.

Board of County Commissioners
of Lincoln County

ATTEST:

Clerk of the Board

Public Health Director Jobeth Mills stopped in to ask for the Board's guidance regarding pursuing various public health programs that she felt would benefit the county. She stated that she was unclear as to what she should do herself and what would need Board approval. Programs through EPR, and some other programs such as for opioid abuse, might require that she hire other people to help, but the grant funds would reimburse the county. Mr. Burgess told her that in that case, the people she hired would become county employees, and the commissioners would need to know about it, especially if it pertained to grant funding. Mrs. Mills said she didn't want to overstep, but she'd gotten contradicting stories, so she wanted to make sure. Mr. Schifferns and Mr. Stone both told her that she would know the programs better than the commissioners would, and Mr. Burgess said that if she had a question she could email them and they would decide if they needed to meet with her. Mr. Kimble commented that she should keep a close eye on expenditures, and Mrs. Mills assured them that she would,

adding that her goal is to expand public health in the communities. She would also like to collaborate with the hospital and has talked to Kevin Stansbury about it.

Mr. Burgess asked if Mrs. Mills found out how long Sue Kelly would be on staff with the CHAPS assessment. Mrs. Mills responded that she assumed it would be late October, as she would like to glean as much knowledge from Mrs. Kelly as possible before she leaves. Mrs. Mills added that they are phasing Heike Petersen out as well, and she and Lindsey Blackwelder are picking up what they can. She hopes to have both Ms. Petersen and Mrs. Kelly off the payroll before the end of the year.

Mrs. Mills said that Emergency Manager Ken Stroud asked her about the message board, and they should have it in a couple of weeks.

Lastly, she told the commissioners that they passed on the school nurse program as they felt it wasn't feasible at this time.

The Board discussed the process for the county to become a Certified Local Government for historic preservation, Mr. Piper stating that it seemed like it would be quite a process. He met with Mark Rodman, the Director of Preservation Programs with History Colorado, who read the Board's resolution and explained the county's part in the process. First, the Board could not also be the deciding board; it would have to be made up of an archaeologist, a historian, and an architect. If they couldn't find such people to sit on the board, they would have to appoint others. They would also have to draft an ordinance. Mr. Stone wanted to know if any other counties had done it, and Mr. Piper told him that less than eight had completed the process, although several municipalities have. He did see that there would be some benefits, but it would take a lot of time and effort. Mr. Rodman didn't believe that Janet Kravig's project would be big enough to be put on the national registry, but he thought that there might be other properties in the county that would qualify.

Mr. Stone asked if there were any way for someone to look at the property Mrs. Kravig wanted to designate as a historical site to see if it would even be eligible before they went through the entire process. He added that to receive the designation he'd think the building should also be on the original site, and since they've moved the school buildings, he didn't know if it would meet the requirements. Mr. Piper asked if the commissioners wanted to meet with Mr. Rodman, but they agreed they had too many projects going at this time.

Mr. Stone reported receiving a phone call on July 24 from a representative with Maverick Steel about the fairgrounds building bid. The conversation raised some questions regarding the assumed low bidder for the project.

Mr. Schiffers reported receiving the call on July 24 from Maverick Steel as well. He checked roads on July 25, and they got their new loader in yesterday. The hydraulic pump went out of their tractor so they talked about trading it off, although they'll have to fix it first.

Mr. Kimble asked if there'd been any hint of legal action in the phone calls the commissioners received regarding the bid, but there was none.

Mr. Burgess asked if the county could go to state bid on tractors like they do pickups, and Mr. Stone answered that they'd be obligated to buy whatever brand was for sale and wouldn't have an option to buy what they wanted if they did.

Mr. Burgess reported checking roads with Bruce Walters on July 25. He drove to Lubbock on July 26 for the Ports-to-Plains meeting on July 27. There was rain north of Arriba that ran across County Road 41, so Bruce closed it between County Road 3U and County Road 3X. After the previous day's meeting, Mr. Burgess got a call regarding building in Lincoln County and will inform Land Use about it. Earlier this morning, Mr. Burgess stopped by the landfill to check on things and see how Mick Jaques was doing. He told Mick they would probably see quite a bit of trash, shingles, and other debris at the landfill in the next few weeks because of the recent storms. They also spoke about them using the "green machine" more. Mr. Burgess also talked to Bruce who told him they took the belly dump to Denver to have it fixed.

Mr. Kimble reported that he is still watching the case that the inmate filed against the sheriff's office, stating that cases usually get dismissed after a motion for summary judgment is filed, which occurred on July 20. He added that it would most likely be late fall before they know if the case was dismissed.

Mr. Kimble said he might know more by the end of the week regarding the investigation of the Limon Ambulance dispute, but the attorney has looked at everything they sent. If asked, the commissioners should continue to tell people that it is under investigation.

Mr. Kimble reviewed the contract with VAP Construction, the apparent low bidder on constructing a metal building at the fairgrounds. The group reviewed the bids and discussed the foundation in depth, including the needed amount of concrete based on the results of the soil tests. Some bidders included their estimate, but VAP Construction only noted that "If soils report and engineered plans call for increased pier sizes, then price of concrete will be adjusted according to plan specifications." The commissioners agreed the comment was a bit vague and were concerned that it might increase the amount of the bid considerably. Mr. Kimble told them that they have the right to reject any and all bids and to accept the responsible bid. It appeared that what VAP Construction submitted was more of a contract, and he added that it seemed a little gray regarding the warranties as well. If the commissioners were determined to accept the bid, they could always give Mr. Vap a counter-contract specifying more details and leaving out the note. Mr. Burgess said if there was that much of a disparity, they should talk to Jeff Vap, and Mr. Kimble commented that they didn't want to get into the middle of the project and have them start submitting change orders. He asked if any other bidder had included what they thought the concrete would cost and learned that Structures Unlimited had.

Mr. Burgess stated that item number nine in the bid request specifically requires that the contractor is responsible for soil tests to determine the size of the concrete pillars. Mr. Kimble

asked if the commissioners felt that all of the other bidders addressed their questions regarding the size of the pillars, but they agreed that only Structures Unlimited and Maverick Steel did it to their satisfaction. After looking at the page listing Maverick Steel's add-on's, which were "cost of payment/performance bond required," "installation of 9' x 20' white vents w/flat skirt x 4," and "installation of 900 if 1' overhang to all walls" and totaled over \$43,000, Mr. Burgess said it put their bid approximately \$13,000 higher than the bid from Structures Unlimited.

Mr. Kimble advised that the county could reject the bid from VAP Construction because it was too speculative and risky based on the note regarding adjusting the cost of the concrete. He added that the commissioners would want to enter into a contract with the contractor they chose and that the agreement should address the required warranties, timeframe, and completion date of the building, as well as a set price that both parties agreed to.

While reviewing the bid from Structures Unlimited again, Mr. Burgess noted that it included crossbars between the concrete pillars, which prompted the group to discuss their necessity. Mr. Burgess said that Bart O'Dwyer, owner of Structures, had mentioned tie bars the day they did the walk-through at the fairgrounds, saying they were important because they would keep the foundation from spreading. He also noticed that Structures' bid included 9' x 9' concrete piers, where the VAP Construction bid showed the piers to be 4' x 4'. The group agreed that 9' might be too big, but they also felt that 4' wasn't big enough. Mr. Burgess said he thought they should withdraw the consideration of the bid from VAP Construction based on too many unanswered questions. Mr. Stone felt they owed Mr. Vap a phone call to discuss it with him.

After speaking briefly with Jeff Vap about the note on his bid, Mr. Kimble asked that he clarify that there were no crossties in his bid. He didn't have the bid in front of him, but Mr. Vap said they weren't included if they weren't in the bid specifications. He added that their engineer told them that with lean-tos they could oversize the piers and that would alleviate any chance of spreading. They bid the project to industry standard, so if there were a change order, it would be for the concrete, not the labor, which he guessed would be \$1,300.

The commissioners agreed to think about it more over lunch, and Mr. Stone adjourned the meeting until 2:00 p.m.

When the meeting re-convened, County Treasurer Jim Covington was there with his six-month report for the Board to review. When Mr. Covington left, Mr. Piper reported receiving preliminary valuation numbers from the assessor's office and asked if the Board wanted to consider granting cost-of-living raises to employees in 2019. Mr. Burgess made a motion to allow two step cost-of-living raises to all full-time employees and a fifty cent increase to all hourly employees for the 2019 budget. Mr. Schiffers seconded the motion, which carried unanimously.

Mr. Piper asked if the commissioners wanted to close county offices at noon the Friday of fair, August 10, 2018, as was customary. The Board agreed.

The discussion returned to which bid to accept for the fairgrounds building, and Mr. Burgess said he'd contacted a neutral professional engineer over the lunch hour and asked his opinion about including crossties in the foundation to prevent spreading. The party told him it wouldn't make sense *not* to have them. The group also discussed if the \$1,300 Mr. Vap quoted for the concrete pillars was \$1,300 total or \$1,300 per pier, which would make a huge difference.

Mr. Burgess made a motion to award the bid for construction of a metal barn/building at the fairgrounds to Structures Unlimited for \$412,075, based on other information the commissioners had gathered since the initial bid opening. Mr. Schifferns seconded the motion, which carried unanimously. The commissioners placed a call to Bart O'Dwyer, informed him of their decision, and told him the county attorney would draw up a contract for both parties to sign.

As for old business, Mr. Burgess said he would contact the person who put in the scale deck at Northern Ag and see if it could have load cells under it. If not, maybe he'd be able to recommend where the county could purchase some used scales for the landfill.

Former Land Use Administrator Trey James offered to come in periodically to help his replacement and will continue to perform inspections until Mr. Lundy gets his license, and the Board agreed he should receive compensation for his time. Mr. Schifferns made a motion to pay Trey James \$30 per hour and reimburse his mileage while he trains Fred Lundy and building inspections for the county. Mr. Burgess seconded the motion, which carried unanimously.

The commissioners approved several more expense vouchers and then, with no further business to come before the Board, Mr. Stone adjourned the meeting until 9:00 a.m. on August 7, 2018.

Corinne M. Lengel, Clerk to the Board

Doug Stone, Chairman