

Board of County Commissioners of Lincoln County
Agenda for January 30, 2019

- 9:00 Call to order and Pledge of Allegiance
- 9:30 Receive and review sealed bids for work on Phase 2 of the doors and windows for the Lincoln County Roundhouse
- 10:00 Chris Monks, District One Road Foreman, to discuss Road and Bridge matters
- 10:30 Troy McCue, Lincoln County Economic Development Corporation Executive Director, to present an incentive agreement between Lincoln County and Wausau Supply Company
1. Approve the minutes from the January 17, 2019 meeting
 2. Review the monthly management report from the First National Bank Omaha
 3. Review and act upon the Colorado Parks and Wildlife Impact Assistance Grant Application
 4. Review and act upon the Colorado Professional Rodeo Association Agreement for Sanction and Approval
 5. Review and act upon a Memorandum of Understanding between Lincoln County Public Health and Ben's Pharmacy
 6. Discuss a proposal from Titan LED Lighting Solutions regarding lights for the Lincoln County Courthouse
 7. Old Business
 8. New Business
 9. Approve payroll and expense vouchers

The Board of Lincoln County Commissioners met at 9:00 a.m. on January 30, 2019. The following attended: Chairman Ed Schifferns, Commissioners Steve Burgess and Doug Stone, County Administrator Jacob Piper, and Clerk to the Board Corinne M. Lengel. Juliet Lundy with the Eastern Colorado Plainsman/Limon Leader attended until 11:30 a.m.

Chairman Schifferns called the meeting to order and asked Mrs. Lengel to lead the Pledge of Allegiance.

Mr. Stone made a motion to approve the minutes from the meeting held on January 30, 2019, as submitted. Mr. Burgess seconded the motion, which carried unanimously.

The Board reviewed the monthly management report from the First National Bank of Omaha and the Colorado Parks and Wildlife Impact Assistance grant application. Mr. Stone made a motion to approve the grant application, and Mr. Burgess seconded the motion, which carried unanimously. Also reviewed was the Colorado Professional Rodeo Association Agreement for Sanction and Approval, which Mr. Burgess made a motion to sign. Mr. Stone seconded the motion, and it carried unanimously.

The Board tabled action on the MOU between Public Health and Ben's Family Pharmacy until they could get input from Public Health Director JoBeth Mills.

At 9:30 a.m., Roxie Devers, J.R. Keller with Pratum Construction, LLC, and Chris Fox who is a member of Roundhouse Preservation, Inc., attended the bid opening for work on Phase 2 of the doors and windows project at the Hugo Union Pacific Railroad Roundhouse. The commissioners received two bids; one from Pratum Construction and the other from Spectrum General Contractors, Inc. Respectively, the proposals were for \$510,330 and \$388,136. Mrs. Devers offered to make sure the figures added up and that the bidders included all the required paperwork before the Board made a decision. While she did so, the Board called Public Health Director Jobeth Mills to discuss the MOU with Ben's Family Pharmacy.

Mrs. Mills explained that the state gave Public Health money on the EPR side for staff members to receive antibiotics in the event of an emergency outbreak. Since the meds expire, the department contracted with Ben's Family Pharmacy to provide antibiotics in case they ever need them. That way, Public Health doesn't have to continually discard outdated drugs since the pharmacy can continue to use and replenish their supply. She added that Ben Ferree has the same MOU with Kit Carson County.

Mr. Piper asked if Hoffman Drug could do it for them, and Mrs. Mills responded that she chose Ben's because Mr. Ferree was willing to do it. If there's ever the need to use the antibiotics, the state will reimburse the pharmacy for what they dispensed.

Mr. Burgess made a motion to approve the Memorandum of Understanding between Lincoln County Public Health and Ben's Family Pharmacy. Mr. Stone seconded the motion, which carried unanimously.

The Board discussed a proposal from Titan LED Lighting Solutions regarding lights for the Lincoln County courthouse. Mr. Piper said that Stephen Hodges amended the bid to include a discount of 25% off of the materials instead of the 20% in the original proposal, dropping the total to \$144,398.25. Mr. Burgess said he'd talked to George Ehlers with K.C. Electric Association about the rebates. Mr. Ehlers seemed to think that the county would be eligible for two separate rebates since the courthouse would be retrofit and the new fair building would be a different project. Mr. Burgess also felt that the county was required to seek bids on any project over \$50,000. Mr. Stone said that was only for labor, and the labor charge in Mr. Hodges' proposal was \$41,027.38. Both he and Mr. Schifferns agreed that it would be best to use an electrician who was familiar with the product.

Mr. Piper called Mr. Hodges to ask if he'd be stopping by, but he was traveling from Texas and said it wouldn't be until 3:00 p.m. or after. He suggested the Board ask their questions while he was driving, as Ron Pittmann with Accord Electric was with him. Mr. Burgess asked if he could break the proposal out by project, and Mr. Hodges said he could separate them into three; one for the main courthouse, one for the courts, and one for the jail. The Board agreed it would be best to have them split out and asked Mr. Hodges if he could separate the labor costs as well. He said he would and added that as far as the fairgrounds project was concerned, the county could use local electricians if they chose; Titan would supply only the product. He promised to email new contracts to Mr. Piper who asked if it would be cheaper if the county paid cash. Mr. Hodges told him that there was a 2% discount for cash that they call a rebate; even though the county pays the full amount up front, the company will reimburse the difference. Mr. Pittmann said he would match the 2% discount on the labor as well. The Board agreed to table further discussion until they received the updated quotes.

At 10:00 a.m., District One Road Foreman Chris Monks met with the Board to discuss Road & Bridge matters. He is still having problems with several areas of county roads torn up by Mortensen during the most recent wind tower project, but Jerry Kelly seemed more interested in starting the new Cheyenne Ridge project than fixing the roads. Mr. Monks told him they needed to finish one before starting another. Mr. Burgess said adding a stipulation that county roads had to be put back in their previous condition within three-to-six months after a project completion would be a good thing to add to future road agreements.

Mr. Monks shared an email he received from Jeffrey Belveal with Colorado Parks and Wildlife regarding ownership of the road at the Hugo State Wildlife Area. Mr. Belveal asked who owns the section of County Road 34.2 that passes through the Area from County Road 2G on the north and County Road 26 on the southeast. He also wanted to know if CPW could close the road as part of the management of their property if they owned it, or if they could take ownership of that particular section if it didn't already belong to them.

Mr. Stone wanted to know how people would get to the south fishing ponds if the road were closed, and Mr. Monks said it was his understanding that they only wanted to close the road during hunting season. He told Mr. Belveal that he would need to ask the commissioners since it is an unmaintained county road and that they might possibly need to seek legal counsel. The

Board agreed it was a question for Mr. Kimble. Mr. Monks said he wasn't sure how CPW would keep people from just driving in the pasture if they did close the road. Mr. Burgess commented that it might give them the authority to issue a ticket that way. Mr. Schifferns said the county doesn't close roads as a practice, and Mr. Burgess asked if the road is on state land and if anyone else uses it for access. Mr. Monks said it is state land but was unsure about access.

While Mr. Monks was still there, Mr. Burgess discussed some of the dirt work and the placement of the waterlines at the new fairgrounds building.

Lastly, Mr. Monks said he'd ordered three more loads of fuel at \$2.09 per gallon.

Mrs. Devers returned to say that the figures in the bids on the roundhouse project were correct but that there would be other paperwork required. Start date would depend on how long CDOT's contract process takes. She asked if the Board wanted her to do the paperwork once Mr. Piper notified the contractors who got the job. There will be payroll to complete this time, and according to Dave Whitman, Mrs. Devers said if the work is on site, Davis-Bacon applies so there could be different rates.

Mr. Stone made a motion to accept the \$388,136 bid from Spectrum General Contractors, Inc. for work on Phase 2 of the doors and windows project at the Hugo Union Pacific Railroad Roundhouse contingent upon submittal of the remaining required paperwork. Mr. Burgess seconded the motion, which carried unanimously.

Mrs. Devers said that the contractor must submit some of the forms by 4:30 p.m. on the fifth day after the bid opening, so she asked that Mr. Piper email Chris Sella that the commissioners accepted Spectrum's bid. Mr. Piper said he'd probably call him later in the day if he had time.

At 10:30 a.m., Economic Development Corporation Executive Director Troy McCue and VISTA Volunteer James Dingwall met with the Board regarding an incentive agreement between the county and Wausau Supply Company. Mr. McCue said that they should get \$5,000 per job they created, and they were starting with ten jobs. They'd like to go up to eighteen. The county gives incentives by way of property tax refunds; 70% on Real Property and 40% on Personal Property.

Mr. Burgess made a motion to approve the Economic Development Incentive Agreement with Wausau Supply Company. Mr. Stone seconded the motion, which carried unanimously.

Mr. Schifferns asked Mr. McCue for an update on the Genoa Tower. They're still discussing annexation and struggling with what to do about water and wastewater. They did have GMS, Inc. put together some numbers on what it would cost for a lift station. He added that they've decided not to follow the strict historical restoration guidelines but can somehow do a portion of their project within that frame.

When they had gone, the Board took a tour of the courthouse offices and then broke for lunch.

When the meeting reconvened at 1:35 p.m., Mr. Schifferns called for old business. Mr. Burgess had put together a bid specification sheet for the electrical work at the new fairgrounds building and asked the others to look it over. Mr. Stone said he'd ordered the panels and would get a final price from Big R later this evening. Mr. Piper commented that the county could use Conservation Trust Funds for the purchase.

As for new business, Mr. Piper informed the Board that he'd skipped a line in the administrative budget, but he recalculated everything and provided replacement pages.

Mr. Burgess also said he and Mr. Piper received phone calls from Linda Hoover regarding cardboard recycling. She'd learned of a place where the county could apply for grants, but the application is due on March 31. Mr. Schifferns said that he'd contacted Southeast and East Central Recycling, and they are considering putting cardboard receptacles in Limon. The Board agreed to wait and see if that happens since it would be much better than trying to find a place to collect it. Mr. Burgess said he would want people to take their cardboard to the landfill, but then they'd have to figure out what to do with it if residents actually took it there.

Mr. Burgess said he'd stopped at CTSI and talked with Alan Chapman about hiring someone as a contract laborer that he'd laid off from his regular job duties. Mr. Chapman said that the employee could be reinstated as an employee as long as he had specific responsibilities, but that he couldn't be paid as a contract laborer if the job they gave him wasn't his regular business. Mr. Burgess thought Mr. Chapman's comments brought up questions about other contracts the county might have and said he wanted to discuss it with Mr. Kimble.

Mrs. Lengel asked the commissioners if they remembered any specifications to the County Surveyor's duties when they hired Keith Westfall. She recalled that her recording clerk would contact him whenever she had a plat map to record, and he would come over and sign it. Mr. Westfall told her clerk that he would have to approve every plat map that gets recorded, but there are times when they are waiting two or three weeks for him to come over and sign something. The biggest issue is that they cannot give copies to anyone until he's done that, so the recording process is not complete. State statute dictates that recording must take place within twenty-four hours of receipt, which is not happening. Also, Mrs. Lengel said that if Mr. Westfall is saying he has to sign everything, then he should check in at least bi-weekly to find out if there is anything he needs to do and then do it in a timelier manner. Mr. Piper asked if the Board could tell him what to do since his position is an elected position. Mrs. Lengel said the commissioners appointed him so he should answer to someone since he isn't an elected official. The commissioners agreed to send Mr. Westfall a letter asking that he contact the clerk's office weekly to ask if there are any plat maps that he needs to sign. If so, he would need to come in within a couple of days and take care of them.

Mr. Piper said that Troy McCue gave him an annual Economic Development Corporation update and passed it on to the Board for them to review.

The commissioners approved the payroll for January 2019, as well as several expense vouchers for the month, and then completed a performance evaluation for janitor Jodi Mohan.

At 4:00 p.m., with no further business to come before the Board, Mr. Schifferns adjourned the meeting until 9:00 a.m. on January 31, 2019.

Corinne M. Lengel, Clerk to the Board

Ed E. Schifferns, Chairman