

Board of County Commissioners of Lincoln County
Agenda for August 30, 2023

- 9:00 Call to order and Pledge of Allegiance
- 9:00 Public Hearing on a request from the Rotary Club of Limon, Colorado, for a Special Events Permit for the September 16, 2023, annual mouse races at 459 Indiana Avenue in Limon
- 9:30 Dana Foley, Sr. Loss Control Representative with CTSI, to review the County's five year loss analysis
- 10:00 Andrew Lorensen, Human Services Director, to present the Department of Human Services monthly report
- 11:00 Kevin Stansbury, Lincoln Community Hospital CEO, to provide an LCH report
- 11:30 Ronny Farmer with rfarmer llc, to present the 2022 audited financial statements
- 1:00 James Martin with Evergreen Systems & Technology, LLC to discuss Lincoln County's IT needs
- 1:30 Jeremiah Higgins, Lincoln County Assessor, and Patricia Smith with the Assessor's Office to discuss Geographic Information System matters

-To be completed as time permits-

1. Approve the minutes from the August 16, 2023, meeting
2. Review and act upon an employee credit card request for Ryan Davis
3. Review and act upon a Colorado Counties, INC. legislative committee commissioner designation
4. County Commissioner reports
5. County Attorney's report
6. County Administrator's report
7. Old Business
8. New Business
9. Approve Payroll

The Board of Lincoln County Commissioners met at 9:00 a.m. on August 30, 2023. Chairman Doug Stone, Commissioners Steve Burgess and Wayne Ewing, County Administrator Jacob Piper, and Clerk to the Board Corinne M. Lengel attended. County Attorney Stan Kimble attended until noon, and Limon Leader reporter Stephanie Zwick attended until approximately 2:30 p.m. Charlie Kendrick and Delon Fox with the Rotary Club of Limon were there when the meeting started.

Chairman Stone called the meeting to order and led the Pledge of Allegiance. Mrs. Lengel said she hadn't heard any negative comments regarding the requested Special Events Permit for the annual mouse races, so a hearing wasn't necessary. Mr. Ewing moved to approve the Rotary Club's request for a Special Events Permit for the September 16, 2023, mouse races. Mr. Burgess seconded the motion, which carried unanimously.

Mr. Kendrick and Mr. Fox left, and Mr. Burgess moved to approve the minutes from the meeting held on August 16, 2023, as submitted. Mr. Ewing seconded the motion, which carried unanimously.

Mr. Burgess moved to approve a county credit card with a \$3,000 limit for clerks' office employee Ryan Davis. Mr. Ewing seconded the motion, which carried unanimously.

Mr. Piper said the Board still needed to designate a commissioner for the CCI legislative committee meeting on October 6. Mr. Burgess had attended in 2022 and said he would do it again if no one else wanted to. However, the Board set commissioner meetings for the remainder of the year, one of which fell on October 6. They decided to keep the meeting light and set up the Zoom legislative meeting afterward. Mr. Piper said the form required an alternate designee, so Mr. Burgess agreed to be the designee and Mr. Ewing the alternate.

Mr. Ewing said he'd forgotten to report attending the Limon town board meeting when he gave his last commissioner report. After the commissioner meeting on August 16, he checked county roads out by Kinny Lake. He and Chris Monks then discussed mowing and blading the area before Labor Day, which the District 1 road crew completed. A resident concerned about County Highway 63 called Mr. Ewing on August 18, so Mr. Ewing checked it and some roads south of Arriba and then discussed them with Mr. Monks. After cleaning up a bus route on County Road 26, they planned to haul gravel and grade the roads. Mr. Monks talked to Bruce Walters about hauling from the Jamaco Pit. Mr. Ewing checked roads south of Arriba and 2W again on August 20. He spoke to Mr. Monks throughout the week about County Road 26 and working south of Arriba, commenting that Hwy 63 and some areas on 2W must be their priority. Mr. Ewing checked more roads and the fiber optic installation on August 27 and 28. He also talked to Mr. Monks and Mr. Burgess about the Mountain View Electric fiber optic meeting and another resident about the fiber optic lines. On August 29, Mr. Ewing again spoke with Mr. Monks about the Mountain View meeting and felt the company needed to supervise the installation. The road crew had hauled over eighty loads of gravel south of Arriba and continued to work other roads in the area, putting them behind with other blading and

mowing. They ripped, watered, and bladed an area on County Road 2W that was one of Mr. Ewing's concerns.

Mr. Burgess reported checking the District 2 crew's asphalt patching of County Highways 109 and 63 on August 17. They hauled eight loads from Colorado Springs. Mr. Burgess found a TV dumped on County Roads 38 and 3U, so he took it to the landfill and then to Will Glass for disposal. The landfill personnel got the compactor running; it took approximately thirty gallons of hydraulic oil to fill it. He talked to Jim McCormick about getting a scraper for the landfill; he would have one in about a month. Mr. Burgess also spoke with Robert Safranek about the county removing soil from an area where he runs cattle, which wasn't a problem. The District 2 crew worked on roads and mowed on August 21. Mr. Burgess met with Roger Guzman, Troy McCue, Donna Metcalf, and Greg Tacha to discuss the future of Mr. Guzman's Limon properties. The biggest issue was finding employees to work at his businesses. He wanted to develop the old Flying J gas station but couldn't find help and tried to buy the old motel, but the owner wouldn't sell it. Mr. Tacha said the town planned to put in the water line loop in 2024. Mr. Burgess and Land Use Administrator Ty Stogsdill looked at some gravel pits on August 22. The road crew continued to mow, haul gravel, and work on equipment and roads. Mr. Burgess attended a meeting with Mountain View Electric on August 28 to discuss the height of internet cable across county roads, fields, and pastures. They wanted twenty-one feet and planned to bore or replace existing poles with higher clearances if they couldn't accomplish that goal. Allen Chubbuck called Mr. Burgess to discuss the landfill shop lights. They needed new ballasts and bulbs or new fixtures. Mr. Burgess contacted a few counties about IT staff; some contracted with outsiders, and some had full-time staff. A resident called and voiced their concerns with the fiber optic lines. On August 29, Mr. Burgess went to Genoa and discussed equipment with Bruce Walters. They got the Cat blade fixed with a new fuel tank. Weed Coordinator Patrick Leonard stopped by to discuss the areas where he sprayed pre-emergent.

The Board met with CTSI's Senior Loss Control Representative, Dana Foley, via Zoom at 9:30 a.m. Mr. Foley provided the 2022 and five-year loss analysis for the Casualty and Property and Workers' Compensation Pools. CAPP returned \$1.5 million to the counties in 2022, while CWCP gave back approximately \$3 million. Of that, Lincoln County received a total of \$90,544, which included interest. Mr. Foley said that four of the county's five casualty claims in 2022 were auto-related, so he planned to meet with the sheriff to discuss them. Since vehicle claims are the loss leaders in the pool, Mr. Foley suggested offering the defensive driving class to employees again, which helped reduce impacts on county operations. He noted that if sheriff's deputies took the course, it could count toward their P.O.S.T. certification requirements. Mr. Foley also pointed out several training-related injuries of sheriff's deputies and suggested a return to work program, providing job duties within the employee's medical restrictions. He said the CWCP claims were relatively insignificant overall.

The five-year loss analysis for the CAPP showed the county had twenty-three claims averaging \$9,000 each. Mr. Foley said it wasn't comparable to the pool average of \$19,000. He asked if the sheriff's department had dashcams in their patrol vehicles, a best practice because bodycams didn't always present an accurate picture of occurrences, and CTSI could better

defend counties that provided video coverage. While installing dashcams in Road & Bridge vehicles wasn't a bad idea, Mr. Foley understood it depended on what the county could afford. He also felt the sheriff should have a pursuit policy if he didn't already and that vehicles needed to be pursuit-rated.

Human Services Director Andrew Lorensen arrived at 9:58 a.m.

Mr. Foley explained the five-year CWCP loss ratio, stating that 2018 was a low year and there were no claims in 2020. It jumped again in 2021 but dropped in 2022. Most claims were from the sheriff's office, several from training incidents, and the rest were slips, trips, and falls. Mr. Foley suggested looking at parking lots, sidewalks, and drainage issues, requiring proper footwear of Road & Bridge employees, and even providing ice melt material to employees to use on their way to and from their vehicles.

There were no questions for Mr. Foley, and Mr. Piper disconnected the Zoom call.

The Board reviewed the DHS financial reports, employee timesheets, Income Maintenance, Child Welfare & Adult Protection, and director's reports.

Mr. Lorensen would like to trade in their blue 2013 or 2014 Dodge Avenger because of its high mileage and replace it with a small, more fuel-efficient vehicle. Mr. Burgess asked Mrs. Lengel if the car would be better than the van her employees sometimes used, but Mr. Lorensen said the car only comfortably seated four. He told the commissioners that the county had paid half the cost of their last vehicle, and DHS programs paid the other half. Mr. Burgess asked if they had a family to whom they could donate the Avenger, and Mr. Lorensen promised to check. Mr. Stone told him to add a new vehicle to his 2024 budget request.

Lincoln Health CEO Kevin Stansbury met with the Board at 11:00 to provide his monthly report. He introduced their new CFO, Darcy Howard, from Oakley, Kansas. Mrs. Howard said she appreciated rural communities and looked forward to working in Hugo. She was also impressed with the accuracy of the Lincoln Health financials.

Mr. Stansbury said the difference in the July payroll line item was from salary increases, and Mr. Ewing asked if they'd added more employees. Mr. Stansbury told him it was general inflation and a shortage of healthcare workers but that they didn't have much turnover in staffing right now. He added that they wanted to reach a point where they could pay for employees' health insurance benefits. Mr. Burgess told him that a high deductible plan and Health Savings Account had saved the county close to a quarter of a million dollars since implementation.

Mr. Stansbury said he'd met with the Hugo town board, and Mr. Kimble proposed an MOU for the land transfer that they would present at Thursday's hospital board meeting.

Mr. Stansbury and Mrs. Howard left, and Mr. Stone reported receiving a call from an upset resident who claimed the weed coordinator had sprayed and killed several trees along a county

road. Mr. Stone contacted Patrick Leonard, who said the road foreman told him to do it. Mr. Stone checked roads east of the Cage Ranch and west of Durhams on August 21. He also looked at County Road K, where they replaced tubes, and talked to Judd Kravig. Mr. Stone spoke with Mr. Kravig again on the Twenty-second; they discussed oiling projects and their International truck. While mowing on August 23, Mr. Stone noticed a county pickup parked on the road, investigated it, and learned from the driver that he had a tire blowout that damaged the truck's hood, fender, and lights. Mr. Stone took the employee to the county shop, got a new tire, and took him back to the pickup to change it. Mr. Stone signed the county abstracts on August 24.

Mr. Kimble reported that he and Land Use Administrator Ty Stogsdill met with Ed Waite the previous Friday. Mr. Waite didn't want to apply for a junkyard permit for his property because he said he couldn't keep a fence up. Mr. Waite also noted that he was the only one in the county who took abandoned vehicles, which law enforcement appreciated. Mr. Kimble said they discussed Mr. Waite's abundance of vehicle tires. The county's zoning regulations only allow a landowner to keep fifty tires before considering it a nuisance unless approved as a landscaping, tree protection, or soil erosion method. Mr. Stogsdill planned to take pictures that he would bring to the commissioners, and Mr. Kimble said the Board might still recommend obtaining an Order to clean up the property. Mr. Waite understood it looked bad and wanted to do something with it; he just didn't know what it would be.

The only other item Mr. Kimble had to report was that he'd received the deed and information for the Hugo Union Pacific Railroad Roundhouse and was still reviewing it.

Ronny Farmer, with rfarmer llc, presented the 2022 audited financial statements via Zoom at 11:30 a.m. He was pleased with the audit's outcome and how well the finance officer worked with the deputy treasurer and commented it was the first year he hadn't had to adjust cash, which was an outstanding accomplishment. Mr. Farmer also felt Levi Miller would work out well in Human Services.

Mr. Farmer noted that the County General fund balance was \$7.8 million, allowing the county to operate for over a year. The Road & Bridge fund was also extremely viable and could run for at least half a year, which was a good place to be. DHS and Capital Projects were also in excellent financial shape.

Mr. Burgess asked if the county could use Capital Projects funds to help pay for the bridge on County Highway 109, and Mr. Farmer affirmed it could. Mr. Piper wanted to know if they should move the money to the Road & Bridge fund first, and Mr. Farmer said it would give a better picture of the expenditure. If the county qualified for FEMA money, the 25% county match could also come from Capital Projects. Mr. Farmer advised that the finance department must designate it as federal funds.

Mr. Farmer voiced concerns with the pension plan, stating that the net liability was close to \$3.5 million, and it was unusual not to see a decrease. He suggested speaking with the investors and reviewing the investment policy to see what the county might change over the next year to get

out from under it. Ideally, he felt the county should look at a defined contribution plan instead of a defined benefit plan, at the very least, for new hires.

The county was in excellent financial condition, and Mr. Farmer's only concern was the pension plan. While the county couldn't decrease the benefit of anyone currently enrolled, Mr. Farmer recommended contacting a pension plan attorney for other suggestions.

Lastly, Mr. Farmer repeated how pleased he was that the county put its faith in one financial director and that Mrs. Hendricks did an excellent job, which was a tremendous help to the audit process.

Mr. Piper disconnected the call and again suggested the GRS actuarial study. Decreasing the vesting schedule from twelve to five years had likely caused part of the liability increase, but the pension plan auditor had told him it was common to see a loss because of the market. Mr. Piper said another idea would be to discontinue allowing employees to take lump sums before retirement age.

The group broke for lunch at 12:05 p.m.

James Martin with Evergreen Systems and Technology met with the Board at 1:00 p.m. to discuss Lincoln County's IT needs. Land Use Administrator Ty Stogsdill also attended the discussion.

Mr. Martin provided a list of current projects, the county's voting system acceptable use policy, answers to a questionnaire from the county's insurance carrier, and information regarding Section 508 and ADA accessibility. Mr. Burgess had a hard time believing a full-time IT person would work forty hours a week. Mr. Martin told him he couldn't keep up with many projects now, specifically managing and testing server networks, the wired and wireless networks, maintaining security and backups, and upgrades. The county website currently uses the state platform, but with having to move to ADA accessibility by the summer of 2024, Mr. Martin said it required a lot of background work. There were also issues with email services, namely security and authentication.

Mr. Burgess said he'd contacted other counties to ask if they had IT departments or contracted for the service and found a mixture of both. When he asked Mr. Martin what he wanted, Mr. Martin said \$60,000 to \$65,000 was low for an entry-level IT person and admitted he didn't know if the job would require forty hours a week. Mr. Burgess reminded him that the county provided excellent benefits, including full health insurance coverage for an employee and their family.

Mr. Martin told Mr. Stone his first priority was email security. Mr. Piper noted that the county had to pay a higher deductible and received a worse rate from the insurance carrier based on answers to the questionnaire Mr. Martin provided. The county also needed an ADA policy and complaint form for all ADA accessibility—not just the website. He asked if Mr. Martin had ideas

for office space if he were hired full-time, but Mr. Martin hadn't considered it and assumed he would be in and out of all offices.

Mr. Ewing asked if Mr. Martin provided IT for the courts, and he said he did a few things for them. Mr. Burgess wanted to know if it would benefit Mr. Martin to work before or after hours, which it would at times.

Mr. Martin brought up GIS and said he had a meeting the following day to discuss integrating it with the Assessor's Tyler computer system.

Mr. Burgess said he would like to discuss it with the other commissioners before deciding on an offer. He told Mr. Martin the Board would meet with Assessor Jeremiah Higgins about the GIS system at 1:30 if he wanted to stay and listen.

Mr. Stogsdill told the Board that he and Mr. Piper discussed the landfill stormwater reports, and he felt it would be more efficient if the landfill employees submitted the quarterly reports and left him out of the mix. Mr. Piper always submits the annual report and said nothing would change in that respect. Mr. Burgess suggested meeting with Allen Chubbuck and Brenda Howe to discuss it further.

At 1:40 p.m., County Assessor Jeremiah Higgins arrived to discuss the county's Geographic Information System (GIS). Mr. Stogsdill left, and Mr. Martin stayed. Mr. Higgins provided a proposal from The Sidwell Company for \$18,720 to map the remaining town of Limon land parcels. Mr. Higgins thought Sidwell included those parcels in the original contract price, which wasn't the case. Sidwell would create parcel polygons using the tax roll's associated parcel numbers and then incorporate them into the existing GIS. Mr. Higgins said the system worked well, and he and his staff could do the smaller towns themselves. He added that the commissioners could choose either way, but it would take his office quite a bit of time to do it if the company didn't. Mr. Higgins and Mr. Martin left.

Mr. Piper reported receiving an invoice from RockSol Consulting Group, Inc., for the bridge on County Highway 109 south of the courthouse. He asked the commissioners to make sure it was what they wanted before he submitted it to the finance department for payment. Mr. Stone asked what the next step was, and Mr. Burgess suggested calling Travis Miller. He told Mr. Miller the deadline to submit the application for the state's off-system bridge funding was October 28 and asked if they would have a design cost estimate to include. Mr. Miller said he thought they targeted next March, but Mr. Burgess told him they had to have an estimate for this round of funding. Mr. Miller said it would be tight because they were just starting the shoefly design, but he could try to put together some extremely rough figures. Mr. Piper scheduled Mr. Miller for 9:00 a.m. on September 18.

Stephanie Zwick left as Mr. Stone called for other business. Mr. Burgess asked if he should contact Jim Shideler to replace the lights at the landfill, and the others agreed. He'd also talked to Sheriff Nestor about digital radios and that the 911 fund would pay half the cost. They had

discussed putting them in Road & Bridge vehicles but would have to buy the radios if they wanted to do that. He asked the others to consider it for the 2024 budget and said the sheriff wanted them in all his patrol vehicles.

Mr. Piper asked if the commissioners wanted to go ahead with the GRS study, although it wouldn't portray how the investments were doing. SEI would have to do that. Mr. Burgess moved to have GRS complete an actuarial study on the county's pension plan for approximately \$4,000. Mr. Ewing seconded the motion, which carried unanimously.

The group discussed a possible salary and hours for James Martin to provide full-time IT, and then Mr. Piper texted Mr. Martin to see if he was still in Hugo. Mr. Martin arrived at 2:50 p.m. Mr. Burgess said they would like to offer him a thirty-five hour per week position on Level 6, Step 7, and asked when he preferred to start. Mr. Martin said he'd like to start in October since there was a lot of work to do before the ADA deadline. Mr. Burgess said the Board hoped to grant cost of living raises at the first of the year, adding another \$100 per month to the salary quoted. Mr. Martin wanted to think about the offer and left.

The Board called Washington County Commissioner Lea Ann Laybourn to discuss health insurance benefits, and then Mr. Stone adjourned the meeting at 3:17 p.m. The next meeting will be at 9:00 a.m. on September 8, 2023.

Corinne M. Lengel, Clerk to the Board

Doug Stone, Chairman