

Board of County Commissioners of Lincoln County
Agenda for August 16, 2023

- 9:00 Call to order and Pledge of Allegiance
- 9:30 Kelly Meier, Public Health Director, to provide a monthly update
- 10:00 Andrew Pellet to discuss various projects
- 11:00 Cory Stark, East Area Field Manager with DHSEM, and Ken Stroud, Emergency Management Director, to discuss the Public Assistance delivery process
- 1:00 Reconvene at the Lincoln County Landfill for a workshop to discuss daily cover issues

-To be completed as time permits-

1. Approve the minutes from the August 7, 2023, meeting
2. Review July 2023 reports from the County Assessor, County Clerk & Recorder, County Sheriff, and County Treasurer
3. Review July 2023 Statement of Revenues and Expenditures for County General, Public Health, Capital Projects, Conservation Trust, E911, Landfill, Library, Lodging/Tourism, Human Services, Road & Bridge and Individual Road Districts
4. Review the July 2023 reports from the Colorado Counties Casualty and Property Pool and Workers' Compensation Pool
5. Review the Lincoln County Treasurer's Schedule of Receipts and Disbursements for the first half of 2023
6. Review and act upon a financial assurance letter regarding landfill closure and post-closure costs
7. Discuss Lincoln County I.T. needs
8. County Commissioner reports
9. County Attorney's report
10. County Administrator's report
11. Old Business
12. New Business

The Board of Lincoln County Commissioners met at 9:00 a.m. on August 16, 2023. Chairman Doug Stone, Commissioners Steve Burgess and Wayne Ewing, County Administrator Jacob Piper, Clerk to the Board Corinne M. Lengel, and Limon Leader reporter Stephanie Zwick attended. County Attorney Stan Kimble was absent and excused.

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

Mr. Burgess moved to approve the minutes from the meeting held on August 7, 2023, as submitted. Mr. Stone seconded the motion, which carried.

The Board reviewed the July 2023 reports from the Assessor, Clerk & Recorder, Sheriff, and Treasurer, and the July 2023 statements of revenues and expenditures for the General, Public Health, Capital Projects, Conservation Trust, E911, Landfill, Library, Lodging/Tourism, Human Services, Road & Bridge funds, and individual road districts. The commissioners also reviewed the Colorado Counties Casualty and Property Pool and Workers' Compensation Pool July 2023 reports.

At 9:30 a.m., Mr. Stone recessed the Board of County Commissioners meeting and opened the Board of Public Health meeting. Public Health Director Kelly Meier asked for signatures on two contracts, an amendment to the EPR contract and an increase in the Medical Reserve Corps contract. She had forgotten to include \$1,500 in her budget to pay the renewal fee on the ID printing machine belonging to the Healthcare Coalition, but EPR required the chairman's signature on the amendment. Mrs. Meier said the state reimburses her department \$5,000 for the Medical Reserve Corps training and volunteer recruitment but suggested she apply for additional money since they already do the work. They would get \$12,672 over the next two years. Mr. Stone signed both contracts.

Mrs. Meier informed the commissioners that the state would pay for her to obtain her master's degree in public health and asked their opinion. She would take night classes through the University of Memphis, which she assured them would not affect her work schedule or office hours. The Board agreed she should proceed with her education.

Mr. Burgess said he'd received an email regarding the Board of Public Health training required by HB21-1115 and that they had until the end of the year to complete it. Mrs. Meier hadn't gotten the email but said she'd find out more information and get back to them.

Mr. Burgess asked if Mrs. Meier had heard anything regarding funding for the alcove area outside the clerk's office. She said she hadn't priced screening or other materials but requested \$5,000 of CDC infrastructure funding when submitting her budget, although she hadn't received word back yet.

Mrs. Meier left, and Mr. Stone adjourned the Board of Public Health meeting and reconvened the Board of County Commissioners meeting.

The Board reviewed the Treasurer's six-month Schedule of Receipts and Disbursements and a financial assurance letter regarding landfill closure and post-closure costs. Mr. Burgess moved to approve the latter, and Mr. Ewing seconded the motion, which carried unanimously.

Mr. Piper had no new information regarding a full-time IT person but said he had a note to discuss at this meeting. Mr. Burgess commented he was always hesitant to add another position but also felt it was probably time in this case. He noted that Centennial Mental Health has nine employees in its IT department and thought the hospital had two.

When asked if the county needed someone forty hours a week, Mr. Piper said it didn't necessarily need forty hours but should probably be full-time. He added that the county's insurance carrier constantly pushes the cybersecurity issue, such as how many electronic documents the county has, which he doesn't have time to track.

Mr. Burgess asked if the IT person would handle the sheriff's office and DHS, and Mr. Piper told him they couldn't do everything because the state had different requirements, particularly in DHS. He had some ideas for office space if the commissioners agreed to hire someone.

Mr. Ewing said they should talk to James Martin and see if he were interested in the position and what he might consider an agreeable salary. Mrs. Lengel noted that she budgets approximately \$6,000 for IT between the Clerk and Elections budgets, so if other departments did the same, that money could go toward the IT department. Mr. Piper said most offices use their Office Supplies line item for IT, but the Admin department spends quite a bit.

Mr. Stone asked to have James Martin meet with them at the next meeting, and Mr. Burgess asked if he would be an exempt employee or eligible for overtime. Mr. Piper felt they should create an IT department, making him a department head and an exempt employee. Making a department would enable the county to track specific expenditures, such as cybersecurity, computer hardware and software, and salary and benefits.

John Mohan dropped in at 9:50 a.m. Cory Stark and Ken Stroud arrived at 10:00 a.m.

Mr. Mohan said the doors and commodes of the sheriff's office lobby restrooms should be ADA-accessible. They also discussed the jury assembly restroom project, and Mr. Mohan felt they could remove and reuse the doors. He didn't believe the project would be too expensive if they did that, framed the walls, and added ADA-accessible toilets and grab bars. The door openers were roughly \$4,000 each. Mr. Piper told him they needed a quote and scope of work for the grant application but didn't think it had to be an actual bid yet.

Mr. Burgess asked about the two election room doors, and Mr. Mohan said Kenny Mills would be there at the end of the week to rekey the two locks. He also wanted him to look at the door to the lounge kitchen to see if he could fix it.

Eric Stum had looked at the lobby floor and said overlaying it with laminate flooring wouldn't last more than ten or fifteen years. They could de-grout and re-grout it, but it would take a lot of time. Mr. Stum believed ceramic tile was the best option and told Mr. Mohan they had a machine that would peel off the old stuff. They could then retile with 16" x 32" tiles with smaller grout lines. He said they could epoxy the floor, but with the high traffic and ice melt material it would have to withstand, it might not last very long. Whatever the commissioners decided, Mr. Mohan said they needed to do it right. Mr. Burgess asked about polished concrete, but Mr. Mohan's response was the same; he didn't know if it would hold up.

Regarding painting at the roundhouse, Mr. Burgess said the State Historical Society sent a list of maintenance demands, including hand-painting certain areas with a brush. He asked if the county had to follow them. Mr. Piper told him they should discuss it with Roxie Devers, but the county would likely risk losing the grant money if they didn't abide by the rules. Mr. Burgess suggested asking for painting bids since the county didn't have the equipment, manpower, or time for the job. Mr. Stone asked if they needed to talk to someone with more authority than Mrs. Devers and suggested contacting the person who sent the letter.

Mr. Burgess returned to the discussion about the toilets at the sheriff's office, and Mr. Mohan said it wouldn't be hard to fix them. He also said Misty had called him about the courthouse roof and apologized that they didn't place the order as anticipated. She would also like to talk to the commissioners about budgeting to fix more sections next year and the overall replacement cost. Mr. Piper noted that the county's insurance wouldn't cover any of it because they couldn't tie the damage to a specific event.

Mr. Stone asked how the new janitors were working out, and Mr. Mohan said he'd heard no complaints yet and left the meeting.

Andrew Pellett with Pellett Carpentry and Finishing arrived at 10:35 a.m. to discuss various projects. He estimated each jury assembly restroom to cost approximately \$15,000, including ADA door openers and electrical hookups. Mr. Pellett said he was still waiting on the laminate flooring from Superior Builders to finish the Treasurer's office and breakroom/bathroom in the commissioners' office, but it should be in by the end of the month. When he mentioned he hadn't heard anything on epoxy for the courthouse lobby, Mr. Ewing said the commissioners had concerns with an ice melt substance wearing it down. Mr. Pellett said the material was thicker, which made it nonslip, and they could probably test a small area for a couple of months to see how the ice melt affected it. Cleaning it more often would likely help.

Mr. Pellett left, and Mr. Piper said he would find out if the grant application required bids for the jury assembly room renovation or if he could submit an estimate instead.

District 2 Road Foreman Bruce Walters arrived at 10:45 a.m.

Mrs. Lengel requested a signature on the Colorado MV Express Self-Service Terminal Participation Agreement allowing county residents to renew license plates at statewide motor

vehicle kiosks. She said Mr. Kimble suggested the commissioners sign the document since it referred to “Lincoln County” rather than the “County Clerk and Recorder.”

Mr. Ewing moved to sign the Colorado MV Express Self-Service Terminal Participation Agreement, and Mr. Burgess seconded the motion, which carried unanimously.

Mr. Burgess reported talking to Bruce Walters in Genoa on August 8. They had rain north of Arriba; the crew mowed and graded roads. Mr. Burgess went to Hugo for a Zoom meeting with Mr. Stone, Mr. Piper, and Chris Monks to learn about off-system bridge funds—the grant application is due in October. He talked to Mr. Piper about an hourly wage for the new part-time annex janitor and setting up a time for the commissioners to visit the landfill. Mr. Burgess attended the county fair and said there was a good crowd. At the Centennial Mental Health meeting in Fort Morgan on August 10, Mr. Burgess learned they still have a high rate of employee turnover—almost 25%. He talked to Bruce Walters again and went back to the fair. Mr. Burgess attended the fair on August 11 and 12, including the parade on Saturday. Since it only lasted thirty minutes, Mr. Burgess asked if they needed to plan more activities afterward; people were at the fairgrounds by 11:00 a.m. with nothing to do. On August 14, Mr. Burgess talked to Mr. Walters, who told him crew members were fixing spots around Arriba where they’d had more heavy rain. Allen Chubbuck called from the landfill to say the compactor’s hydraulic line broke, and they needed metric tools to take it apart. Chris Monks called, concerned about cable heights on County Roads 35 and 2G and the fairgrounds sound system. The District 2 road crew worked on bad spots in the asphalt on County Highway 109 on August 15. They got three belly dump loads of asphalt from Colorado Springs. Even though they got the hydraulic hose off the compactor, NAPA couldn’t fix it, and ordering one from Power Equipment would take two-to-three weeks if they had one in stock. NAPA thought a place in Denver could rebuild it and had the hose, so they planned to try to fix it today. Mr. Burgess attended the Economic Development meeting at Mountain View Electric earlier this morning.

District 1 Road Foreman Chris Monks and District 3 Road Foreman Judd Kravig arrived at 10:50 and 10:55 a.m. while Mr. Ewing gave his commissioner report.

Mr. Ewing said he’d talked to Mr. Monks on August 1, and they discussed mowing at the fairgrounds and on the roads into Hugo. They hauled two or three loads of gravel to the fairgrounds. Mr. Ewing said they had some roads needing attention after several hard rains. He talked to Mr. Monks about mowing on August 3 and felt they were ready for the fair. Mr. Ewing said he thought their new employees were all set. Mr. Ewing took a vacation from August 6-12 but spoke with constituents and Mr. Monks about roads and the Cory Stark presentation. On August 13, Mr. Ewing talked to John Palmer about a few possible issues during the fair but said it went well, for the most part. Mr. Ewing talked to Chris Monks about taking care of the road at Kinney Lake. They also discussed new school bus routes and how better communication with the schools would help. Mr. Monks spoke with CPW personnel about wildlife areas, who said they had a plan. On August 15, Mr. Ewing learned it would take more work at Kinney Lake than they thought. He tried to have a Zoom meeting with Resources Unlimited, but their internet went down, cutting it short. Highlights from the Genoa town board meeting he attended that

evening were complaints of goats in town limits, weed problems and mowing, and building code enforcement. They received insurance payments for the tractor, Friends of the Genoa Tower were still delinquent with the GMS service, and their new maintenance employee was doing well. Also, at the town meeting, Troy McCue had discussed affordable housing at older commercial sites, Google listings, the Brown Funeral Home opening in Hugo, and an upcoming public hearing for comments concerning the annexation of the Tower.

At 11:00 a.m., DHSEM East Area Field Manager Cory Stark discussed the public assistance delivery process. He said the governor finished the federal disaster declaration requests for the nine counties (El Paso, Elbert, Lincoln, Kit Carson, Cheyenne, Washington, Logan, Douglas, and Arapahoe) on July 27. Mr. Stark felt they were fully vetted and would be approved, but if the feds consolidated the storms (the June 8-15 flooding in the first seven counties and the winds and water problems in Douglas and Arapahoe counties later that month), everyone would win. If not, Douglas and Arapahoe would be out of the discussion. Mr. Stark said everyone at the county and state level did their jobs well and timely, and now it was up to the feds to decide on funding, which would be 75/25. He added that there were eight major disaster declarations in the county's FEMA region, and now they had to deal with the island of Maui, meaning they had no control of the timeline. While he felt strongly that FEMA would approve funding, he couldn't say when it might be. Mr. Stark noted that the first phase was to request public assistance officially, then define the most critical projects, including studies, bidding, RFP work, and cost analysis. The state would assign project managers to help with those tasks, tracking, and reporting so the county didn't have to do it all. They would ultimately work toward final reviews and closeouts. The county would have to follow compliance reviews, and Mr. Stark warned that the commissioners would undergo extensive scrutiny and questions regarding insurance coverage. FEMA would want to know that the county had absolutely no insurance coverage on its roads and bridges. Mr. Stark also mentioned the three-year document retention period and possibly applying for post-mitigation funding. He cautioned that once the county used federal money to fix a road, it could never do it again. However, mitigating the situation would allow the commissioners to apply for that mitigation funding.

Mr. Burgess asked if the county could use in-kind for its 25% match, but Mr. Stark said some would have to be cash. The project person would help the commissioners decide the areas where county resources would best fit. Mr. Ewing asked if some of that could be material, and Mr. Stark said it could because they wanted to save federal money just as much as the state and county wanted to keep its money.

Mr. Stone said he had a road in District 3 that washed out twice in eight years and asked if that meant FEMA would say they needed to put in a bridge. Mr. Stark told him it was possible, or they could say they wouldn't pay because the county had had the problem before, but then they could apply for hazard mitigation funds.

Mr. Stone asked if FEMA would allocate a specific amount to each county. Mr. Stark said he estimated \$40-50 million for the nine counties, but the state would decide where the money went, not the feds. He added that the county's project liaison was Ted Lucero, and he would

know how the money portion worked. The funds wouldn't be competitive; the state knew the county's damages. Mr. Burgess wanted to know if costs already incurred by the county would be part of the allocation, but Mr. Stark said no. It would, however, open up opportunities wherein the county could ask for reconstructive reimbursement as long as it could provide receipts for time, material, and equipment. He suggested the commissioners continue to track everything unless they didn't plan to include it in one of the project windows.

Mr. Stone noted that District 3 planned to put the washed-out tubes back in because they had to open the road, and Mr. Stark told him to be sure and document what they did.

There were no other questions, so Mr. Stark, Mr. Stroud, and the road foremen left the meeting.

Mr. Burgess said they would have to appoint a commissioner for the CCI 2024 legislative session Zoom call on October 10, but they had until September 29. He also asked if it were time to discuss budgets and employee cost-of-living raises and said he would propose two-step increases. Mr. Burgess said they also needed to look at part-time employee pay since they had hired the new annex janitor at \$20 an hour.

Mr. Ewing mentioned the September 15 Eastern District meeting in Sterling and the TPR meeting in Akron on September 11.

Mr. Piper said that Ken Stroud got the special project grant for the Limon substation, and since he hadn't budgeted for the revenue, it would be best to overspend his budget. Mr. Piper added that the commissioners might want to consider leaving that line item in the Emergency Manager's budget for future grant instances.

Mr. Piper left the meeting for an appointment, and Mr. Stone reported meeting with Mr. Piper and Mr. Burgess on August 8 about the bridge grant. He also had a resident complain about the roughness of County Road 13. Mr. Stone attended the county fair the week of August 8 and said all seemed to go well, except there were still issues with the PA system. The District 3 road crew seal-coated the areas they chipped on August 14.

Stephanie Zwick asked why the county published the fair books in Elbert County instead of Lincoln County, but no one remembered for sure. Mr. Burgess said at one time, whoever published the fair books did so for free as long as they got all the advertising money.

The Board reviewed a letter from County Attorney Stan Kimble regarding property on County Highway 109.

With no further business coming before the Board, Mr. Stone adjourned the meeting at 12:30 p.m. The next meeting is at 9:00 a.m. on August 30, 2023.

Corinne M. Lengel, Clerk to the Board

Doug Stone, Chairman