

Board of County Commissioners of Lincoln County

Agenda for March 29, 2012

9:00 Call to order and Pledge of Allegiance

9:00 Bids will be opened for construction of a Road & Bridge shop in Karval

10:00 Public Health Director Marti Wooton and Sue Kelly, Public Health Director starting April 1, 2012, to present the monthly office report

11:15 Joel Johnson with Dicerros Asset Management to give a presentation on his company's services

1. Approve the minutes from the March 16, 2012 meeting
2. Review a revised Substitution or Waiver of Minimum Requirements for a Public Health Director for Sue Kelly using the substitution of experience for education rather than asking for a waiver of the minimum qualifications
3. Review and sign a Title VI Local Agency Assurance form stating that the county has a program in place that meets nondiscrimination obligations. This is required by CDOT for any local agency receiving federal funding.
4. Review the February reports of revenues and expenditures for County General, Public Health, Capital Projects, Conservation Trust, E911, Landfill, Library, Lodging/Tourism, Road & Bridge and the individual road districts
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 March 29, 2012. The following attended: Chairman Steve Burgess, Commissioner Gary Beedy, County Administrator Roxie Devers, and Clerk to the Board Corinne M. Lengel. Commissioner Ted Lyons was absent and excused. Will Bublitz with The Limon Leader and Eastern Colorado Plainsman attended from 9:30 a.m. until noon.

Chairman Burgess called the meeting to order and led the Pledge of Allegiance, and then bids were opened for construction of a Road & Bridge shop in Karval. Present for the bid opening were Roy Brossman, Shawn Smith, Doug Ratzlaff and Keith Andersen. Bids were as follows: Shawn Smith Construction, LLC - \$237,021.34; Colorado Construction Group - \$232,000.00; Superior Builders - \$225,346.20; and Structures Unlimited - \$189,011.00.

Two bids were received for electrical work; one from Leo's Electrical Services in the amount of \$19,450, and the other from Limon Electric in the amount of \$13,587. Mr. Beedy said that the latter bid did not include the line from the meter to the building and he would check to see if Leo's bid did include it. One bid for heating/cooling was received from Plains Heating and Air Conditioning in the amount of \$12,110.

Mr. Beedy will review all bids and make sure that they include everything he requested. He did comment that if the county continues to have projects put out for bid, it may be a good idea to develop a uniform bid sheet for everyone to follow.

Mr. Burgess asked Shawn Smith to stay and discuss the remodeling of the women's restroom facilities under the grandstands at the fairgrounds, commenting that he, Ms. Devers, and Ms. Lengel had looked at them the previous day as he had wanted some female input. They had all determined that an "L-shaped" partition should be built at the entryway for privacy, as well as a dressing area at the end of the shower. Shawn said that the original plans show a partition all the way from the shower to the opposite wall; it will be like the restroom stall walls so that it can be mopped under. Mr. Burgess also told Mr. Beedy that they had agreed to stucco from the east end of the grandstands to the east entryway into the grandstands.

Shawn said that the electrician had been gone for a family emergency, but he would be back in town today and would begin work on the lighting. For service and safety purposes, they plan to use flush-mount cam lights. Ms. Devers asked him to see if the electrician could also put a light above the east counter in the kitchen of the Ellis Allen building and Shawn said he would let him know.

Mr. Beedy made a motion to approve the minutes from the meeting held on March 16, 2012, as submitted. Mr. Burgess seconded the motion, which carried.

Mr. Beedy also made a motion to approve a revised Substitution or Waiver of Minimum Requirements for a Public Health Director for Sue Kelly using the substitution of experience for education, rather than asking for a waiver of the minimum qualifications. Mr. Burgess seconded the motion, which carried.

The Board reviewed a Title VI Local Agency Assurance form stating that the county has a program in place that meets nondiscrimination obligations, which is required by CDOT for any local agency receiving federal funding. Ms. Devers said it is because of federal funding being received for the roundhouse. Mr. Beedy made a motion to sign the Title VI Local Agency Assurance form, Mr. Burgess seconded the motion, and it carried.

At 10:00 a.m., Public Health Directors Marti Wooton and Sue Kelly met with the Board to give the monthly office report. First, Ms. Wooton was proud to present two plaques the department had received; one for Project Public Health Ready and the other for Reach Out and Read. Secondly, she stated that she had received the MOU for the Dental grant, but was still waiting on the check. They do have one more dental clinic coming up in Karval on April 18. Next, Ms. Wooton discussed the Section 317 Federal Funding changes slated for January 2013, stating that, as everywhere, they are facing significant budget cuts. They will be participating in a webinar today to learn more, but the funding allows public health agencies to give vaccine to children who may not be VFC eligible, and they will be discussing allowing public health to begin billing insurance companies. Ms. Kelly put in that she intended to go through the past year of records to see just how many patients they had seen who actually carried health insurance, adding that it may mean if a patient is covered they might have to be sent to another facility.

Ms. Kelly then discussed the Community Assessment Project, explaining that the requirement is to have a Public Health Improvement Plan in place by April 1, 2013. Other counties have used STRIDES, an organization that will come out and conduct a community health assessment for the county, but Ms. Kelly said she and Elbert County Public Health Director Kathy Sylvester didn't really agree with the idea, especially since the cost was between \$5,000 and \$10,000. She went on to say that ideas have included repeating the survey done by Tonda Scott in 2008 as a mailing and then getting stakeholders together to prioritize the areas of concern once those needs are determined. Both the hospital and Plains Medical Center are required to complete the assessment as well, but Ms. Kelly said that each organization's portion is too different for them to combine their sources. However, they do have a good, solid base of cooperative information. Ms. Kelly informed the Board that the funding from the contract can be used for personnel, facilitation, postage, supplies, and travel.

Ms. Wooton said Ms. Kelly is now registered in numerous databases, including CEDRS, PRS, VTRACKS, CIIS and CYSHCN, as well as having done the WIC training and attended the HCP conference and EPR training. She also has worked some with the budget.

Ms. Wooton also wanted to explain a clerical error, stating that she had overlooked the salary increase for Patricia Miller and that she should be making \$12.91 per hour rather than the \$12.75 per hour that she was paid in January, February and March. An adjustment will be made in order for Ms. Miller to get the \$52.96 owed to her.

Since Mary Ann Hays is actually paid \$13.00 per hour, which is between Steps 2 and 3 on the pay scale, Ms. Wooton said she would prefer to just keep her at that salary and not add her to the scale, but continue to give her cost of living increases.

As for the Medicare billing, Ms. Wooton said that the problem seems to just keep getting worse, as they have tried to put their fifty-five clients on the system but learned from IT specialist James Martin that the phones are not equipped for the hyper terminal they need. Ms. Kelly will continue to work with the system once Ms. Wooton retires.

Mr. Burgess said he'd spoken with Kendra Mulch who asked why Ms. Kelly wasn't being allowed to work more than three days a week and he had explained to her that it was Ms. Kelly's request to only work part time. Ms. Kelly stated that she had come to enjoy the job and the challenge and would not mind working more, but thinks once the training and meetings are behind her, things may slow down a little. Mr. Burgess asked that she keep the Board informed of how things are going, and they will continue to pay her on an hourly basis for now. Ms. Kelly said she'd looked over the budget and felt she could make it work.

The Board reviewed the February reports 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.

Mr. Burgess called for old business and Ms. Devers said they needed to make a decision on the vending machine in the courthouse owned by Mr. Albright. He will sell the machine to the county for \$2,000. Mr. Burgess will check into it further and a decision was tabled until the April 6 meeting.

Mr. Burgess also commented that a trustee had taken the decals off of the bookmobile and they could go look at it if there was time. Although they hadn't yet been able to get all the glue off, Mr. Burgess thinks it looks nice. He presented a quote from Neil Hummel for replacement decals and said that Julie Witt also intended to get him a price but hadn't yet done so, although she felt hers would be about \$500 cheaper. Neil Hummel's book decals would be multi-colored, but Mr. Burgess said Ms. Witt said theirs would be all blue. The Hummel quote, in the amount of \$1,248, included two fourteen foot "Lincoln County" signs with ten-inch letters, as well as the decals with the colored books. Mr. Beedy asked if TD Works had submitted a quote, but Mr. Burgess said he hadn't received anything from them.

Ms. Lengel presented information from several different companies regarding the plat map cabinets discussed in prior meetings, stating that most quotes were comparable and she preferred the company in Sheridan, Wyoming, especially since he had taken the time to send samples and had been very prompt about it. Mr. Burgess asked if there was room for the cabinets in the vault, and Ms. Lengel replied that they received the new storage cabinets and are currently cleaning things out and making room, not only for voting equipment, but to help out the oil and gas researchers, as well. Mr. Beedy made a motion to allow the Clerk's office to purchase two Enduro Plat Cabinets with 200 zipper-bottom envelopes, which will each hold four hundred plat maps, in the amount of \$11,354, to be taken from the Capital Projects budget. Mr. Burgess seconded the motion, which carried.

The Board discussed possible dates for a free day at the county landfill and Ms. Devers will send an ad to the newspapers toward the end of April.

Mr. Burgess said that Jail Corporal Zane Nestor thought they may need a new heater in the sally port, so he spoke with Sheriff Nestor who said he thought it might just be the fan. The sheriff said he would check into it.

Travis Taylor had given Ms. Devers a map of the fairgrounds that will be included in the fair book and wanted the commissioners to look it over before the books were printed. Both felt some changes may be needed regarding parking, and Mr. Burgess said he would add it to his list of things to discuss with Fairgrounds Manager Randy Monks at the next day's meeting.

Ms. Lengel informed the Board that she had learned earlier in the morning that the state plans on bringing three new pieces of equipment out for the driver examiner's office, possibly as early as May 14. She explained that there is no room for more equipment with the current set-up and asked if Travis Nall may be able to build some counters to compensate. Unfortunately, at the time, Ms. Lengel had no further information, but said she simply wanted the commissioners to be aware that something might have to be done rather quickly, although the state has been promising the new equipment for the past three years now.

At 11:15 a.m., Joel Johnson and Eric Hasbrook with Dicerros Asset Management met with the Board to give a presentation on the company's services. Commissioner Ted Lyons joined the conversation via telephone. Mr. Johnson began by explaining that Dicerros provides services to mineral and royalty interest owners, and that their main concern is to shield and protect those people from "watered-down" leases. They work alongside the big oil companies, advocating for higher lease rates and shorter lease terms, and since they work for the mineral owners they get paid by the mineral owners. Mr. Johnson said they have an average lease improvement rate of 26% in several counties they have worked in, as well as an average 50% decrease in term of lease. They also provide the mineral owners with provisions that will benefit them, such as information on the Pugh, Shut-in, Royalty, and Hold Harmless Clauses.

Mr. Lyons asked if they will work with mineral owners who have already signed leases, and Mr. Johnson stated that it is much easier for them to come in before the lease is signed, as it is much more difficult for them if it has already been done.

Mr. Lyons said he had asked the gentlemen to meet with the commissioners in the hope that the information could be put out to any mineral owners in the area who may be approached for leases on their rights and not know what to do. In the event this type of service is being sought out, Mr. Lyons felt that people would have some contact information. Mr. Bublitz will put an article in the newspaper.

Mr. Burgess asked how they had ever looked at Lincoln County to begin with, and Mr. Johnson responded that the geological and geophysical location is an excellent area to be in right now.

Mr. Beedy asked about terms of lease and what is considered to be a good length, as the county had just entered into a couple of different leases. Mr. Johnson responded that a three-year lease with a two-year option is generally a sufficient term, but stated that a Pugh Clause is critical.

The commissioners thanked the gentlemen for their time and presentation, and then took an early recess for lunch to look at the bookmobile.

When the meeting re-convened at 1:00 p.m., the commissioners approved the March payroll as well as expense vouchers for the month.

With no further business to come before the Board, the meeting was adjourned until 9:00 a.m. on March 30, 2012.

Corinne M. Lengel, Clerk to the Board

Steve Burgess, Chairman