

Board of County Commissioners of Lincoln County
Agenda for October 7, 2019

- 9:00 Call to order and Pledge of Allegiance
- 9:30 Mathew Bruno with HDR to present a bridge inspection report
- 10:30 Kevin Meza with CompuSys and Stephen Rickles, Attorney with Spencer Fane LLP, to conference call regarding changes to the Lincoln County Retirement Plan
- 11:30 Kevin Stansbury, Lincoln Community Hospital CEO, to provide a LCH monthly report
- 1:00 Discussion regarding health insurance for the Lincoln County employees
1. Approve the minutes from the September 30, 2019 meeting
 2. Review the employee time sheets for County Administrator Jacob Piper, Land Use Administrator Fred Lundy, Landfill Manager Mickey Jaques, Office of Emergency Management Director Ken Stroud, and Public Health Director Jobeth Mills
 3. Review and act upon an Employee Credit Card Request for Beverly Langley, Outback Express Driver
 4. Review and act upon Resolution #994 a Resolution Certifying Costs of Prosecuting Crimes Alleged to Have Been Committed by Persons in the Custody of the Department of Corrections
 5. County Commissioner reports
 6. County Administrator's report
 7. Old Business
 8. New Business
 9. Approve expense vouchers

The Board of Lincoln County Commissioners met at 9:00 a.m. on October 7, 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.

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

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

The Board reviewed the employee timesheets for the administrator, land use administrator, landfill manager, emergency manager, and public health director.

Mr. Burgess made a motion to approve a county credit card with a \$250 limit for Outback Express driver Beverly Langley. Mr. Stone seconded the motion, which carried unanimously.

Mr. Stone made a motion to adopt a resolution certifying costs of prosecuting crimes alleged to have been committed by persons in the custody of the Department of Corrections. Mr. Burgess seconded the motion, which carried unanimously.

At a regular meeting of the Board of County Commissioners of Lincoln County, Colorado, held in Hugo, Colorado, on October 7, 2019, there were present:

Ed E. Schifferns, Chairman	Present
Steve Burgess, Vice Chairman	Present
Douglas D. Stone, Commissioner	Present
Stan Kimble, County Attorney	Absent & Excused
Corinne Lengel, Clerk of the Board	Present
Jacob Piper, County Administrator	Present

when the following proceedings, among others, were had and done, to-wit:

**A RESOLUTION CERTIFYING COSTS OF PROSECUTING CRIMES
ALLEGED TO HAVE BEEN COMMITTED BY PERSONS IN THE CUSTODY
OF THE DEPARTMENT OF CORRECTIONS**

RESOLUTION #994 It was moved by Commissioner Schifferns and seconded by Commissioner Burgess to adopt the following resolution:

WHEREAS, C.R.S. § 16-18-101(3) provides that the Colorado Department of Corrections (CDOC), from annual appropriations made by the general assembly, shall reimburse the county or counties in a judicial district for the costs of prosecuting any crime alleged to have been committed by a person in the CDOC; and

WHEREAS, C.R.S. § 16-18-101(3) provides that the county or counties shall certify these costs to the CDOC; and

WHEREAS, C.R.S. § 16-18-101(3) provides that the provisions of C.R.S. § 16-18-101(3) shall apply to costs that are not otherwise paid by the State; and

WHEREAS, Exhibit A to this resolution summarizes the costs of prosecuting crimes alleged to have been committed by persons in the custody of the CDOC, in matters prosecuted by the Office of the District Attorney for the Eighteenth Judicial District, which serves Arapahoe, Douglas, Elbert and Lincoln Counties; and

WHEREAS, the Office of the District Attorney for the Eighteenth Judicial District has confirmed the accuracy of these costs to Arapahoe, Douglas, Elbert and Lincoln Counties, and the Counties are now forwarding and certifying such costs to the CDOC relying on such District Attorney confirmation.

NOW, THEREFORE BE IT RESOLVED by the Board of County Commissioners of the County of Lincoln, State of Colorado, as follows:

1. The costs in Exhibit "A" are certified to the CDOC.
2. The costs in Exhibit "A" have not otherwise been paid by the state.

Upon roll call the vote was:

Commissioner Schifferns, Yes; Commissioner Burgess, Yes; Commissioner Stone, Yes.

The Chairman declared the motion carried and so ordered.

Board of County Commissioners
of Lincoln County

ATTEST:

Clerk of the Board

Mr. Burgess reported that he went by the Genoa shop after the commissioner meeting on September 30. They were wiring the trucks to open the gates on the new belly dump trailers. The road crew was mowing. District Two hauled gravel on County Road 4C on October 1. They were also mowing and working on a request to put gravel on County Road 3K over the pipe they installed last year. The new trailers were working well. On October 2, Mr. Burgess and

Bruce Walters met with Earl Saffer about a gravel pit on his property. He was open to the idea and gave them permission to proceed. Mr. Burgess went to Flagler for John Deere parts and to the landfill to help Mick and Allen install a clevis hitch on the tractor. He also participated in a Council of Governments conference call. Mr. Burgess spoke with Sheriff Nestor about a fire ban on October 3. Hugo, Genoa, and Arriba fire districts all enacted a fire ban. Mr. Burgess asked Bruce to put out the truck in Genoa and the dumpsters in Arriba to collect trash from county residents until they lift the ban. Mr. Burgess spoke with Land Use Administrator Fred Lundy about the Saffer gravel pit, and an issue with property in south Limon, located in the county. Mr. Burgess attended the hospital board meeting on the evening of October 3. Lastly, Mr. Burgess reported that he went to Flagler and picked up parts for the landfill on October 4. Limon Town Administrator Greg Tacha called with a question about landfill rates, and Mr. Burgess told him he thought they weren't going to change for 2020.

Mr. Stone reported getting a call from a landowner after the meeting on September 30. It was hot and windy, and he was concerned that the road crew could start a fire with the mower. Mr. Stone said they shut down mowing operations for the remainder of the day. He went by the shop on October 1, and again on October 2. They were hauling oil for an overlay project on County Road 109 north of Karval. On October 3, Mr. Stone checked out the Colorado East food commodities program in Limon. He said it was a smooth-running operation serving quite a few residents.

Mr. Schifferns reported talking to the Arriba fire chief about a fire ban on October 3. Chris Monks called to tell him Xcel truck drivers were using County Road 109 again when they weren't supposed to be. Mr. Schifferns contacted John Lupo to let him know the county would impose fines again, or close the road to them if it continued. On October 5, Mr. Schifferns spoke with the new District One Road & Bridge employee.

Mr. Piper reported that he'd submitted the 2018 audit on time and that Ronny Farmer would come to the November 27 meeting to review it with the Board. The County General Fund and Capital Projects Fund balance increased in 2018, while the Road & Bridge and DHS fund balances went down. The assessed valuation also went down last year. Although the assessed valuation went up in 2019, the end numbers won't look as good since the county loaned money to the hospital and built the new show barn this year.

Mr. Burgess addressed the question from Greg Tacha, and the commissioners agreed they'd like to give the scales at least a year to glean more history on their value. If the county loses money by charging the current rates, the commissioners will have to increase them in 2021.

Mr. Burgess said Mrs. Lengel requested that the commissioners no longer approve vouchers on the last day of the month. Only paying bills one day at the end of the month would give the finance director more time to log invoices and process the checks. The Board agreed to stop approving vouchers on the last working day of the month.

Road & Bridge foremen Chris Monks, Bruce Walters, and Rick Ashcraft arrived at 9:20 a.m. for the discussion at 9:30.

Mr. Piper reported that Clyde and Janice Chess, the couple who administered AFLAC for county employees, retired. The new representatives would be out on October 23 and 24 to meet the employees.

Mr. Schifferns called for old business, and Mr. Piper said he'd put together the new contracts for the towns regarding landfill fees in 2020.

As for new business, Mr. Burgess passed around a letter he received from the town of Genoa regarding backflow testing on the city water system. CDPHE Water Quality Division required that a certified backflow tester test the cross correction assemblies. Mr. Burgess said that Brad Tacha would do it for them.

At 9:30 a.m., Ben Kenney, with Engineering Operations, LLC, arrived for the HDR bridge inspection report. He informed the group that Mathew Bruno was running a bit behind schedule. Project Manager Mathew Bruno and Assistant Inspector Lexi Kimes arrived at 9:40 a.m. and gave a presentation regarding the CDOT Off-System Bridge Inspection Program. They inspected fifty-three Lincoln County bridges in 2019. Of those, eighteen required Essential Repair Findings. Mr. Bruno explained that they only check the major structures that exceed a twenty foot span. The SR or Sufficiency Rating classification ranges from zero to one hundred. They are Not Deficient, Structurally Deficient, and Functionally Obsolete. They will no longer use the SR for funding but will change the classification to "good," "fair," and "poor" going forward. Although the county had a couple of functionally obsolete structures, Mr. Bruno said that they might not be bad enough to move into the "poor" category on the new listing. Mr. Kenney put in that there were most likely many bridges across the state in worse shape, so there were things the county could do to fix them. He added that he would look at the bridges in question and give the county guidance on what to do.

Mr. Burgess addressed the structure on the Arikaree at County Road 3T, asking why it made it on the inspection list if they'd replaced the bridge with culverts. Mr. Bruno explained that if the pipes are close enough together to form a span of twenty feet, they made it onto the list. Mr. Kenney suggested moving the pipes a little farther apart, making it a minor structure on the federal level.

Mr. Bruno said that the bridge over Hell Creek on County Road 33 dropped sixteen points on the SR because of rotted pilings. Mr. Kenney recommended the commissioners wait until they received the underwater report before doing anything about it, however.

After discussing a couple of other bridges on the list, Rick Ashcraft asked if they were dangerous. Mr. Kenney said they would tell them if something needed immediate attention, but they should be okay until the next inspection.

Mr. Bruno put in that previously the report included a deadline and cost associated with each structure. CDOT determined that the cost was no longer useful since it generalized bridges across the state. He added that even though a structure might be listed as a high priority, the county could have five years to fix it. On the other hand, if a bridge were considered a moderate priority, the county might need to repair it in two years so that it didn't become a high priority.

The group discussed the changes regarding bridge railings, and Mr. Kenney said the Board needed to do what worked best for the county, as they knew it was expensive. Mr. Bruno added that CDOT just wanted a general plan going forward. Having an idea of what bridges to repair and how to fix them was all the state needed. He also suggested removing the tumbleweeds around some bridges before the next inspection. They hadn't been able to examine a few of them for several years because of the tumbleweeds. Inspections are in May every other year, so coordinating the tumbleweed removal with a visit from SEH would be a good idea. Before leaving, Mr. Kenney said he would go by and closeout anything the county had already fixed.

At 10:45 a.m., the Board held a conference call to discuss the county retirement plan. Kevin Meza, with CompuSys, and Stephen Rickles, Attorney with Spencer Fane, LLP, attended the call. Mr. Piper also invited County Treasurer Jim Covington to listen. Mr. Rickles agreed with each of the county's points, including changing the vesting period and dropping the participants' age limit. He said there was no benefit to having the age limit, so the Board agreed to change it to eighteen instead of twenty-five. The commissioners also decided to keep the one-year waiting period as is, as well as the 1,500-hour limit. After discussing using the final average of five years' employment instead of the current wording in the plan, the group agreed that it would only apply to employees hired after January 1, 2020. Mr. Rickles suggested a limited period for allowing employees to buy back into the plan, and the commissioners agreed that five years would be sufficient. They also felt that an interest rate of three percent would tie in with the guaranteed amount a retiree received when they left employment. Since the county currently adds \$150,000 to the pension plan annually, the discussion turned toward increasing the employees' contribution. Everyone agreed to increase the employee contribution rate to 4.5%, effective January 1, 2020. Mr. Rickles said he'd make the corrections and send the revised plan for the Board to sign. Mr. Piper clarified that an employee coming back to work part-time would be ineligible to pay into their retirement, and the county would not contribute on their behalf. Mr. Rickles verified that was correct. He said that an employee returning to work after an extended absence would have to buy back all years, not just a portion. Employees who elected to take the lump sum instead of the annuity would also be able to buy back into the plan. He added that in the past, the IRS required a determination letter, but they discontinued that practice.

Lincoln Community Hospital CEO Kevin Stansbury arrived for his appointment at 11:20 a.m. He reported on financial activities for August, the upcoming Denim and Diamonds gala event, and the 2018 audit. They continue to work on expense reduction and billing. Mr. Stansbury said their goals for 2020 are a five percent price increase and a five percent pay raise for employees.

They expect the cost of benefits, supplies, drugs, and utilities to go up as well. The Eastern Plains Health Consortium applied for and received a \$500,000 grant for behavioral health services.

After Mr. Stansbury left, the commissioners broke for lunch.

At 1:00 p.m., several Lincoln County employees and all elected officials met with the Board to listen to the discussion regarding health insurance. Mr. Burgess understood the concerns but promised that coverage or benefits for the employees wouldn't change. He explained that the commissioners were looking at other options, which they felt was their duty and responsibility to Lincoln County taxpayers. Mr. Piper provided information regarding moving to a higher deductible and HSA plan, adding that it was a possibility that the current cafeteria plan through PayFlex would go away. It would depend on whether or not there was a limit on what the county or an employee could contribute.

Sheriff Nestor commented that the county's health insurance benefit is a huge selling point for new employees. Chris Monks agreed, stating the county had to offer something better to attract and keep people. He said the health pool is stable, and the insurance is easy to use. Jim Covington felt the commissioners should take time to research other options in detail. His concern was that there wouldn't be time for adequate comparisons this year. Mr. Piper agreed. Another advantage of the health pool was that the county could always revert to the prior plan if they decided against the HSA after a year.

Mr. Stone clarified that the commissioners weren't looking at changing the health insurance, but a local group asked to make their presentation, so the Board felt obligated to listen.

The group dispersed, and after a brief discussion, Mr. Burgess made a motion to continue membership with the County Health Pool using Option A for the employee health insurance plan. Mr. Stone seconded the motion, which carried unanimously.

The commissioners approved the remaining expense vouchers for September 2019.

COUNTY GENERAL

Wade Adams, Road Deputy Salary \$3,487.93
Justin Allen, Correctional Officer III Salary \$3,340.00
Nathaniel Allen, Correctional Officer I Salary \$3,327.00
Marlin Baranyk, Correctional Officer III Salary \$3,570.40
LaRay Becker-Patton, Chief Deputy Salary \$3,958.00
William Breneman, Metal Detector Salary \$688.50
Coley Britton, Corporal III Salary \$4,236.22
Steve Burgess, Commissioner Salary \$4,745.00
Jason Case, Road Sergeant Salary \$3,538.00
Joseph Colpitts, Road Deputy Salary \$3,520.00

James Covington, Treasurer Salary \$5,037.42
Marshall Cox, Correctional Officer I Salary \$3,123.00
Dustin Cunningham, Road Deputy Salary, \$3,474.92
James Day, Metal Detector Salary \$680.00
Mindy Dutro, Chief Deputy Salary \$3,598.00
Ashley Erwin, Clerk I Salary \$3,008.00
Ryan Erwin, Road Deputy Salary \$3,460.00
William Garlow, Clerk I Salary \$3,183.00
Andrea Hendricks, Deputy I Salary \$3,400.00
Jeremiah Higgins, Assessor Salary \$5,037.42
Timothy Hilferty, Driver Examiner Salary \$3,255.00
Christine Hollenbaugh, Deputy I Salary \$3,108.00
Michael Hutton, Correctional Officer III Salary \$3,400.00
Abigail Johnson, Correctional Officer I Salary, \$3,261.90
Kerigan Kappel, Clerk I Salary \$2,421.96
Stan Kimble, Attorney Salary \$2,150.00
Corinne Lengel, Clerk Salary \$5,037.42
Carlos Leonard, Part-Time Fairgrounds Salary \$246.50
Andrew Lorensen, Coroner Salary \$1,138.58
Casey Love, Clerk I Salary \$2,616.00
Teena Ludwig, Janitor Salary \$1,769.25
Fred Lundy, Land Use Administrator Salary \$3,478.00
Crystal Mariano, Correctional Officer I Salary \$3,123.00
Derik Mattson, Correctional Officer I Salary \$3,183.00
John Mohan, Maintenance Salary \$3,423.00
Gordon Nall, Undersheriff Salary \$4,078.00
Tom Nestor, Sheriff Salary \$5,647.00
Parker Newbanks Jr, VA Service Officer Salary \$525.00
Jesus Ortiz-Marrufo, Corporal Salary \$3,375.00
John Palmer, Fairgrounds Manager Salary \$2,000.00
Jacob Piper, Administrator Salary \$4,590.00
Wendy Pottorff, Clerk I Salary \$3,183.00
Dale Rostron, Corporal Salary \$3,495.00
Kaylee Rostron, Janitor Salary \$674.19
Ed Schifferns, Commissioner Salary \$5,037.42
Christine Schinzel, 4-H Program Assistant Salary \$3,647.00
Wayne Shade, Weed Coordinator Salary \$3,812.00
Amy Solomon, Office Manager II Salary \$3,426.00
Doug Stone, Commissioner Salary \$4,745.00
Ken Stroud, OEM Salary \$1,769.00
Ken Stroud Jr., Correctional Officer I Salary \$3,123.00
Matthew Thelen, Correctional Officer I Salary \$3,063.00
Renita Thelen, Chief Deputy Salary \$3,326.00
Amy Vice, Appraisal Clerk Salary \$2,981.00

Jessica Wargo, Victim Assistant Salary \$3,423.00
Keith Westfall, Surveyor Salary \$126.50
Bryson Winterberg, Correctional Officer I Salary \$3,123.00
Cynthia Yowell, Admin Assist Salary \$3,940.00
LeRoy Yowell, Metal Detector Salary \$1,360.00
Michael Yowell, Captain Salary \$3,838.00
Tyler Yowell, Road Deputy Salary \$3,535.18

ROAD AND BRIDGE

Carey Ashcraft, Road Crew Salary \$3,303.00
Rick Ashcraft, Road Foreman Salary \$3,958.00
Theron Brent, Road Crew Salary \$3,303.00
Ryan Bush, Mechanic Salary \$3,752.00
Duane Daniel, Road Crew Salary \$3,483.00
Jason Eager, Road Crew Salary \$3,483.00
Kevin Harris, Road Crew Salary \$3,243.00
Brennen Hekkers, Road Crew Salary \$1,341.97
Jerrid Hielscher, Road Crew Salary \$3,063.00
Casey Huelskamp, Road Crew Salary \$3,243.00
Jeffrey Huntoon, Road Crew Salary \$3,483.00
Judd Kravig, Road Crew Salary \$3,303.00
Joshua Leithead, Road Crew Salary \$3,063.00
Zane Leonard, Road Crew Salary \$3,303.00
Monty Mattson, Part Time Road Crew Salary \$1,769.40
Adrian McDaugale, Road Crew Salary \$3,123.00
Ord Miller, Road Crew Salary \$3,183.00
Clay Monks, Road Foreman Salary \$4,418.00
David Orcutt, Road Crew Salary \$3,303.00
Rick Porter, Road Crew Salary \$3,363.00
James Rigsby, Road Crew Salary \$4,518.34
David Schaeffer, Road Crew Salary \$2,288.00
David Seymour, Road Crew Salary \$3,603.00
Kirsten Smith, Shop Secretary Salary \$3,543.00
Ty Stogsdill, Road Crew Salary \$3,183.00
Caleb Waite, Road Crew Salary \$3,003.00
Bruce Walters, Road Foreman Salary \$3,838.00
Hunter Wells, Road Crew Salary \$3,063.00
Wayne Wolf, Road Crew Salary \$3,123.00

LANDFILL

Allen Chubbuck, Operator Salary \$3,363.00
Brenda Howe, Part Time Clerk Salary \$1,300.00

Mickey Jaques, Manager Salary \$3,958.00

LIBRARY

Kevin Pickerill, Bookmobile Salary \$701.48

Katie Zipperer, Bookmobile Salary \$1,071.33

PUBLIC HEALTH

Lindsey Blackwelder, Part Time Tobacco Educator Salary \$269.88

John Fox, Doctor Salary \$100.00

Darcy Janssen, Regional EPR Coordinator Salary \$4,250.00

Kelly Linnebur, Office Manager Salary \$3,135.00

Patricia McHone, WIC Educator Salary \$3,375.00

Jobeth Mills, Director Salary \$3,678.00

Ken Stroud, EPR Salary \$1,769.00

HUMAN SERVICES

Tricia Borns, Child Support Legal Admin Salary \$3,525.00

Melissa Gossett, Caseworker III Salary \$4,094.00

Sherri Hansen, Financial Administrator Salary \$3,415.00

Debra Klapperich, Lead IMT V Salary \$3,447.00

Robert Kraxberger, Assistance Pmts Supervisor Salary \$3,910.00

Andrew Lorensen, Child Welfare Supervisor Salary \$5,052.00

Larissa Lukins, Caseworker III Salary \$4,159.00

Bailey Mares, Admin Assistance III Salary \$3,018.00

Patricia Phillips, Director Salary \$5,877.00

Kim Quintana, IMT II Salary \$3,018.00

Amy Seymour, Caseworker IV Salary \$4,343.00

Mia Tucker, Part Time Intern Salary \$1,638.00

Samantha Winterberg, Case Aide II Salary \$2,908.00

Shonda Yowell, Caseworker II Salary \$3,871.00

LINCOLN COUNTY PAYABLES

40127 21st Century Equipment, Parts \$4,133.08

40128 AlSCO, Parts \$78.11

40129 American Environmental Consulting, Services \$992.25

40130 Auto Chlor, Supplies \$331.55

40131 Axon Enterprises, Supplies \$1,363.00

40132 LaRay Patton, Mileage \$15.30

40133 Big R Stores, Supplies \$31.99

40134 Black Hills Energy, Utilities \$64.43

40135 Blue Tarp, Supplies \$581.17
40136 Tricia Borns, Cleaning \$259.63
40137 Boulder Community Health, Testing \$34.00
40138 Cole Britton, Pants \$54.99
40139 Steve Burgess, Reimbursement \$480.90
40140 Cash Wa, Supplies \$32.05
40141 CDPHE, Certificates \$309.75
40142 Central Plains Equipment, Parts \$510.90
40143 CenturyLink, Phone \$66.56
40144 CGRS, Parts \$395.00
40145 Clinton Clark, Mileage \$27.00
40146 Colorado Brake Supply, Parts \$260.40
40147 CCAA, Dues \$90.00
40148 Void
40149 CCAA, Dues \$90.00
40150 Void
40151 CLiC, Registration \$91.00
40152 CCFS, Contract \$7,305.65
40153 Cramero, Parts \$499.92
40154 Danielle Dascalos, Marketing \$1,200.00
40155 Dell Marketing, Computers \$1,909.19
40156 DISA, Testing \$137.00
40157 DJ Petroleum, Fuel \$4,229.80
40158 E-470 Public Highway Authority, Travel \$18.25
40159 Eastern Colorado Plainsman, Renewal \$25.00
40160 Eaton Sales & Service, Parts \$943.76
40161 Evergreen Systems, IT Service \$967.11
40162 FNBH, Fees \$44.00
40163 FNB of Omaha, Charges \$187.29
40164 FNB of Omaha, Charges \$96.06
40165 FNB of Omaha, Charges \$24.08
40166 FNB of Omaha, Charges \$21.90
40167 FNB of Omaha, Charges \$7.85
40168 FNB of Omaha, Charges \$1,464.06
40169 FNB of Omaha, Charges \$4.29
40170 FNB of Omaha, Charges \$630.78
40171 FNB of Omaha, Charges \$69.46
40172 FNB of Omaha, Charges \$993.09
40173 FNB of Omaha, Charges \$1,379.92
40174 FNB of Omaha, Charges \$96.60
40175 FNB of Omaha, Charges \$745.55
40176 FNB of Omaha, Charges \$607.47
40177 FNB of Omaha, Charges \$913.24
40178 FNB of Omaha, Charges \$32.84

40179 FNB of Omaha, Charges \$81.72
40180 FNB of Omaha, Charges \$249.00
40181 FNB of Omaha, Charges \$636.83
40182 FNB of Omaha, Charges \$13.70
40183 FNB of Omaha, Charges \$20.23
40184 Flagler Coop, Fuel \$50,393.42
40185 Town of Genoa, Water \$116.50
40186 Tracy Grimes, Rent \$530.00
40187 Jonathan Hart, Mileage \$19.80
40188 Henry Schein, Supplies \$134.16
40189 KCCDPHE, Rent \$396.00
40190 Know Buddy Resources, Books \$548.85
40191 Lawson Products, Parts \$160.70
40192 Corinne Lengel, Mileage \$78.30
40193 Limon Alumni, Postage \$298.70
40194 Limon Leader, Ads \$119.40
40195 LCH, Promotion \$1,667.00
40196 LC Road & Bridge, Fuel \$127.31
40197 Kristopher Lukins, Coroner Assist \$30.00
40198 Sonia Machuca, Interpreting \$68.75
40199 Martin Marietta, Road Oil \$53,192.67
40200 McCormick Excavation, Road Oil \$370,586.61
40201 Pat McHone, Cleaning \$167.50
40202 Merritt Trailers, Parts \$1,081.92
40203 MHC Kenworth, Parts \$772.92
40204 MVEA, Utilities \$360.94
40205 Parker Newbanks, Travel \$571.39
40206 Newman Traffic Signs, Signs \$975.24
40207 Sean Nielson, Coroner Assist \$10.00
40208 Lisa Nielson, Coroner Assist \$80.00
40209 NMS Labs, Testing \$140.00
40210 Office Works, Supplies \$40.50
40211 Jesus Ortiz, Reimbursement \$15.09
40212 PayFlex, Fee \$100.00
40213 Pro Ag Solutions, Chemical \$1,320.00
40214 Quill, Supplies \$1,448.72
40215 Quill, Supplies \$1,060.14
40216 Chip Reid, Mileage \$45.90
40217 Rob's Septic, Rental \$100.00
40218 Rocky Mtn Information Network, Membership \$25.00
40219 Dale Rostron, Coroner Assist \$145.00
40220 Robert Safranek, Gravel \$756.00
40221 Rosann Safranek, Gravel \$756.00
40222 Ed Schiffers, Mileage \$162.90

40223 Share Corporation, Parts \$106.81
40224 Smart Apple Media, Books \$590.09
40225 Southern Health Partners, Contract \$13,680.27
40226 S&S Heating & A/C, Repairs \$98.40
40227 State of Colorado, Postage \$242.06
40228 Ty Stogsdill, Check Reissue \$300.00
40229 Stone Oil, Fuel \$849.36
40230 Doug Stone, Mileage \$325.80
40231 Strasburg Family Dental, Inmate Dental \$2,104.00
40232 Techno-Graphics, Promotion \$3,036.62
40233 Rayleene Thompson, Reimbursement \$360.84
40234 Tri Tech Forensics, Testing \$54.00
40235 Tyler Technologies, IT Support \$75.00
40236 Verizon Wireless, Phone \$107.99
40237 Vern's TV, Supplies \$174.95
40238 Viaero Wireless, Phone \$42.96
40239 Wagner Equipment, Parts/Repairs \$4,336.65
40240 Winterberg Oil Company, Service \$675.00
40241 Witt Boys, Parts \$145.07
40242 Xerox, Lease \$311.47
40243 Xerox Financial Services, Lease \$187.80
40244 XESI, Lease \$379.23
40245 Katie Zipperer, Reimbursement \$85.32
40246 AFLAC, Premiums \$4,429.22
40247 CHP, Insurance \$143,244.74
40248 Great West Life & Annuity, Deferred Comp \$7,120.00
40249 PayFlex, Cafeteria Plan \$1,455.00
40250 SEI Private Trust Company, Retirement \$20,338.86
40251 Wakefield & Associates, Garnishment \$395.64
40252 21st Century, Parts \$1,084.32
40253 Big R Stores, Supplies \$73.98
40254 Black Hills Energy, Utilities \$381.59
40255 Blue Tarp, Supplies \$99.92
40256 CAE4HA, Dues \$95.00
40257 CAE4HA, Dues \$95.00
40258 CenturyLink, Phone \$437.58
40259 Complete Wireless Technologies, Repairs \$1,095.00
40260 Corporate Billing, Parts \$1,411.83
40261 DirecTV, TV \$203.98
40262 DJ Petroleum, Fuel \$2,001.26
40263 ECCOG, Contribution \$3,500.00
40264 Eastern Colorado Plainsman, Renewal \$50.00
40265 ESRTA, Phone \$3,530.40
40266 FNB of Omaha, Charges \$606.10

40267 FNB of Omaha, Charges \$385.53
40268 Fleet Charge, Parts \$77.06
40269 Frontier Telephone, Services \$220.00
40270 GlaxoSmithKline, Supplies \$99.42
40271 Goodyear Tire, Tires \$6,168.34
40272 Robin Halley, Mileage \$91.80
40273 Hoffman Drug, Paper \$5,302.36
40274 Hugo Lumber, Supplies \$593.80
40275 Darcy Janssen, Reimbursement \$690.00
40276 Jefferson County, Services \$200.00
40277 KC Electric, Utilities \$6,147.87
40278 Kurtzer's, Parts \$73.06
40279 Limon Leader, Ads \$304.53
40280 LC Road & Bridge, Fuel \$3,718.49
40281 Kelly Linnebur, Mileage \$228.60
40282 Shawn Mares, Vent \$1,625.00
40283 Martin Marietta, Road Oil \$1,287.00
40284 Nichols Electric, Repairs \$165.50
40285 Osborne's, Supplies \$288.94
40286 Parmer's Automotive, Repairs \$899.78
40287 Quill, Supplies \$126.03
40288 rfarmer, Professional Services \$22,300.00
40289 S&S Fumigation, Services \$75.00
40290 Safety-Kleen, Supplies \$288.98
40291 Snap On Tools, Tools \$549.00
40292 Steel Corner, Repairs \$247.01
40293 Stone Oil Co, Fuel \$948.81
40294 Stop Stick, Parts \$568.00
40295 Stop & Shop, Supplies \$12.62
40296 Viaero Wireless, Phone \$411.64
40297 Vince's GM Center, Parts \$5.95
40298 Witt Boys, Parts & Tire Machine \$12,692.03
40299 Witt Boys, Parts \$91.95
40300 Xerox, Lease \$108.15
40301 Xerox Financial Services, Lease \$187.40

LINCOLN COUNTY HUMAN SERVICES PAYABLES

68726 ESRTA, Phone \$806.84
68727 Farm Gas, Fuel \$84.92
68728 LG Printing Company, Supplies \$275.25
68729 Limon Leader, Renewal \$25.00
68730 LC DHS, Reimbursement \$361.47
68731 LC Road & Bridge, Fuel \$290.59

68732 LC Treasurer, Reimbursement \$1,000.00
68733 Office Depot, Supplies \$70.76
68734 Client, Refund \$807.00
68735 Transwest, Repairs \$79.95
68736 Witt Boys, Parts \$315.10
68737 Xerox Financial Services, Lease \$175.00
68738 CenturyLink, Phone \$93.39
68739 CKLECC, Contract \$5,189.06
68740 Fast & Friendly, Client \$231.76
68741 FNB of Omaha, Charges \$1,008.87
68742 FNB of Omaha, Charges \$522.56
68743 FNB of Omaha, Charges \$12.99
68744 FNB of Omaha, Charges \$58.59
68745 FNB of Omaha, Charges \$44.68
68746 FNB of Omaha, Charges \$105.66
68747 FNB of Omaha, Charges \$99.37
68748 FNB of Omaha, Charges \$38.48
68749 FNB of Omaha, Charges \$23.41
68750 FNB of Omaha, Charges \$21.40
68751 Tracy Grimes, Rent \$400.00
68752 Sherri Hansen, Mileage \$211.08
68753 LC DHS, Reimbursement \$939.08
68754 LC Treasurer, Rent \$1,882.00
68755 Office Depot, Supplies \$307.45
68756 Osborne's, Supplies \$6.08
68757 Pitney Bowes, Postage \$412.62
68758 Mary Solze, Contract \$867.82
68759 Verizon Wireless, Phone \$647.70
68760 Viaero Wireless, Phone \$48.02
68761 XESI, Lease \$139.52
68762 LC Treasurer, Withholdings \$13,668.27
68763 CHP, Insurance \$23,707.43
68764 SEI Private Trust, Retirement \$3,836.18
68765 Great West Life & Annuity, Deferred Comp \$1,770.00
68766 PayFlex, Cafeteria Plan \$200.00
68767 AFLAC, Premiums \$794.69
68768 LC Treasurer, Unemployment \$469.94

With no further business to come before the Board, Mr. Schiffers adjourned the meeting at 2:40 p.m.

Corinne M. Lengel, Clerk to the Board

Ed E. Schiffers, Chairman

Board of County Commissioners of Lincoln County
Agenda for October 21, 2019

- 9:00 Call to order and Pledge of Allegiance
- 9:30 Darcy Janssen, Northeast Regional EPR, to provide a regional update
- 10:30 Roxie Devers, Lincoln County Roundhouse Representative, and Chris Fox to present an Amended Contract with the State Historical Fund
- 11:00 Kevin Stansbury, Lincoln Community Hospital CEO, to provide a LCH monthly report
1. Approve the minutes from the October 7, 2019 meeting
 2. Review the September, 2019, reports from the County Assessor, County Clerk & Recorder, County Sheriff, and County Treasurer
 3. Review the September, 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
 4. Review the September, 2019, reports from the Colorado Counties Casualty and Property Pool and the County Workers' Compensation Pool
 5. Review and act upon intergovernmental agreements concerning fixed rates between Lincoln County and the municipal towns that contract to use the Lincoln County Landfill
 6. Review and act upon a grant from the Electronic Recording Technology Fund for the Clerk and Recorder's Office
 7. Review and act upon a commercial lease between Tracy D. Grimes and Lincoln County Public Health and Lincoln County Department of Human Services regarding the shared office in Limon
 8. Discuss continuing the EZ Contribution Project
 9. Discuss a letter from the Phillips County Commissioners concerning District Attorney fees
 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 October 21, 2019. The following attended: Chairman Ed E. Schifferns, Commissioners Steve Burgess and Doug Stone, County Administrator Jacob Piper, County Attorney Stan Kimble, and Clerk to the Board Corinne M. Lengel. Juliet Lundy with the Eastern Colorado Plainsman and Limon Leader attended as well.

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

Mr. Burgess made a motion to approve the minutes from the meeting held on October 7, 2019, as submitted. Mr. Stone seconded the motion, which carried unanimously.

The Board reviewed the September 2019 reports from the Assessor, Clerk and Recorder, Sheriff, and Treasurer. The commissioners also reviewed the September 2019 Statements of Revenues and Expenditures for the General, Public Health, Capital Projects, Conservation Trust, E911, Landfill, Library, Lodging/Tourism, and Road and Bridge funds, as well as the reports for the individual road districts.

At 9:30 a.m., Northeast Regional EPR Coordinator Darcy Janssen met with the Board to provide an update. Emergency Manager Ken Stroud also attended the discussion. Mrs. Janssen handed out a spreadsheet of primary activities, standards, and requirements associated with each of the various agencies involved with handling emergencies. She stated that EPR, Public Health, Department of Homeland Security, and emergency managers all have deliverables they must meet throughout the year. They coordinate and work together as much as possible, which also helps the local hospitals. Mrs. Janssen briefly discussed the Salamander Project, which is a credentialing project to help track accountability and cost. Through the use of Rapid Tag equipment, they will be able to track personnel and equipment used in emergencies. It will also show what training staff members completed. Mr. Stroud put in that the project is in the beginning stages at this time, and Mrs. Janssen added that it had been around for a couple of years in the larger areas of the state. The reason that it's now becoming available in more rural areas is due to the Healthcare Coalition funding.

Mrs. Janssen said they had a good turnout at the drive-through POD at the fairgrounds. They now have a better idea of how to handle a mass immunization or vaccination without exposing people to one another. She went on to say that there will be a statewide exercise in 2021, so these PODs help them to prepare for that. They hope to have one in each community next year. Since Lincoln County is a local transfer point for supplies, they need to know how to handle and distribute those supplies when they come into the fairgrounds. They will have to sort out what to distribute to the prison as well as to other required areas.

Mr. Burgess asked Mrs. Janssen if she knew if Public Health had enough flu vaccines, as he'd heard others were running out. She responded that she wasn't aware of any problems with acquiring the vaccine.

The Board reviewed the September 2019 reports from the Colorado Counties Casualty and Property Pool and the County Workers' Compensation Pool.

Mr. Piper had prepared Intergovernmental Agreements with the town of Hugo and town of Limon concerning fixed rates for using the Lincoln County Landfill. He said he hadn't changed anything from the 2019 IGAs but could if the Board wanted to adjust the fees. Mr. Burgess made a motion to sign the Intergovernmental Agreements with the towns for 2020 using the 2019 rates. Mr. Stone seconded the motion, which carried unanimously.

Mrs. Lengel explained that the grant money from the Electronic Recording Technology Fund was to reimburse the county for the \$9,000 in maintenance and support fees she paid for the Clerk's recording system in 2019. Mr. Stone made a motion to accept the grant funds from the Electronic Recording Technology Fund. Mr. Burgess seconded the motion, which carried unanimously.

The Board reviewed commercial lease agreements between Tracy D. Grimes and Lincoln County Public Health, and Tracy D. Grimes and the Lincoln County Department of Human Services for the use of the shared office space in Limon. Mr. Piper said all parties agreed that the leases should remain in effect and that it was an acceptable amount for rent. Mr. Stone made a motion to sign the lease agreements, Mr. Burgess seconded the motion, and it carried unanimously.

The Board discussed whether or not to continue with the Enterprise Zone at the fairgrounds. Mr. Piper received an email from Candace Payne stating that she would have to discontinue it in 2020 if there were no participation. If the county could provide a good reason to continue, she would need that in writing. Mr. Stone felt they should let it go, and the other commissioners agreed. Mr. Burgess said they could always reinstate it if necessary and made a motion to withdraw the county's application for the Enterprise Zone. Mr. Stone seconded the motion, which carried unanimously.

After reviewing a letter from the Phillips County Commissioners concerning district attorney fees, the Board agreed that they couldn't do much since the counties are not in the same judicial district. Mr. Burgess commented that there was a conference call scheduled for November 22 to discuss the DA's budget, and they should all try and listen in on it.

Mr. Schiffers called for commissioner reports, and Mr. Stone reported that he checked roads east of State Road 71 on October 8. He attended the hospital's Denim and Diamonds gala on October 12. It was an enjoyable event with good attendance. Mr. Stone went to the music festival planning meeting at the fairgrounds on October 15 and also checked roads. He and Rick Ashcraft toured around and looked at roads on October 17. Road crews have almost finished the mowing. There was a fire on State Road 71 down south on October 18, so Mr. Stone went to check it out. He said it was extremely windy, but luckily, the wind blew the fire toward the oiled road. Mr. Stone also said that he received a call from a resident who lives off of Highway

94. Someone bought a small parcel of land, and they want to cross the resident's property to get to it. Mr. Stone felt it might come up again at some point.

Mr. Schifferns checked with Chris Monks on October 8 to see how their new road crewman was working out. He said he was doing a good job. Mr. Schifferns checked roads on October 9 and also stopped at the county shop. He received a complaint about a street light being out on the outskirts of Arriba. The caller didn't know if they should report it to the town or to the county. Mr. Schifferns contacted K. C. Electric. Mr. Schifferns called Mr. Stone on October 15 to see if he planned to attend the meeting at the fairgrounds. He checked roads again on October 16.

Mr. Burgess reported that he picked up the Gator at the shop and took it to the landfill after the commissioner meeting on October 7. He also called a resident who wanted to know if he planned to trade the last Rancho belly dump, which he didn't. On October 9, Mr. Burgess picked up some apples and bread from Colorado East and took them to the hospital. He also talked with Katie Zipperer about where to put her request for a computer in her 2020 budget. Mr. Burgess stopped by the POD exercise at the fairgrounds and went to stake out new perimeters for the Jamaco pit with Fred Lundy and Bruce Walters. He also showed Mr. Lundy where they want to put a new gravel pit north of Arriba. District Two road crewmen were laying gravel on County Road 4C. Mr. Burgess also got a letter from Joe Kiely about CDOT creating a freight office. On October 10, Mr. Burgess went to Fort Morgan for the Centennial Mental Health meeting. They brought up that all critical access hospitals are struggling and that reimbursement rates don't keep up with actual costs. He also had a call about a county employee. Mr. Burgess went to Denver on October 11 for the CCI legislative committee meeting. He brought up the issue of DOC circumventing local community corrections boards and wanted to know if the county is required to have one. They also want to pass legislation to increase fines and penalties for traffic infractions, which hasn't happened since 1975. Mr. Burgess participated in a conference call on October 14 concerning the District Attorney's budget. The Ports-to-Plains meeting started in Williston, ND, that day as well. Mr. Burgess attended the meeting on October 16 and 17 and said that the money they have for projects is unbelievable. The state stepped up with significant highway improvements, and the county and towns built housing for employees, new schools, a rec center, a daycare facility, and a new hospital. Lastly, Mr. Burgess said he had more questions about the pension plan.

At 10:30 a.m., Lincoln County Roundhouse Representative Roxie Devers and Chris Fox, President of Roundhouse Preservation, Inc., met with the Board to present an amended contract with the State Historical Fund. Mr. Kimble reviewed the contract and asked if the only change was the extension of the deadline from December 13, 2019, to December 13, 2020. Mrs. Devers told him that was correct. Mr. Burgess made a motion to approve Contract Amendment #2017-01-028B with the State Historical Fund for an extension of the contract. Mr. Stone seconded the motion, which carried unanimously.

Mrs. Devers said she almost asked the commissioners to stop all work because Spectrum isn't getting her the paperwork she needs. She asked for a simple form in June and still hasn't received it, and what paperwork she did get was wrong. Mrs. Devers also got an email that

they would be put on the inactive list because they hadn't asked for any money; however, Spectrum hasn't submitted any bills. She told the person who took over when Chris Cella left that the county would pay invoices on October 31. She also explained that the project could be audited, so she needed something from them to complete her paperwork. Mr. Burgess asked if the commissioners needed to call someone, and Mr. Kimble added that it sounded like they were in breach of their contract. Mrs. Devers said they are working on the building, they're just not doing the paperwork, so she hated to have them stop. She added that they wouldn't be able to apply for TAP funds if they were inactive. Mr. Burgess felt that Mr. Kimble should write a letter to the owner of Spectrum General Contractors regarding the fact that the company hasn't submitted the proper paperwork to CDOT. Mr. Kimble said he'd pull out the file and draft a letter. Mrs. Devers commented that she also never got another payroll since Spectrum completed the work on the roof. Mr. Burgess said that they'd let the company continue to work until they asked for money; at that point, the Board can tell them they need the proper paperwork before the county would make any payments.

Chris Fox asked the commissioners if the county could clean out Bay 1 for the Big Boy Locomotive stop on November 23 and 24. They would like to give tours of the roundhouse on those days and set up a place for hot drinks and soup. If the county could clear off the floor and level it with some road base, it would help with the overall presentation and cleanliness of the place. He asked if they could also turn on the power, but Mr. Burgess said there is no power to the facility yet. Mrs. Devers added that Spectrum had it on when they were here using it, but shut it off when they finished the last time. Mr. Fox said they'd need a generator then, and Mr. Burgess told him to contact Kip Parker at Veris Environmental.

The group discussed if the county could do anything to the interior of the building without the Historical Society's permission. Mrs. Devers said that they didn't care about the inside; it was the outside that was the historical part of the structure. Mr. Fox added that finishing this last phase on the doors and windows would complete the historical portion of the project.

At 11:00 a.m., Lincoln Community Hospital CEO Kevin Stansbury met with the Board to provide a monthly report. Mr. Stansbury wanted the Board to know that there would be a meeting with the insurance commissioner at the depot the following day if they wanted to attend. He shared a letter regarding the hospital's perspective on the state's proposed "public option" draft plan. Mr. Stansbury also reported that the Denim and Diamonds gala should net at least \$30,000 and that they promised five percent of the proceeds to the veterans' memorial fund. There was a sizable crowd, and everyone seemed to enjoy themselves.

After Mr. Stansbury left, Mr. Kimble reported that he'd sent a proposed resolution on oil and gas to the commissioners for their review. Since the county doesn't have oil and gas regulations, he wasn't sure if they could pass such a resolution. He added that he had a conference call coming up on Wednesday and would learn more then.

Mr. Piper reported that he had to increase the credit limit on the county credit card for the COG bus driver to \$300 due to company policy.

Mr. Piper spoke briefly about a letter from DOLA received by Hugo Town Clerk Maria Nestor. The letter indicated that the law regarding an entity bringing in more than 5.5% of their tax revenue from the previous year didn't apply to those that de-Bruced. Mr. Kimble said that prior to TABOR, entities could keep their excess tax revenue. He added that he was waiting for information from the bond attorney, who would know the answer. Mr. Piper said he'd go ahead with the budget planning including a 5.5% increase.

Mr. Piper said he'd assumed the commissioners would have to approve a supplemental appropriation for the General Fund due to the million-dollar loan to the hospital. However, there was a chance that they might not have to.

As for old business, Mr. Piper said he'd found that the commissioners changed the 1,500-hour rule to 1,820, which would coincide with a thirty-five-hour-workweek. After some discussion, Mr. Burgess made a motion to leave the rule of 1,820 hours in the pension plan rather than change it to 1,500 hours as previously decided. Mr. Stone seconded the motion, which carried unanimously.

With no further business to come before the Board, Mr. Schifferns adjourned the meeting at 11:50 a.m. The next meeting is at 9:00 a.m. on October 30, 2019.

Corinne M. Lengel, Clerk to the Board

Ed E. Schifferns, Chairman

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

9:00 Call to order and Pledge of Allegiance

10:00 John Mohan, Lincoln County Maintenance Director, to discuss and tour storage units for the Lincoln County Courthouse

1. Approve the minutes from the October 21, 2019 meeting
2. Review time sheets for Weed Control Coordinator Wayne Shade
3. Review the monthly management report from the First National Bank of Omaha
4. Review notice of annual meeting and election of board of directors for the Ports to Plains Alliance
5. Old Business
6. New Business
7. Approve payroll and expense vouchers

The Board of Lincoln County Commissioners met at 10:00 a.m. on October 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.

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

Mr. Stone made a motion to approve the minutes from the meeting held on October 21, 2019, as submitted. Mr. Burgess seconded the motion, which carried unanimously.

The Board reviewed timesheets for Weed Control Coordinator Wayne Shade, the monthly management report from the First National Bank of Omaha, and a notice from the Ports-to-Plains Alliance. The commissioners approved the eight nominees to the Ports-to-Plains Alliance board of directors.

When Mr. Schifferns called for old business, Mr. Burgess said that Brenda Howe created a spreadsheet to keep track of loads crossing the scales when they came into the landfill. In reviewing the data, he noticed that they might have been undercharging the town of Limon. The commissioners agreed to look at it the following year since they'd already approved the annual contracts with the municipalities for 2020. Having Ms. Howe continue her spreadsheet for several more months would help determine if they needed to increase the rates.

Mr. Schifferns asked if they'd ever replaced the carpets in the courts, but Mr. Burgess said he didn't think so. Mr. Schifferns also wanted to know if the electrician finished installing the magnetic door locks. Mr. Piper said he had one more to put in, which was going on the commissioners' room door, but the probation office asked for one. He asked if the commissioners wanted him to order another one for their room, which they did.

At 10:45 a.m., John Mohan stopped in to discuss storage units for the courthouse. Everyone agreed that it was too cold to tour the units and that it could wait for a warmer day. Mr. Mohan said there were things in the Conex container that they could throw away, such as some old desk parts and furniture. There are also several boxes of paper records, but he wasn't sure how long the retention period was on them. The question about storage space arose when they received a delivery of six pallets of copy paper instead of three, and they had nowhere to put the extra pallets. When putting it in the sheriff's shed, they put a hole in the floor, and Mr. Mohan said that now he would have to patch the hole somehow. Mr. Burgess suggested adding another three-quarter-inch floor across the entire shed, leaving the existing floor, and Mr. Mohan said he could do that. He commented that the problem with trying to get more Conex containers was that the town of Hugo recently passed an ordinance against anything new. A person also couldn't move one Conex container from one place to another within the city limits. Any existing storage units were grandfathered into the ordinance, however.

Mr. Schifferns asked Mr. Mohan if he'd fixed the handicap-accessible parking in the front of the courthouse, and Mr. Mohan said he had a plan for when the weather got nicer. He needs to

put up handrails, move some of the spaces further away from the curb, and repaint them. There is also work to do at the annex building, and since he knows of someone who has some community service to do, he said he'd use them for labor on a few of those projects.

Mr. Piper asked Mr. Mohan about the lift station certification at the fairgrounds since Wayne Nestor let his expire. Mr. Mohan said it would have to be someone with the proper certification, and Mr. Piper said he'd check with the town and see if someone else there could do it.

Mr. Piper asked the commissioners if they wanted him to order holiday hams for the county employees again, and they agreed. Osborne's Supermarket has a special on them.

Mr. Burgess said the three commissioners needed to meet at the landfill one day when it warmed up. He felt they needed a shop area to work in and suggested they add on to the office. Mr. Stone said if Mr. Burgess thought it necessary, there was no need for all of them to meet there; they should go ahead and do it. Mr. Burgess said it could cost from \$3,000 to \$5,000.

The commissioners approved the October payroll and several expense vouchers for the month, and then with no further business to come before the Board, Mr. Schiffers adjourned the meeting at 11:35 a.m.

Corinne M. Lengel, Clerk to the Board

Ed E. Schiffers, Chairman

Board of County Commissioners of Lincoln County
Agenda for October 31, 2019

- 9:00 Call to order and Pledge of Allegiance
- 9:30 Kevin Saffer and Sandra Collie to request for exemptions from the provisions of the Lincoln County Subdivision Regulations
- 10:00 Rick Ashcraft, District 3 Road Foreman, to discuss a potential road use agreement
- 10:30 Patricia Phillips, Human Services Director, to present the Department of Human Services monthly report
- 11:00 Jobeth Mills, Public Health Director, to present the September 2019 Public Health Agency's monthly report
- 11:30 Gillian Laycock, Town of Hugo Board Member, to discuss the OEDIT Rural Jumpstart program
- 1:00 Mike Whalen with the Colorado Retirement Association to discuss the Lincoln County 457 Retirement Plan
1. Approve the minutes from the October 30, 2019 meeting
 2. Review and act upon Resolution Number 997, a request for the renewal of the ambulance service license for the Tri-County Fire Protection District
 3. Review options regarding adjusting the payment schedule for the Karval Water Users
 4. County Commissioner reports
 5. County Attorney's report
 6. County Administrator's report
 7. Old business
 8. New business
 9. Approve additional expense vouchers if necessary

The Board of Lincoln County Commissioners met at 9:00 a.m. on October 31, 2019. The following attended: Chairman Ed E. Schifferns, Commissioners Steve Burgess and Doug Stone, County Administrator Jacob Piper, County Attorney Stan Kimble, and Clerk to the Board Corinne M. Lengel. Juliet Lundy with the Eastern Colorado Plainsman and Limon Leader attended until 11:30 a.m., and John Mohan attended until Dan Hendricks arrived at 9:30 a.m.

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

Mr. Burgess said he'd talked with Dan Hendricks after the meeting the day before and asked him to stop in and visit with John Mohan about replacing the carpet in the courts and hallways.

Land Use Administrator Fred Lundy arrived shortly after 9:00 and stayed through the discussion at 10:00 a.m.

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

Mr. Stone made a motion to adopt a resolution approving the annual ambulance service license renewal for the Tri-County Fire Protection District. Mr. Burgess seconded the motion, which carried unanimously.

At a regular meeting of the Board of County Commissioners of Lincoln County, Colorado, held in Hugo, Colorado, on October 31, 2019, there were present:

Ed E. Schifferns, Chairman	Present
Steve Burgess, Vice Chairman	Present
Douglas D. Stone, Commissioner	Present
Stan Kimble, County Attorney	Present
Corinne Lengel, Clerk of the Board	Present
Jacob Piper, County Administrator	Present

when the following proceedings, among others, were had and done, to-wit:

RESOLUTION #997 It was moved by Commissioner Stone and seconded by Commissioner Burgess to adopt the following resolution:

WHEREAS, pursuant to the Colorado Emergency Medical Services Act, Section 25-315.101, et seq., C.R.S., the Board of County Commissioners has the authority to establish requirements for the inspection, licensure, and operation of ambulance services, ambulance personnel, and ambulance vehicles operating in the county; and

WHEREAS, the Lincoln County Commissioners adopted Resolution #651 and thereby established rules and regulations governing the licensure of ambulance services operating within Lincoln County; and

WHEREAS, the Tri-County Fire Protection District has presented the Board of County Commissioners with an application to license the ambulance service and to permit their ambulance as a basic life support vehicle; and

WHEREAS, upon review the Board of County Commissioners determined that the documentation presented met the rules and regulations established under Resolution #651;

NOW, THEREFORE BE IT RESOLVED by the Board of County Commissioners of Lincoln County that the Tri-County Fire Protection District is hereby authorized to provide ambulance service in Lincoln County with a basic life support ambulance.

Upon roll call the vote was:

Commissioner Schiffers, Yes; Commissioner Burgess, Yes; Commissioner Stone, Yes.

The Chairman declared the motion carried and so ordered.

Board of County Commissioners
of Lincoln County

ATTEST:

Clerk of the Board

Mr. Piper provided copies of a proposal adjusting the payment schedule for the Karval Water Users loan. He explained that he included the \$4,386.50 for the media they'd recently added, bringing the total amount due to \$8,272. After reviewing several options of repayment, the commissioners agreed to five equal annual installments. Mr. Burgess made a motion to adjust the Karval Water Users' yearly loan payments to \$1,654.40, beginning in 2020. Mr. Stone seconded the motion, which carried unanimously.

Mr. Burgess reported that he went by the Genoa shop on October 21. He and Bruce Walters discussed equipment needs for 2020. On October 22, Mr. Burgess ordered an air dryer for the landfill's air compressor. He also went by the landfill and talked to Mick Jaques about building a wall and expanding the office so they could keep the tire changing machine and air compressor from freezing. Afterward, he went to Hugo for the Colorado Opinion for Health Care Coverage meeting that hospital CEO Kevin Stansbury invited the commissioners to attend. Mike Conway, with the Insurance Commission Division, presented information regarding changing the Medicare reimbursement rate and other cost savings plans in the insurance industry. The contractor was doing some work at the roundhouse when Mr. Burgess stopped by later that day. He wanted to know if the electric company pulled the line. Mr. Burgess went to KC Electric and found out the line was still active, and Spectrum could hook up to it if they wanted to. On October 23, Mr. Burgess picked up the air dryer and took it to the landfill. He learned

there is a noise in the back end of the compactor again. They also discussed how to close off the area for the tire machine and air compressor. Mr. Burgess asked Mr. Piper to schedule a time that the commissioners could tour the Conex containers with John Mohan. After discussing it with Bruce Walters on October 24, Mr. Burgess said they ordered a new Mack truck for next year. They also toured roads. Chris Monks called to tell him that A & E wanted to get gravel locally. He wondered if they needed a road use agreement.

On October 28, Mr. Burgess went to the hospital to sign a support letter to adjust Medicare rates. He contacted the Colorado Retirement Association regarding an employee borrowing against their 457 accounts and learned that the county doesn't allow it as part of the plan. Mr. Burgess went to Genoa on October 29 and looked at trailers and then stopped by the landfill. Mr. Piper called him about allowing out-of-town staff to leave early because of the weather, which was okay with him. He also stopped by CDOT and asked them to let the county know when they had their pre-con for the State Road 71 project. After the meeting on October 30, Mr. Burgess went by the hospital to talk with Kevin Stansbury. He also asked Robert at Hugo Lumber for ideas on how to enclose the area at the landfill. Lastly, Mr. Burgess saw Dan Hendricks and asked him to stop in the commissioner meeting the following day.

Mr. Stone reported talking with Rick Ashcraft about the A & E Road agreement on October 22. He went by the shop on October 24, and he and Mr. Ashcraft discussed trading for a new road grader. He also checked roads south and east of Karval. They had between one and two inches of snow in District 3 on October 28, and it snowed again on the Twenty-ninth. Mr. Stone spoke with Mr. Piper about the best way to contact him regarding courthouse closures. He then talked to Mr. Ashcraft about sending the road crew home and having them come in early the next morning to start plowing snow. On October 30, Mr. Ashcraft told Mr. Stone that it snowed more on the western side of the county, and there were areas that they would need to plow. Mr. Stone stopped by the shop after the commissioner meeting the previous day and learned that John Rowe, with CAT, provided his road foreman with a quote for a road grader. Mr. Rowe said they wouldn't deliver it until April or May.

Mr. Schifferns reported talking with Chris Monks on October 21 about cleaning out the roundhouse. He checked roads on October 23 and took a call on October 28 that the Arriba overpass needed some work done to it. Mr. Schifferns left a message for Travis Miller, who later called him back. Mr. Schifferns explained the problem, and Mr. Miller fixed the overpass the following day. On October 29, Mr. Schifferns spoke with Mr. Piper about the weather and possibly closing the courthouse, and on October 30, he told Travis Miller that the merging lanes off of westbound I-70 at Arriba were too short.

Mr. Kimble reported that he'd drafted a letter to Spectrum General Contractors since Ms. Devers hadn't received the proper paperwork from them. After he sent the letter, Ms. Devers informed him they did send everything she needed.

The commissioners asked Mr. Kimble to check into whether or not the county would need to create a community corrections board and a program to help released inmates find gainful employment. He felt that the statute makes it sound discretionary, not obligatory. Mr. Kimble participated in a phone conference with eight other eastern region attorneys regarding oil and gas regulations and the new Act. He said the Front Range had issues for quite some time, but Weld and Larimer counties are trying to convince the Oil & Gas Commission that they know what's best for their areas. They will discuss it more at the attorney conference next month. Mr. Kimble felt the county would have to put something in place regarding oil and gas regulations and that there was no way around it. Staying amenable to production would be the key, since the county depends on the income from property taxes, unlike the Front Range.

Lastly, Mr. Kimble said that Elbert County adopted a hemp ordinance and asked the commissioners if they wanted him to read it. Land Use Administrator Fred Lundy spoke up to say that there has been quite a bit of interest in the community regarding hemp.

At 9:30 a.m., Kevin Saffer and Jim Collie met with the Board to discuss exemptions from subdivision regulations. Mr. Lundy said he had no concerns with either of the parcels in question; neither limited access or created inaccessible plots of land, and there were no changes to the utilities.

Mr. Stone made a motion to adopt a resolution granting an exemption from subdivision regulations on a parcel of land in the north half of Section 22, Township 9 South, Range 53 West for Kevin Saffer. Mr. Burgess seconded the motion, which carried unanimously.

At a regular meeting of the Board of County Commissioners of Lincoln County, Colorado, held in Hugo, Colorado, on October 31, 2019, there were present:

Ed E. Schifferns, Chairman	Present
Steve Burgess, Vice Chairman	Present
Douglas D. Stone, Commissioner	Present
Stan Kimble, County Attorney	Present
Corinne Lengel, Clerk of the Board	Present
Jacob Piper, County Administrator	Present

when the following proceedings, among others, were had and done, to-wit:

RESOLUTION #995 It was moved by Commissioner Stone and seconded by Commissioner Burgess to adopt the following resolution:

WHEREAS, application has been made by Kevin Saffer for exemption from the Lincoln County Subdivision Regulations on a parcel of land in Lincoln County described as follows:

A parcel of property located in the North half of Section 22, Township 9 South, Range 53 West of the 6th Principal Meridian, Lincoln County, Colorado, more particularly described as follows:

Beginning at the East 1/4 – Corner of said Section 22 and considering the East line of said Section 22 to bear North 00° 00' 00" East; Thence South 89° 54' 21" West along the South Line of the North Half of said Section 22, a distance of 1694.13 feet; Thence North 00° 00' 00" East, a distance of 688.04 feet; Thence North 89° 54' 31" East, a distance of 692.90 feet; Thence North 16° 14' 14" East, a distance 366.93 feet; Thence North 89° 31' 40" East, a distance of 898.66 feet to a point on the East line of said Section 22; Thence South 00° 00' 00" West along the East line of said Section 22, a distance of 1046.06 feet to the point of beginning, said parcel containing 34.5 Acres more or less.

Said tract of land is subject to any rights-of-way or other easements as granted or reserved by instruments of record or as now existing on said tract of land; and

WHEREAS, the request for this exemption did not include a request for a change of use of the property; and

WHEREAS, under Section II-27-D-Subdivision, the Board of County Commissioners may exempt from this definition of the terms "subdivision" and "subdivided land" any division of land if the Board of County Commissioners determines such division is not within the purposes of this article;

NOW, THEREFORE BE IT RESOLVED by the Board of County Commissioners of Lincoln County that the parcel as described in the application be excluded from the provisions of the Lincoln County Subdivision Regulations so long as there is not a change in the present use of the property;

BE IT FURTHER RESOLVED that this exemption from the provisions of the Lincoln County Subdivision Regulations excludes any future division of the property without subsequent approval by the Board of County Commissioners.

Upon roll call the vote was:

Commissioner Schiffers, Yes; Commissioner Burgess, Yes; Commissioner Stone, Yes.

The Chairman declared the motion carried and so ordered.

Board of County Commissioners
of Lincoln County

ATTEST:

Clerk of the Board

Mr. Burgess made a motion to adopt a resolution granting an exemption from subdivision regulations on a parcel of land in the north half of Section 16, Township 9 South, Range 56 West for Sandra Collie. Mr. Stone seconded the motion, which carried unanimously.

At a regular meeting of the Board of County Commissioners of Lincoln County, Colorado, held in Hugo, Colorado, on October 31, 2019, there were present:

Ed E. Schifferns, Chairman	Present
Steve Burgess, Vice Chairman	Present
Douglas D. Stone, Commissioner	Present
Stan Kimble, County Attorney	Present
Corinne Lengel, Clerk of the Board	Present
Jacob Piper, County Administrator	Present

when the following proceedings, among others, were had and done, to-wit:

RESOLUTION #996 It was moved by Commissioner Burgess and seconded by Commissioner Stone to adopt the following resolution:

WHEREAS, application has been made by Sandra Collie for exemption from the Lincoln County Subdivision Regulations on a parcel of land in Lincoln County described as follows:

A parcel of property located in the North half of Section 16, Township 9 South, Range 56 West of the 6th Principal Meridian, Lincoln County, Colorado, more particularly described as follows:

Commencing at the North West corner of said Section 16 and considering the West line of said Section 16 to bear South 00° 17' 45" East; Thence South 89° 21' 36" East, a distance of 1876.20 feet; Thence South 01° 36' 13" East, a distance of 1499.86 feet to the point of beginning;

Thence North 88° 29' 39" East, a distance of 50.61 feet; Thence South 01° 26' 28" East, a distance of 53.18 feet; Thence North 88° 25' 37" East, a distance of 448.99 feet; Thence North 01° 33' 56" West, a distance of 450.12 feet; Thence South 88° 24' 39" West, a distance of 255.10 feet; Thence North 01° 33' 47" West, a distance of 353.90 feet; Thence North 88° 25' 10" East, a distance of 394.91 feet; Thence South 05° 12' 45" East, a distance of 295.16 feet; Thence North 85° 07' 51" East, a distance of 310.79 feet; Thence South 37° 14' 37" East, a distance of 117.02 feet; Thence South 36° 36' 18" East, a distance of 21.70 feet; Thence South 05° 23' 56" East, a distance of 275.81 feet; Thence South 02° 06' 42" East, a distance of 1054.90 feet; Thence South 41° 59' 57" East, a distance of 188.14 feet to a point on the North right of way line of State Highway 40; Thence South 68° 54' 00" West along said North right of way line, a distance of 173.99 feet; Thence South 89° 52' 45" West, a distance of 142.10 feet to a point on the Northerly right of way line of Interstate 70; Thence North 64° 24' 45" West along said

Northerly right of way line, a distance of 1003.70 feet; Thence North 01° 36' 13" West a distance of 708.42 feet to the point of beginning, said parcel containing 32.69 acres, more or less.

Said tract of land is subject to any rights-of-way or other easements as granted or reserved by instruments of record or as now existing on said tract of land; and

WHEREAS, the request for this exemption did not include a request for a change of use of the property; and

WHEREAS, under Section II-27-D-Subdivision, the Board of County Commissioners may exempt from this definition of the terms "subdivision" and "subdivided land" any division of land if the Board of County Commissioners determines such division is not within the purposes of this article;

NOW, THEREFORE BE IT RESOLVED by the Board of County Commissioners of Lincoln County that the parcel as described in the application be excluded from the provisions of the Lincoln County Subdivision Regulations so long as there is not a change in the present use of the property;

BE IT FURTHER RESOLVED that this exemption from the provisions of the Lincoln County Subdivision Regulations excludes any future division of the property without subsequent approval by the Board of County Commissioners.

Upon roll call the vote was:

Commissioner Schiffers, Yes; Commissioner Burgess, Yes; Commissioner Stone, Yes.

The Chairman declared the motion carried and so ordered.

Board of County Commissioners
of Lincoln County

ATTEST:

Clerk of the Board

At 10:00 a.m., Rick Ashcraft and Chris Monks met with the Board to discuss a potential road use agreement with ATS Construction for State Highway Project: STA 0711-018. Mr. Ashcraft said that the company wanted to use half a mile of County Road 19 in District 3 and a mile of County Road 2K in District 1. He told them they wouldn't be allowed to use any county roads other

than those two. Mr. Stone asked about imposing fines if they didn't follow instructions. Mr. Lundy said he would put together a road use agreement for them using the standard format, which included a fee of \$500 for each instance of noncompliance. The company plans to begin work in March of 2020, but they would start hauling materials and setting up their plant before that. Mr. Burgess and Mr. Schiffers felt that they should require a water truck to keep the dust down, but Mr. Lundy said there is a paragraph in the agreement that addresses dust control. He asked if they should require the million-dollar performance bond or if they wanted to adjust the amount. Mr. Ashcraft felt it should be lower, and the group agreed on \$250,000. Chris Monks asked if they should require a permit before they build the plant, which might guarantee the company signed the road use agreement. Mr. Lundy said a development permit would have to go before the Land Use Board, and he wasn't sure there would be enough time to get everything done before ATS started work. He added that a development permit gives a permanent change of use permissions, but this case would only be a temporary change of use.

Rick Ashcraft asked why the county didn't require road use agreements for oil and gas development. Mr. Kimble said the commissioners planned to start working on oil and gas regulations, so they could include that requirement when they did so. Chris Monks suggested that the Board reinstate the hazmat routes in the county as well. At one time, they could dictate routes for hauling hazardous materials, but for some reason, the designation went away. He said he'd asked the hazmat troopers with CSP, and they told him they couldn't enforce anything because the county didn't have designated routes.

At 10:00 a.m., Robert Kraxberger, with the Department of Human Services, met with the Board in place of Director Patricia Phillips to give the monthly report. He provided the commissioners with the September financial report and employee timesheets but had nothing else to report.

Public Health Director Jobeth Mills met with the Board at 11:00 a.m. to give her report for October. She also answered several questions from the commissioners regarding shingles and flu shots.

Town of Hugo board member Gillian Laycock arrived for her appointment at 11:15 a.m. She presented information regarding the OEDIT Rural Jump-Start Zone program, stating that the program manager, Ken Jensen, offered to meet with the town board to educate them further. The program, based on Senate Bill 15-282, is a tax relief program for new businesses and new hires who locate into certain designated areas called Jump-Start zones. Relief from state income taxes, state sales and use tax, and county and municipal business personal property tax are some of the benefits to new businesses. Relief from state income tax for the employee is also an advantage of the program. Institutes of Higher Education, counties, municipalities, businesses, and employees all combine efforts to make the program a success. IHE's play a key role because every business that applies must do so through an IHE, who must also endorse them. To participate in the program, the EDC must designate a county as economically distressed, after which the county must pass a resolution to offer tax relief. Several Colorado counties have formed Rural Jump-Start zones, including two in the eastern region; Logan and Prowers. Mrs. Laycock came to the commissioners to see if there would be interest from the

county in learning more. She stated that a business would have to be a brand new industry or technology with no statewide competition before being allowed into the program. The Board agreed to hold a joint meeting with the Hugo town board and Mr. Jensen sometime after the first of the year.

Mr. Piper reported that he'd contacted county auditor Ronny Farmer about the question the commissioners had regarding a county employee in one position working part-time at another county job. Mr. Farmer said that several businesses do so, but that it could potentially cause the county to pay retirement contributions for up to three years retroactively. The Board agreed to have Mr. Piper speak with the janitor to see if she would have time to complete the duties currently handled by another county employee.

There was no old or new business to discuss, so the Board adjourned for lunch at 11:53 a.m.

When the meeting reconvened at 1:00 p.m., the Board conducted a conference call with Mike Whalen from the Colorado Retirement Association. Finance Director Andrea Hendricks attended the meeting during the call.

Mr. Whalen explained that the county's plan has a provision to allow loans, but it is up to the commissioners to decide whether or not they enable employees that privilege. IRS regulations drive the content of most of the program, but if the county chose to develop a loan policy, it could do that as well. For instance, the maximum loan amount an employee could take from their fund would be \$50,000, which is an IRS regulation. The minimum loan is \$2,500, which could be part of the county's policy. Since CRA is a 457 plan, the employee is fully vested right away. Should the county decide to turn on the ROTH option, any ROTH money wouldn't be part of a loan calculation. The general loan program has no restrictions, but Mr. Whalen encouraged the commissioners to add some if they chose to allow the option. Restrictions might include: allowing only one loan or refinance per twelve-month period, permitting one refinance for the life of the loan, or adding a \$50,000 or 50% of vested balance restriction.

For a Balance Reduction Loan, the employee would fill out the loan application and get a loan quote from the record-keeper who verified the assets. The record-keeper would then determine what payroll deductions would repay the loan, process the paperwork, and cut the check to the employee. At that time, the employee's account balance would decrease by the full loan amount. The employee would then be required to start paying back the loan through their paycheck within a couple of months. Mr. Whalen said that loan payments don't count toward annual contribution limits. The payroll deduction would run through the life of the loan or until the employee refinanced it, or until they paid it off outside of payroll.

Mr. Piper asked what would happen if the employee quit before paying off the loan. Mr. Whalen explained that the full amount was due at the time the person left employment.

Mr. Piper also asked if an employee could take an early withdrawal of their account, but Mr. Whalen responded that there are only a couple of ways a person could make an in-service

withdrawal. If the employee rolled their money from another source, such as an IRA, they could pull that money at any time. They could also make a de Minimis withdrawal if they had less than \$2,000 in their account or had worked for less than five years. An individual at the age of 70 and ½ could take any amount at any time. According to the IRS, an employee must meet a qualifying event such as disability, death, or separation from employment before they could access their money in a 457 account. Mr. Whalen added that the employee would also have to pay back interest, which is the prime rate plus one percent. The plan offers a general-purpose loan, which has no strings and must be paid off within five years, or a primary residence loan, which must be used to purchase a primary residence. The term of the latter is fifteen years.

Mr. Burgess commented that he felt many employees were unaware of the stipulations on their 457 accounts, and Mr. Whalen said that CRA could do a plan review and educational piece for the employees if the commissioners wanted them to. Mr. Burgess asked what they would have to do to add the loan option. Mr. Whalen said they would have to fill out the Change to Participation Agreement and attach a loan policy and any restrictions. He said that if they intended to change it, they should do so at the beginning of a pay period.

Lastly, Mr. Whalen said there is an in-service withdrawal option within the plan for unforeseeable circumstances. Those include uncovered medical, pending foreclosure or loss of primary residence, or burial costs for a dependent. The Board thanked Mr. Whalen for his time and clarification.

Mrs. Lengel commented that they first needed to see if the new accounting system could handle another payroll deduction for loan repayment. She felt that it should, but there would be no point in moving forward if it couldn't.

With no further business to come before the Board, Mr. Schiffers adjourned the meeting at 1:40 p.m. The next meeting will be at 9:00 a.m. on November 8, 2019.

Corinne M. Lengel, Clerk to the Board

Ed E. Schiffers, Chairman