

Board of County Commissioners of Lincoln County
Agenda for November 30, 2020

THIS MEETING WILL BE HELD VIA ZOOM. THE PUBLIC IS WELCOME TO ZOOM OR CALL IN TO THE MEETING, ALTHOUGH THE PUBLIC WILL BE MUTED UNTIL THE COMMISSIONERS ASK FOR PUBLIC COMMENT. PLEASE SEE BELOW FOR THE ZOOM LINK, CALL IN NUMBER, MEETING ID, AND PASSCODE.

- **Zoom link:**
<https://zoom.us/j/95966979379?pwd=T2crTFQ0ZTM0enZXdmorcXcrTEc0Zz09>
- **Call in number: +1 669 900 9128**
- **Meeting ID: 959 6697 9379**
- **Passcode: 793142**

9:30 Call to order

9:30 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

10:30 Kevin Stansbury, Lincoln Community Hospital CEO, to provide a LCH monthly report

1. Approve the minutes from the November 23, 2020, meeting
2. Review the October 2020 Statement of Revenues and Expenditures for County General, Public Health, Capital Projects, Conservation Trust, E911, Landfill, Library, Lodging/Tourism, Human Services, Road and Bridge and Individual Road Districts
3. Review the October 2020 reports from the County Assessor, County Clerk & Recorder, County Sheriff and County Treasurer
4. Review the October 2020 reports from the Colorado Counties Casualty and Property Pool and the Workers' Compensation Pool
5. Discuss board appointments and holidays for 2021
6. Schedule meeting dates for 2021
7. Discuss the upcoming BOCC meeting scheduled for December 7, 2020
8. County Commissioner reports
9. County Attorney's report
10. County Administrator's report
11. Old Business
12. New Business
13. Approve Payroll

The Board of Lincoln County Commissioners met at 9:30 a.m. on November 30, 2020, via Zoom/conference call. Those attending were Chairman Steve Burgess, Commissioners Ed E. Schifferns and Doug Stone, County Administrator Jacob Piper, County Attorney Stan Kimble, Clerk to the Board Corinne M. Lengel, and Juliet Lundy, with the Eastern Colorado Plainsman and Limon Leader. County Treasurer Jim Covington and Deputy Treasurer LaRay Patton, Gillian Laycock, Troy McCue, Kevin Stansbury and Angela Kobel, Patricia Phillips, and other unidentified parties also attended the meeting.

Mr. Burgess called the meeting to order and dispensed with the Pledge of Allegiance.

Mr. Schifferns moved to approve the minutes from the meeting held on November 23, 2020. Mr. Stone seconded the motion, which carried unanimously.

Mr. Stone moved to approve the minutes from the meeting held on November 18, 2020. Mr. Schifferns seconded the motion, which carried unanimously.

The Board had previously reviewed the following via email: October 2020 Statements of Revenues and Expenditures for the General, Public Health, Capital Projects, Conservation Trust, E911, Landfill, Library, Lodging/Tourism, Human Services, and Road & Bridge funds, as well as the individual road districts. They'd also looked over the October 2020 reports from the Assessor, Clerk and Recorder, Sheriff and Treasurer, and the Colorado Counties Casualty and Property and Workers' Compensation Pools.

Economic Development Executive Director Troy McCue gave his monthly report, stating that Kaiser Premier completed their assessment and could see some impressive savings if they become a user in the Foreign Trade Zone. They have decided to proceed, but Mr. McCue said there are still a couple of funding gaps. They lack \$750 from covering the entire assessment invoice submitted by Ryan, LLC, consultants out of Dallas. They also still need \$1,000 to cover the application costs that would get Kaiser's application formally submitted to the U.S. Department of Commerce. The city of Fort Morgan shouldered the most significant amount of the sponsorship, a total of \$6,000 so far. Mr. McCue asked if the county would be willing to put in a portion or all of the remaining \$1,750.

Mr. Burgess asked how sure he was that Kaiser would go forward with their plan, and Mr. McCue felt they were committed to it. Mr. Schifferns suggested the county put in another \$750, and the other board members agreed. Mr. Schifferns moved to contribute \$750 to the Foreign Trade Zone assessment for Ryan, LLC. Mr. Stone seconded the motion, which carried unanimously.

Mr. McCue said they still had some time to find other funding sources for the \$1,000, and the commissioners asked that they try and do so before seeking further assistance from the county.

Mr. McCue also reported that the November 20 meeting with Senator Michael Bennet and his assistant James Thompson had gone well. They had some extensive discussions on wind

energy, rural hospitals, Ports-to-Plains, and rural broadband. Mr. Burgess agreed that it was a productive meeting.

Mr. McCue also said he has kept up with the progress of the Arriba Wind Farm. They are expecting the final announcement and definition of the upcoming construction timeline at any time.

Mr. Piper commented that he'd received twenty-five applications for the CARES Act small business grants, and the committee planned to meet later in the week to review them. He added there were rumors about more CARES funding after the first of the year, and Mr. Burgess said he'd heard that if approved by Congress, they might be able to carry over the funds into 2021.

The Board discussed the appointments for 2021, and then Human Services Director Patricia Phillips got on the call at 10:00 a.m. to give her monthly report. She said she had nothing for the commissioners at that time but would produce paper copies of her reports the following month if they met in person.

The commissioners set tentative meeting dates for the first five months of 2021.

Mr. Piper asked if they all planned to meet in person to adopt the budget on December 7, and everyone agreed they would attend if possible.

Mr. Stone reported attending the special CDPHE/commissioner meeting on November 23. He participated in the weekly Public Health Zoom call on the Twenty-fourth and talked with Rick Ashcraft about Road and Bridge matters; the road crew was laying gravel east of the Ansley Pit.

Mr. Schifferns reported talking with Chris Monks on November 19 about handling employees who tested positive for COVID-19. He also called James Martin about setting up his computer but had to leave a message. Mr. Martin got back with him on November 20, and they got it connected. Mr. Schifferns spoke with Mr. Burgess about the pandemic affecting county employees on November 22. He attended the CDPHE/commissioner conference call on November 23 and tried to get on the weekly Public Health Zoom call on the Twenty-fourth but had no luck as he was on the road. Mr. Schifferns contacted Mr. Piper, who filled him in. Jeff Fike called Mr. Schifferns on November 29 to let him know how pleased he was with the commissioners' decisions.

Mr. Burgess reported that the District 2 crew was busy hauling gravel and blading roads. They had several employees test positive for COVID-19, and Mr. Burgess said he'd been working with Jobeth Mills on a course of action. Mr. Burgess attended the November 20 meeting in Limon with Senator Michael Bennet, which was outside so they could practice social distancing. He also spoke with the other two commissioners that day about employees and with Bruce Walters about budget items. Mr. Burgess reported that he'd checked roads around Genoa. Between November 23 and 25, Mr. Burgess talked to Bruce Walters, the road crew bladed

roads, and he attended the CDPHE/commissioner conference call, where they put the county into the COVID-19 orange level.

Mr. Kimble had nothing to report, except to thank the county for the flower arrangement for his mother's funeral.

Mr. Piper reported that forty-two employees chose the new health insurance/FSA plan, thirty-two elected to remain on the current plan, and thirty-six neglected to return their forms, which meant they would also stay on the current plan. The cost savings to the county would be a little over \$100,000.

Mr. Piper also reported that of the applications he'd received for the COVID-relief small business funds, not all had applied for the full amount. If all were eligible and approved by the committee, the county would be able to disperse around \$125,000. He felt that most businesses probably could have used even more, so if there is more funding next year, they might need to revisit it.

One of the expenditures that Mr. Piper was waiting on approval for was the sheriff's virtual visitation system, which usually costs about \$300,000. They'd gotten a quote for \$50,000 and decided they'd go ahead with it if it's eligible. Mr. Piper said they'd also agreed on the UV lights for the courthouse but would need to hire an electrician for part of the work. He'd gotten word earlier that the touchless drinking fountains would qualify, so he will order those.

At 10:30 a.m., Lincoln Community Hospital CEO Kevin Stansbury and Chief Financial Officer Angela Kobel got on the call to provide a monthly report. Mr. Stansbury reported a COVID-19 outbreak in the Care Center with ten residents and ten staff members, so they have been trying to cover the staff loss with nurses from the clinic. He added that when the vaccines become available, the hospital will work closely with Public Health to administer them. They will handle hospital staff and residents while Public Health takes care of first responders, law enforcement, and other essential personnel. There is no plan for mandatory vaccinations at this time.

Mr. Stansbury reported on the September financials and then asked Ms. Kobel to give an update regarding the operating budget and process for 2021. Mr. Stansbury said they would need a supplemental appropriation for the 2020 budget and asked how to best go about it. They would prefer to wait until January, once all of the December bills come in, but state statute mandates the current year. Mr. Piper said they wouldn't know the final figures until the year-end close-out, so it should be okay for them to wait. The commissioners agreed.

Ms. Kobel said they'd completed the pre-application for USDA funding on a new facility; the new project's total estimated budget is \$67,490,138. They are in the process of identifying a partner to prepare a financial feasibility study.

Mr. Burgess called for old or new business, and Mr. Stone asked for a reminder as to why the county couldn't give Conservation Trust funds to help out the conservation districts. He said

that Shelby Britten told him that other counties did it, so they didn't understand why Lincoln County couldn't. Mr. Piper said that it was money reimbursed through DOLA, and the funding stipulated specific uses, such as improvements to government parks or the fairgrounds.

Mr. Piper said the Board would be able to review the small business applications if they wanted to, but it was quite a bit of paperwork. Mr. Burgess asked him to create a list of the business and how much they requested.

Mr. Piper asked for the commissioners' thoughts on an employee appreciation/Christmas party this year, and all agreed they didn't think it would be possible. Mr. Burgess told him to order the employee pins and hand them out to the department heads for staff in their respective offices.

Mr. Schifferns wanted to know what they'd decided on keeping the courthouse open to the public. Mr. Burgess and Mr. Stone both said they wanted it to remain open if at all possible. County Treasurer Jim Covington was still on the call and stated that twenty-five percent of his staff would be less than one person, so there might be times that he would have to close. He added that he planned to close his office until at least noon the following day since maintenance was turning the water off because he considered it a health hazard. Mr. Piper said it would hopefully only be off for about an hour, according to John Mohan. Mr. Covington said he would put his office on a late start. Mr. Burgess asked Mrs. Lengel's opinion. She said they would be starting a mandatory recount of the District Attorney race the following morning at 9:00, so several of her staff would have to be in the office, regardless of the twenty-five percent suggestion.

Mr. Piper said he had a personnel matter to discuss with the commissioners, the attorney, and Mrs. Lengel, so Mr. Burgess asked anyone else on the call to disconnect.

Mr. Piper asked for guidance on granting a two-step raise to Kelly Linnebur, stating she had done far more than a secretary or program manager during the pandemic. He hadn't discussed it with the Public Health Director yet but wanted the Board's opinion first. All agreed that Miss Linnebur had gone far above and beyond her usual job duties and deserved a promotion.

The discussion turned to the number of hours Jobeth Mills had in comp time, and Mr. Burgess asked if they had to pay her out before the end of the year. Mr. Piper said he didn't believe they had to, and he would ask her what she preferred.

Mrs. Lengel asked Mr. Piper what to do about the end-of-year sick and vacation hours that each department head reported for their employees since many had been unable to take vacations throughout the year. Mr. Piper said they could convert those hours to comp time, but Mr. Burgess said it wasn't right to penalize the employees. Mr. Kimble commented that it shouldn't be a problem to roll the time over into 2021 since it had been such an unusual year full of extraordinary circumstances. Everyone agreed it was the best way to proceed.

There was no other business to discuss, so the Board approved the November 2020 payroll, and then Mr. Burgess adjourned the meeting at 11:15 a.m. The next meeting will be at 9:00 a.m. on December 7, 2020.

Corinne M. Lengel, Clerk to the Board

Steve Burgess, Chairman