

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

9:00 Call to order and Pledge of Allegiance

9:30 Tom Nestor, Lincoln County Sheriff, to discuss personnel matters

10:00 Jobeth Mills, Public Health Director, and Ken Stroud, EPR Coordinator, to present an EPR contract and to present the May 2019 Public Health Agency's monthly report

1. Approve the minutes from the May 20, 2019 meeting
2. Approve the April, 2019, 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 monthly management report from the First National Bank Omaha
4. Discuss the rates at the Lincoln County Landfill regarding implementation of the weight scales
5. Old Business
6. New Business
7. Approve payroll and expense vouchers

The Board of Lincoln County Commissioners met at 9:00 a.m. on May 30, 2019. The following attended: Chairman Ed E. 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 12:25 p.m.

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

Mr. Stone made a motion to approve the minutes from the meeting held on May 20, 2019, as submitted. Mr. Burgess seconded the motion, which carried unanimously.

Mrs. Lengel asked for some time to discuss the Mag-lock and electrical bid she'd gotten for her office. Tim Hilferty contacted Fox's Electric, LLC and Dryland Electric and asked them to come to the Clerk's office to discuss the project. Both parties agreed they could install the magnetic door lock, but only Fox's Electric submitted a bid. Mrs. Lengel provided the proposal for the commissioners to review, stating that she had the money in her budget and would be happy to pay for it if necessary. Scott Witzel indicated to Mr. Hilferty that the labor in the bid might be a little high, but he didn't know how much time it would require until they started. Mrs. Lengel added that completing the work in one office would help other departments decide if they wanted to take the same course of action. The Board thought it was a good idea to get it done and asked if her office would require any other magnetic door locks. All the other doors are currently locked all day, so the main entrance to her office would be the only one she would need. Mr. Piper said there is still \$18,000 in the Repairs and Maintenance line item of the Grounds and Buildings budget. Mrs. Lengel repeated she would be happy to take it from her budget if they preferred to wait and see if other departments wanted to install the locks as well. Mr. Stone said it was a building maintenance item and should come from the Grounds and Buildings budget. Mr. Burgess made a motion to approve the \$1,731.02 bid from Fox's Electric, LLC to install a magnetic lock on the main entrance of the Clerk's office using money from the Grounds and Buildings budget. Mr. Stone seconded the motion, which carried unanimously.

Mrs. Lengel thanked the commissioners and said she would keep them updated.

The Board reviewed The April 2019 Statements of Revenues and Expenditures for the General, Public Health, Capital Projects, Conservation Trust, E911, Landfill, Library, Lodging/Tourism, and Road & Bridge funds, as well as for the individual road districts. The commissioners also reviewed the monthly management report from the First National Bank of Omaha.

At 9:30 a.m., Sheriff Tom Nestor, Undersheriff Gordon Nall, and Jail Captain Michael Yowell met with the Board to discuss personnel matters. Captain Yowell apologized to the commissioners, stating that he neglected to include a justification sheet at budget time for Coley Britton's promotion, which they promised him when he became P.O.S.T. certified. Corporal Britton recently completed the certification, and the captain said he would like to move him up to Level 3, which is the level on the pay scale for Correctional Officer III and road deputies. Undersheriff

Nall put in that it helped to have P.O.S.T certified officers in the jail as the road deputies don't have to spend as much of their time there.

Mr. Burgess made a motion to approve a promotion for Corporal Coley Britton to Level 3, Step 7 for six months after which he will automatically move to Level 3, Step 8. Mr. Stone seconded the motion. Mrs. Lengel asked what his new job title would be, and Sheriff Nestor said to use Correctional Officer III.

Sheriff Nestor asked if they could discuss vehicles, as they had a pursuit that resulted in some damage to the push bumper on a deputy's car on May 24. He got a quote of approximately \$3,000 from Steve's Auto Body, so he decided that they would take the vehicle to an up-fitter and have them fix it for about \$1,000. Deputies also responded to help Limon P.D. earlier in the week during the rain/hail storm. Two vehicles went off the road, hitting several T-posts. One car suffered minor damage to the door handle, front fender, and rear door, but it's mainly cosmetic and would take about \$1,500 to repair it. The car is currently at Transwest where they are replacing the door handle, balancing the tires, and re-aligning the vehicle. The SUV had more extensive damage since some of the airbags deployed. It is not drivable at this point and will cost around \$8,800 to fix it. Mr. Piper asked if they completed an accident report that he could turn into the insurance company, and Undersheriff Nall told him that CSP covered both accidents and filed reports.

Mr. Schifferns wanted to know if the sheriff could trade for another vehicle now so they could have a backup, but Sheriff Nestor said they usually have a spare; it's just that they've had a lot of problems with their cars so far this year. The undersheriff added that they would get the new Silverado back next week, so they should have enough vehicles to cover everyone. He added that the transport van is still almost three weeks out because they had to make the insert from scratch. Sheriff Nestor told the Board that three of their vehicles would each have over 100,000 miles on them next year. Undersheriff Nall said they only bought one patrol car in 2018 since they purchased the command vehicle.

As for County Road 2A, Sheriff Nestor said deputies looked at it and provided dash-cam and body-cam footage showing there are no problems with opening the gates on the road as Robert Breault indicated. There are three gates and one cattle guard, and the sheriff said the gates are easy to open and they would have no issues or concerns with fire and medical personnel being able to respond to calls in the subdivision. The cattle guard seemed to be in good shape, and they saw nothing sharp on it that could damage a tire.

Mr. Piper said that Mr. Breault was back in his office the previous day wanting to know how wide a right-of-way has to be by county standards. The sheriff said that it's a minor secondary road, so there isn't one. There are also no fences in the middle of County Road 2A according to the sheriff.

Undersheriff Nall asked if it was okay to have the 2017 Ford Explorer fixed by Steve's Auto Body, and the commissioners agreed to have it repaired.

Mr. Burgess asked Sheriff Nestor about his ice machine, and the sheriff responded that he unhooked it and the Board just needed to let him know what they wanted to do with it.

Mr. Schifferns asked if all of the security was taken care of for the Ranch Rodeo, and Sheriff Nestor said it was.

At 10:00 a.m., the Board adjourned and reconvened as the Board of Public Health to meet with Public Health Director Jobeth Mills, EPR Coordinator Ken Stroud, and Regional EPR Coordinator Darcy Janssen. Mrs. Mills presented the EPR Contract, and Mrs. Janssen explained that the state increased the funds for the region by approximately \$9,000. The total contract for the new fiscal year is \$112,057.00. When Mrs. Mills commented that there was about \$15,000 left in this year's EPR budget, Mrs. Janssen said they would purchase a couple of desktop computers for her and Kelly Linnebur since they were both currently using laptops.

Mr. Burgess made a motion to sign the EPR Annual Contract for Public Health for \$112, 057.00. Mr. Stone seconded the motion, which carried unanimously.

Mrs. Mills gave the Public Health report for May and then provided the new STEPP grant for \$36,750, which will fund the tobacco program. Mr. Stone made a motion to approve the STEPP grant, Mr. Burgess seconded the motion, and it carried unanimously.

Mr. Stroud stated that they were working on deliverables for EPR and completed a Functionality Accessibility class to address specific needs in the event of an emergency. He added that Lincoln County was in better shape than they expected, and the state is looking at statewide outreach right now.

Mrs. Mills informed the Board that they hosted a Psychological First Aid class at the courthouse, and also participated in a mass fatality workshop in Kit Carson County. They've also been coordinating with a fiscal agent on their oxygen project, which would supply oxygen to Lincoln County on a local and regional level in an emergency. Estimated grant funds are around \$6,000. Mrs. Janssen explained that the grant would help with the upfront costs but wouldn't sustain the project, which was why Public Health was working with the fiscal agent. Mrs. Mills said they would present it to EMS when they get a little further into the project.

Lastly, Mrs. Mills told the commissioners that the state mandated a huge assessment with a completion date of July 10. They want to determine what public health agencies are doing, what projects they are working on, and what funding they are using. They will have the results in August.

Mr. Stone asked Mrs. Mills if she carried rattlesnake anti-venom at the office or if she knew if the hospital did, but Mrs. Mills said they didn't because it was so expensive; around \$10,000 per vial. She added that sometimes, people need more than one dose.

UC Health will come out on July 2 to give a Stop the Bleed class for county employees, and they will also do basic First Aid classes.

Mr. Schifferns asked Mrs. Mills if she knew anything about bat infestations, and the nurse responded that anytime they hear of a problem, they contact the game warden.

The Board adjourned as the Board of Public Health and reconvened as the Board of County Commissioners at 10:45 a.m.

Ken Stroud said that the grant was ready for the electronic message board, so as long as FEMA agreed to provide the funding, they should have the sign by the end of the summer. Mr. Stroud also informed the commissioners that Len Stone told Chris Monk that he might want to get rid of the repeater site at Genoa that the county and the school uses. He thought Mr. Stone might give the building to the county if the commissioners were willing to take over the electric bill, which runs about \$50 a month. Mr. Stroud will check with Mr. Stone to see if there are agreements that the county might have to take over. Mr. Burgess asked if he had any concerns with the building, and Mr. Stroud said he did not.

John Mohan stopped into the commissioners' room to tell them he wasn't impressed with the electricians completing the magnetic door lock installation in the Clerk's office, as he had several issues with the company when they did some electrical work at the annex. He added that he thought they were going to try and get local bids. Mrs. Lengel said that Mr. Hilferty had asked him for his opinion concerning the project, but Mr. Mohan had wanted nothing to do with it and that they also contacted Dryland Electric but never heard back from them. Mr. Stone told Mr. Mohan that they were only installing one lock in the Clerk's office at this time, but the commissioners would definitely request bids if all the other offices decided they wanted the door locks as well.

The Board discussed the rates at the county landfill due to the implementation of the new weight scales and agreed that they should continue to charge four times the local amount for all out-of-county and unsecured loads. Mr. Piper said he'd advertise in June, and the new rates would take effect on July 1.

Mr. Stone made a motion to accept the new landfill rates effective July 1, 2019. Mr. Burgess seconded the motion, which carried unanimously.

Mr. Stone asked the others if they'd heard anything from the public since the scales were put in at the landfill, but no one had. Mr. Piper provided the stats from the free landfill day, and Mr. Burgess commented that the county would have collected \$2,047 if they had charged for what patrons brought in that day.

The Board reviewed a resignation/thank you letter from CSU Extension Director Travis Taylor, and Mr. Stone said the job is now open to applicants.

Mr. Schifferns called for old business, and Mr. Burgess told him that District 2 did not grade the Bovina cemetery road as previously requested because it is a cow path through the pasture. He also spent \$250 at Ranchway Feeds in Fort Collins for a used traffic light for the landfill. New ones cost about \$400. The catwalk is in at the landfill and shouldn't take much in the way of installation since it is free-standing.

As for new business, Mr. Piper said that Mrs. Lengel asked for an increase to Andrea Hendricks's credit limit on her county credit card. Mrs. Hendricks attends election class the week of June 10 but also needed to register for the August conference where she and Mrs. Lengel will graduate with their CERA national election certification. Mrs. Lengel asked for a \$500 increase, but Mr. Burgess asked if that were enough. She told him that her chief deputy has a limit of \$2,500, so she didn't want Mrs. Hendricks' to be higher than that.

Mr. Burgess made a motion to increase Mindy Dutro's and Andrea Hendricks's credit limit to \$3,000 on their county credit cards. Mr. Stone seconded the motion, which carried unanimously.

Mr. Piper also received information on the Competitive Oil & Gas Lease Sale in June where Lincoln County has an interest.

Mr. Burgess asked Mrs. Lengel if the record indexing project were ever completed. Mrs. Lengel responded that she'd had recent conversations regarding the ERT grant money that's available and reminded the Board that she applied for and received \$36,000 in 2018. It will cost approximately another \$36,000 to complete the indexing of the remaining books, but since she didn't want to go over her budget, Mrs. Lengel felt it best to budget for the project in 2020 and then apply for the grant funding at the same time. That way, when the reimbursement came back into the General Fund, she wouldn't be out that money in her budget.

Mrs. Lengel also explained to the Board that they would see different reports when they approved the June payroll and Accounts Payable, as her office migrated entirely to the new accounting system this month. The commissioners also would no longer have to handle and sign payroll vouchers if they approved a spreadsheet created by her chief deputy. County Auditor Ronny Farmer agreed that vouchers were not necessary as long as there was proof of the expenditures and commissioner approval. The Board liked the new spreadsheet, and Mrs. Lengel said they hoped to get completely away from vouchers at some point but that it might take until the end of the year for staff to feel comfortable with that process.

The Board approved the May payroll and expense vouchers, and then Mr. Schifferns adjourned the meeting at 1:25 p.m.

Corinne M. Lengel, Clerk to the Board

Ed E. Schifferns, Chairman