

Board of County Commissioners of Lincoln County
Agenda for December 17, 2018

- 9:00 Call to order and Pledge of Allegiance
- 10:00 Jobeth Mills, Public Health Director, to present the November, 2018 Public Health Agency's monthly report and to present a Five-Year Community Assessment
- 10:30 Travis Taylor and Christine Schinzel, with the Lincoln County CSU Extension Office, to discuss implementing a sanitation station at the new fairgrounds building
- 11:00 Chris Monks, District One Road Foreman, to present bids/quotes for compactor repairs
- 11:30 Pursuant to Colorado Revised Statutes § 17-26-126, conduct an on-site examination of the county jail
1. Approve the minutes from the December 7, 2018 meeting
 2. Review the November, 2018, Statement of Revenues and Expenditures for County General, Public Health, Capital Projects, Conservation Trust, E911, Landfill, Library, Lodging/Tourism, Road and Bridge and Individual Road Districts
 3. Review the November, 2018, reports from the County Assessor, County Clerk & Recorder, County Sheriff and County Treasurer
 4. Review the November, 2018, reports from the Colorado Counties Casualty and Property Pool and the County Workers' Compensation Pool
 5. Review and act upon a funding match commitment letter for the Northeast Colorado Regional Hazard Mitigation Plan
 6. Review and act upon a credit application to purchase products from Orolia
 7. Discuss the appointments to the Prairie Development Corporation Board
 8. Review and act upon the 2019 pay scales
 9. Review the 2019 Lincoln County Personnel Manual
 10. County Commissioner reports
 11. County Attorney's report
 12. County Administrator's report
 13. Old Business
 14. New Business

The Board of Lincoln County Commissioners met at 9:00 a.m. on December 17, 2018. The following attended: Chairman Doug Stone, Commissioners Ed Schiffers and Steve Burgess, County Administrator Jacob Piper, County Attorney Stan Kimble, and Clerk to the Board Corinne M. Lengel.

Chairman Stone called the meeting to order and asked Mr. Kimble to lead the Pledge of Allegiance.

Mr. Burgess made a motion to approve the minutes from the meeting held on December 7, 2018, as submitted. Mr. Schiffers seconded the motion, which carried unanimously.

The Board reviewed the November 2018 Statements of Revenues and Expenditures for the County General, Public Health, Capital Projects, Conservation Trust, E911, Landfill, Library, Lodging/Tourism, and Road & Bridge funds, as well as for the individual road districts. Also reviewed were the November 2018 reports from the Assessor, Clerk & Recorder, Sheriff, and Treasurer.

Mr. Piper said he didn't receive the November 2018 report from the County Worker's Compensation, but the commissioners reviewed the Colorado Counties Casualty and Property Pool report from November.

The Board reviewed a funding match commitment letter to the State Hazard Mitigation Officer with the Colorado Division of Homeland Security & Emergency Management regarding the Northeast Colorado Regional Hazard Mitigation Plan. If awarded an HMA Planning Grant, the county would provide local in-kind services in place of cash funds for at least \$1,794.26 via staff time and a local cash match of \$1,500. Mr. Burgess made a motion to sign the funding match commitment letter. Mr. Schiffers seconded the motion, which carried unanimously.

Mr. Piper said that the credit application to purchase products from Orolia was a request from Emergency Manager Ken Stroud, and the purpose was to give the company the county's tax-exempt information and provide the county's accounts payable process. He asked if the Board would prefer to have Mr. Stroud explain it, and when they agreed they'd like to speak with him, Mr. Piper sent him a text message.

Mr. Burgess said that he and Robert Safranek would continue to serve on the Prairie Development Corporation Board.

After reviewing the 2019 pay scales, Mr. Burgess made a motion to approve them. Mr. Schiffers seconded the motion, which carried unanimously.

Mr. Stroud arrived to explain the credit application with Orolia and said that it was for the \$8,500 expenditure of the Spectracom clock system that the 911 Authority Board approved. The application would allow the company to open an account for the county and subsequently bill for the equipment upon installation next year. The expense will come out of the 2019 E911

budget. Mr. Schiffers made a motion to approve the credit application to purchase products from Orolia. Mr. Burgess seconded the motion, which carried unanimously.

Mr. Stroud informed the Board that in October of 2017, Richard Johnson had an on-site OEM audit, and there were several things he needed to address, presumably between January and June of 2018. Mr. Stroud just became aware of the audit and said he'd contacted Homeland Security to let them know he was new to the position. Specifically, they would like to see how the county handles personal information (PI) and what the county's records retention policy is. Mr. Stroud said he'd like to create a policy explicitly for OEM since other departments' policies would not apply. Mr. Kimble said he would provide input.

Mr. Burgess told Mr. Stroud that he might want to come back to the meeting at 10:30 a.m. if he had time to sit in on the discussion regarding a sanitation station at the fairgrounds. Mr. Stroud said he'd be back.

The commissioners looked over changes made to the 2019 Personnel Policy but agreed they'd like to take more time with it. They tabled further discussion until December 28.

At 10:00 a.m., Public Health Director Jobeth Mills met with the Board to give her monthly report and to present the Five-Year Community Assessment. Darcy Janssen and Ken Stroud arrived midway through Mrs. Mills' report. When finished, Mrs. Mills said that along with a weight loss program they are starting on January 14, they'd like to set up a work-out program that would begin the week following that. They'd like to use the fairgrounds but wanted to know if having participants sign a waiver would suffice for the liability. While Mr. Kimble looked at the waiver, Mr. Burgess asked how the drug drop-boxes were working out. Mrs. Mills said that Hoffman Drug has one, and they hope to get one at Ben's Family Pharmacy. They have specific requirements, such as that a pharmacy has to oversee the box, so they cannot put them just anywhere. Mr. Kimble said that the waiver appeared as good as any he'd seen, but the county's insurance carrier should also provide feedback. He added that a waiver would never protect the county against gross negligence and recommended that they check with CTSI.

Mrs. Mills stayed for the discussion at 10:30 a.m. with Travis Taylor and Christine Schinzel regarding implementing a sanitation station at the new fairgrounds building. Mr. Taylor said that he and Ms. Schinzel attended the Consumer Protection Workshop where they learned of a salmonella outbreak at the Arapahoe County fair. Several cases were reported, and the area they could best pinpoint it to was the swine barn. Mr. Taylor said the county has the perfect opportunity to be proactive, and he and Ms. Schinzel would like to create several warning signs for the new building. He added that they might be able to add a hand-washing station at the exit of the barn. He wanted to know if they could direct the gray water into the same wastewater that goes to the wash rack by putting in an exit tube on the southeast corner of the barn.

Mrs. Janssen asked if hand sanitizer stations would be helpful, but Mr. Taylor said that more people prefer soap and water. Mr. Stroud asked if they would capture the wastewater or route it out, and Mr. Burgess said they would route it away from the buildings toward the creek.

Mr. Taylor said if they could find something that would be easy to use with minimal maintenance, it would be preferable to renting a portable station that someone would have to take care of consistently. He added that some general signs would help to start with, but Mr. Stone stated that they might as well do it while they are putting in the building. Mr. Taylor said they definitely should provide the service to participants during the fair since it is a public event, but they wouldn't necessarily have to provide it during private events.

Mr. Kimble asked if other counties were providing wash stations, and Ms. Schinzel told him that there are several court cases relating to the issue. The minimum standard is to create basic protocol and post signs since people might not know the risks. Mr. Kimble addressed the commissioners, stating that they do have a duty to safeguard the public from potential issues, and the question in court would be what they did to minimize the threat.

Mr. Taylor said they should also put something on the other side of the track, and the Board agreed that now would be the time to take care of it.

Mr. Stone told Mr. Taylor that Wendy Simmons wanted to give up her spot on the fair board and asked if he had any recommendations for replacements. Ms. Schinzel commented that John Palmer said he had some people who might be interested, so Mr. Stone said he'd speak with Mr. Palmer.

Mr. Taylor informed the Board he'd accepted the Livestock Extension Specialist position for the Golden Plains area and would leave his employment with Lincoln County by June 3. He said he would help as much as he could with preparations for the 2019 fair, but that the opportunity would give him a chance to do mainly livestock programming for the five counties in that region.

At 11:00 a.m., District One Road Foreman Chris Monks met with the Board to discuss repairs to the compactor at the landfill. Mr. Burgess said it would have to be taken to CAT for the repairs, and since they had several problems with the county's trailer the last time they tried to transport the machine, his suggestion would be to pay the \$700 for Wagner Equipment to come out and pick it up. Mr. Monks suggesting doing a complete overhaul of the unit while they had the engine out, so the quote he presented for repairs totaled \$36,485.24. Mr. Schiffers asked what a new machine would cost, and Mr. Burgess said he'd seen a used one with more hours on it than theirs on sale for over \$300,000. He assumed a new one would be at least half a million or more.

Mr. Burgess made a motion to approve the quote from Wagner Equipment to fix the landfill compactor. Mr. Schiffers seconded the motion, which carried unanimously.

Mr. Monks said he'd get another three loads of fuel soon as the price was down in the \$2.20's.

The group discussed the Castle Rock Construction I-70 project set to begin around the first of April, and then the commissioners left to conduct an on-site examination of the county jail according to 17-26-126, C.R.S.

When the meeting reconvened at 1:15 p.m., Mr. Stone called for commissioner reports.

Mr. Burgess reported taking the bid sheet for the weed chemicals to Terry Saffer on December 10. He also talked to the John Deere mechanic about their road graders and Chris Monks about the compactor. On December 11, he went by the fairgrounds where Structures was starting work on the new building. District Two is having problems with their MACK truck again and plan to trade it off. On the Twelfth, Mr. Burgess met with Chris Monks and Ralph Bell regarding the I-70 project. They were setting forms at the fairgrounds that day as well, and he discussed the purchase of one of District One's trucks. District Two will buy it for \$15,000. Mr. Burgess stopped by the fairgrounds again on December 13 to check on the progress there. He also talked with Bob Johnson about where the county could store the millings from the I-70 project and got permission to use the state property south of the Arriba rest area. They poured concrete at the fairgrounds on December 14. Mr. Burgess said he got a call from Mr. Piper that day regarding setting up the executive session meeting with Kevin Stansbury on December 18. He checked with Bruce Walters about gravel earlier this morning and reported that Bart O'Dwyer told him he would pour a six-inch pad of concrete under the new hog barn instead of the agreed-upon four inches. Mr. O'Dwyer will donate the additional two inches of concrete since it was his suggestion and wasn't part of the original bid.

Mr. Stone reported getting a call from Ryan Britten asking if the county would be willing to take over the demolition derby at the county fair. He told Mr. Stone that if the county put up the money, he would help with the rest of the event. The group agreed it would be a massive undertaking for someone, and Mr. Kimble commented that the county's insurance carrier might not like it.

Mr. Schifferns reported making and receiving several phone calls since the last meeting. Tyler Anderson called on behalf of the Arriba Fire Department to ask if they could increase their mill levy to raise money. Mr. Schifferns gave him some phone numbers of people to call, but the group agreed they might have to hold another election. Mr. Schifferns said he called several of the members on the various county boards that were assigned to him to see if they would be willing to serve again. He did some research on the Community Facility grant application and had a question regarding the county's policy when it came to hauling sand and gravel for a private party. Lastly, Mr. Schifferns stopped by the fairgrounds to check on the progress of the building and also talked to Chris Monks about selling the belly dump to District Two.

Mr. Kimble reported receiving a call from Xcel Energy attorney John Lupo, who told him the county should expect to see an application from Tradewinds for transmission lines coming from Cheyenne County sometime in the near future.

Mr. Kimble also looked into some CORA requests from Bart Miller, the attorney for the Limon Ambulance Service. Mr. Miller asked for the minutes from the meeting on December 7 and the meeting where the commissioners originally met with members of the Limon Area Fire Protection District, as well as for a copy of the audio recordings. Mr. Kimble said the only audio recording was of the executive session and it was not a public record.

Mr. Kimble also reported speaking with Brian Betner, the attorney for Lincoln Community Hospital. He told Mr. Betner that the commissioners needed to know about the hospital's procedures and if the million dollars they requested would make a difference in the overall picture. He also mentioned the possibility of the hospital forming a special district or becoming a non-profit organization, and felt that Mr. Betner seemed interested in the prospect. In exchange for the short-term loan of funds, the hospital would agree to enter into an MOU for a Transformation Plan. Mr. Kimble concluded by saying that most county hospitals disappeared in the late '70s or early '80s.

Mr. Burgess made a motion to approve the Razor's Edge Livestock, LLC contract for the 2019 rodeo. Mr. Schiffers seconded the motion, which carried unanimously.

With no further business to come before the Board, Mr. Stone adjourned the meeting until 9:00 a.m. on December 18, 2018, at which time the commissioners will meet for an executive session regarding Lincoln Community Hospital.

Corinne M. Lengel, Clerk to the Board

Douglas D. Stone, Chairman