

Board of County Commissioners of Lincoln County  
Agenda for January 10, 2023

- 9:00 Call to order and Pledge of Allegiance
- 10:00 Scheduled walk-through for interested bidders regarding the election security room remodeling project
1. Approve the minutes from the December 29, 2022, meeting
  2. Review the employee timesheets for County Administrator Jacob Piper, Land Use Administrator Ty Stogsdill, Landfill Manager Allen Chubbuck, Weed Control Coordinator Patrick Leonard, Office of Emergency Management Director Ken Stroud and Public Health Director Kelly Meier
  3. Review the December, 2022, Statement of Revenues and Expenditures for County General, Public Health, Capital Projects, Conservation Trust, E911, Landfill, Library, Lodging/Tourism, Human Services, Road and Bridge and Individual Road Districts
  4. Review and act upon the County Veterans Service Officer's Monthly Report and Certification of Pay
  5. Review the monthly management report from the First National Bank of Omaha
  6. Review and act upon an employee credit card request for Dale Rostron, Deputy Coroner
  7. County Commissioner reports
  8. County Attorney's report
  9. County Administrator's report
  10. Old Business
  11. New Business
- 11:45 Adjourn for 2022, followed by the swearing-in of Commissioner-Elect Wayne Ewing and other elected officials
- 1:15 Call to Order and reorganize for 2023
- a. Elect Chairman and Vice-chairman
  - b. Designate a public place to post meeting notices pursuant to C.R.S. §24-6-402(2)(c)
  - c. Designate a representative for the County Health Pool
  - d. Approve appointments and holidays
  - e. Set the county's vacation and sick leave policy pursuant to the Lincoln County Personnel Manual
  - f. Set the E911 surcharge pursuant to C.R.S. 29-11-103(3)(a)
  - g. Approve Lincoln County's investment policy
  - h. Appoint the County Administrator as the County Budget Officer pursuant to C.R.S. §29-1-04
1. Review and act upon a Service Agreement with Nebraska Safety and Fire Equipment
  2. County Commissioner reports
  3. County Attorney's report
  4. County Administrator's report
  5. Old business
  6. New business

The Board of Lincoln County Commissioners met at 9:00 a.m. on January 10, 2023. Chairman Doug Stone, Commissioners Ed E. Schifferns and Steve Burgess, County Administrator Jacob Piper, County Attorney Stan Kimble, Clerk of the Board Corinne M. Lengel, commissioner-elect Wayne Ewing, and Limon Leader reporter Stephanie Zwick attended.

Chairman Stone called the meeting to order and led the Pledge of Allegiance.

Mr. Burgess moved to approve the minutes from the meeting held on December 29, 2022, as submitted. Mr. Schifferns seconded the motion, which carried unanimously.

The Board reviewed timesheets for the administrator, land use administrator, landfill manager, weed control coordinator, emergency manager, and public health director. The commissioners also reviewed the December 2022 Statements of Revenues and Expenditures for the General, Public Health, Capital Projects, Conservation Trust, E911, Landfill, Library, Lodging/Tourism, Human Services, and Road & Bridge funds, and the individual road districts.

Mr. Burgess asked Mr. Ewing if he knew Veterans Service Officer Joy Johnson, but he did not. Mr. Piper said Mrs. Johnson planned to meet with the Board in February.

The commissioners reviewed the monthly management report from the First National Bank of Omaha and a request from Coroner Andrew Lorensen for a county credit card with a \$500 limit for deputy coroner Dale Rostron. Mr. Burgess didn't favor issuing credit cards to deputies, and Mr. Piper thought Deputy Rostron already had a card in his name on the sheriff's office account. It wouldn't be difficult to allow the deputy to use the same card and split out any charges when they received the statements. Mr. Burgess moved to deny the coroner's request to issue a county credit card to Deputy Rostron. Mr. Schifferns seconded the motion, which carried unanimously.

Mr. Burgess reported the town of Genoa had water problems on January 2, and he spoke with Emergency Manager Ken Stroud about it. The pipes froze in the Bovina wellhouse after a break-in, leaving the town without water. Mr. Burgess told Mr. Stroud that District 2 could provide a backhoe and operator, if needed, and put their 8,000-gallon tanker on standby for non-potable water. Bruce Walters filled the tanker on January 3 and made the shop available for ten pallets of water brought in by the Red Cross. The District 2 road crew kept busy plowing snow. Mr. Burgess said they took their Ford 550 to Interstate Diesel for work on the def system. He went to Genoa on January 5, where they were still working on the water system in Bovina. A plumber from Pueblo came out on January 6 to work on the pump station. Chris Monks called Mr. Burgess to ask if they should have new Road & Bridge employees sign employment contracts stating they'd work for the county for a certain period if the county paid all associated costs with obtaining their CDLs.

The group discussed it, and Mr. Kimble said that law enforcement agencies were starting to utilize the practice, and there appeared to be nothing wrong with it. The commissioners

decided requiring employees to work for a year after obtaining their CDLs would be sufficient and asked Mr. Kimble to draw up a contract.

Mr. Burgess continued his report, stating that the commissioners approved bills via email on January 6. He picked up a drill press in Colorado Springs on January 7 and learned the Genoa water system was up and running on January 8. Mr. Burgess took the drill press to Genoa on January 9; they will take the old one to the landfill. He contacted Scott Kimble to come to the January 10 meeting so the chairman could swear him in as the new county surveyor. Lastly, Mr. Burgess said he'd heard from Mark McMullen that they could fill the valley between Cells 2 and 3 at the landfill when the state accepts the EDOP. He also told Mr. Burgess they could put another ten feet of material in Cell 2 and asked if the county found someone with a large enough backhoe to dig out the damaged pipe. Mr. Burgess told Mr. McMullen that McCormick Excavation in Stratton had one.

Mr. Stone reported talking to Mr. Schifferns and Ken Stroud on January 2 about Genoa's water issues. He spoke with Mr. Stroud again on the Third. He also stopped by the Karval shop that day. They'd gotten between four and five inches of snow, and the crew members were out plowing. Mr. Stone went to the shop on January 4 and talked to District 3 foreman Judd Kravig about the loader on which the bushings and bearings went bad. They were working on trucks. He also spoke to Chris Monks about the loader and then checked roads out east. Mr. Stone talked to Mr. Piper and Mr. Kravig on January 5 about issues with an employee's December pay. His third new employee passed his CDL permit test. On January 6, Mr. Stone looked at the new culverts they'd put in and said they looked good. He talked to Judd Kravig about the loader again on January 9. The parts were finally in Denver but would have to make it to the Springs before they could start fixing it.

Mr. Schifferns reported spending time on the Genoa water problems. District 1 crew members also plowed snow.

At 10:00 a.m., the Board held a walk-through of the election security room remodeling project for interest bidders. Robert Safranek, Andrew Pellett, Wayne Nestor, Sam Emmerling, and James Martin attended.

When the commissioners were back in the meeting room, Mr. Kimble reported receiving a \$635 check for the road damages in District 2. He also provided an Entry and Seizure Warrant for the property on County Road 3K, subject to the county's nuisance ordinance. Mr. Kimble said they would post the warrant on the property and send it to the landowner, who would have ten days to object to the cost. He instructed the commissioners to keep track of man-hours, equipment, and equipment hours used if the county had to clean up the place.

Mr. Piper reported a discrepancy in the 2023 budget insurance premiums, stating the hard part about adopting the budget before the commissioners' conference was that he'd had to estimate those costs. The result was a little over \$60,000 between the General and Road & Bridge funds. The Workers' Compensation insurance decreased by \$15,000, which helped. Mr.

Piper said he'd received word from CCI that PILT money through the ARPA portal would come to each Colorado county with federal lands. The minimum was \$100,000, which was what Lincoln County would receive; two payments of \$50,000. There were no spending restrictions on the money.

Mr. Burgess commented that the State Historical Society approved the \$250,000 for the roundhouse and suggested using one of those \$50,000 payments for the required match. He said they could also continue to pursue the Gates Foundation \$50,000 grant for the match instead, and if they didn't get it, they could use the PILT money.

Mr. Piper said if they wanted to use it for the roundhouse, they'd need to put the money in the Capital Projects fund when they received it, which he felt was already very healthy. If necessary, Mr. Burgess said they could put all \$100,000 into Capital Projects and use it for the courthouse parking lot. Mr. Piper said another option would be to put it in the General or Road & Bridge funds to help cover the deficiencies left by the higher liability insurance costs. He added that if they did the bridge work on County Road 109, they would need a match for it as well. Since the money would come in two payments, it would be easy to put the first payment in the Capital Projects fund and the second in the Road & Bridge fund. The commissioners agreed.

Mr. Piper reported speaking with Jamie Giellis and asked the Board if they wanted her to complete the \$250,000 Historical Fund grant paperwork. She told him if the county contracted with her, they could take what they paid her out of the match. The commissioners felt it would take Ms. Giellis much less time than if Mr. Piper had to do it.

Mr. Burgess asked about an email he'd received regarding the Colorado Association of Fairs and Shows dues, but Mr. Piper said he thought John Palmer took care of it.

On January 6, 2023, the Board had approved the following expense vouchers for bills received after December 29, 2022:

LINCOLN COUNTY PAYABLES

46836 21st Century, Parts \$270.35  
46837 American Jail Association, Fees \$490.00  
46838 AT&T, Internet \$1,464.42  
46839 Bijou, Phone \$89.95  
46840 Black Hills, Energy \$7,522.92  
46841 CenturyLink, Services \$3,769.98  
46842 CINTAS, Supplies \$45.86  
46843 CCCAPP, Contribution \$346,828.00  
46844 Colorado Counties, Dues \$12,000.00  
46845 CSRA, Dues \$150.00  
46846 Corporate Billing, Supplies \$594.28  
46847 County Workers' Compensation Pool, Coverage \$101,751.00

46848 DirecTV, TV \$218.99  
46849 DJ Petroleum, Fuel \$163.24  
46850 EC Bank, Fees \$752.10  
46851 ESRTA, Services \$3,545.88  
46852 Farm Gas, Fuel \$207.73  
46853 FNB Hugo, Fees \$48.40  
46854 Flagler Coop, Fuel \$22,896.54  
46855 Hoffman Drug, Supplies \$280.74  
46856 Honnen Equipment, Supplies \$940.34  
46857 Hugo Main Street, Lights \$4,790.47  
46858 Josie Jones, Callouts \$762.50  
46859 18th JD, Contribution \$1,238.00  
46860 Karval Water, Water \$65.00  
46861 KCEA, Services \$5,209.86  
46862 Onilee Kravig, Mileage \$248.16  
46863 Language Line, Interpreter \$112.34  
46864 Limon Leader, Advertising \$134.22  
46865 Town of Limon, Utilities \$85.50  
46866 LCH, Tax Payment \$6.63  
46867 LC R&B, Fuel \$3,527.00  
46868 Marshall & Swift/Boeckh, Books \$674.20  
46869 Mortec Industries, Scale Tickets \$90.00  
46870 Osborne's, Supplies \$3,413.80  
46871 Ashley Pilling, Contract \$766.50  
46872 Public Lands Committee, Dues \$150.00  
46873 Quill, Supplies \$14.59  
46874 Quill, Supplies \$114.54  
46875 RockSol, Services \$3,767.88  
46876 Saul's Creek, Recording System M&S \$5,400.00  
46877 Scheopner's, Water \$104.00  
46878 Skaggs Co, Uniforms \$275.00  
46879 Southern Health Partners, Reimbursement \$7,015.53  
46880 State of CO, Services \$284.64  
46881 Grasm Industries, Supplies \$609.12  
46882 Transwest, Repairs \$290.00  
46883 Viaero, Cellular \$73.76  
46884 Amy Vice, Callouts \$637.50  
46885 Wagner Equipment, Repairs \$2,545.00  
46886 Wex Bank, Fuel \$441.79  
46887 Witt Boys, Maintenance \$1,443.64  
46888 Katie Zipperer, Reimbursement \$82.42

At 11:02 a.m., with no other business to come before the Board in 2022, Mr. Schiffers moved to adjourn the meeting. Mr. Burgess seconded the motion, which carried unanimously.

The group attended the swearing-in of elected officials in the courtroom. Scott Kimble arrived during the ceremony, so the group returned to the commissioner meeting room when it was over. Mr. Burgess moved to appoint Scott Kimble as the Lincoln County Surveyor for the next four years. Mr. Stone seconded the motion, which carried. He then gave Mr. Kimble the Oath of Office, and the group took a lunch break.

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Corinne M. Lengel, Clerk of the Board

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Doug Stone, Chairman

The re-organization meeting of the Board of Lincoln County Commissioners convened at 1:15 p.m. on January 10, 2023. Commissioners Doug Stone, Steve Burgess, and Wayne Ewing, County Administrator Jacob Piper, County Attorney Stan Kimble, Clerk of the Board Corinne M. Lengel, County Treasurer Jim Covington, and Stephanie Zwick attended.

Mr. Stone agreed to continue as the chairman, and Mr. Burgess said he would be the vice-chairman. Mr. Ewing moved to appoint Doug Stone as chairman of the board and Steve Burgess as vice chairman. Mr. Burgess seconded the motion, which carried unanimously.

To comply with 24-6-402 (2) (c), C.R.S., Mr. Burgess moved to designate the official notice board of the Board of County Commissioners as that located in the lobby hallway of the county courthouse and email. Mr. Ewing seconded the motion, which carried unanimously. Mr. Burgess moved to designate Doug Stone as the representative to the County Health Pool, with Jacob Piper as an alternate. Mr. Ewing seconded the motion, which carried unanimously.

The commissioners discussed the 2023 appointments and holidays, and then Mr. Ewing moved to approve the following list of appointments and holidays for 2023. Mr. Burgess seconded the motion, which carried unanimously.

### **APPOINTMENTS FOR 2023**

County Attorney

Stan Kimble

Official Banks

(Other than those delineated to the right, any other qualified financial institution within the State of Colorado and within a 150 mile radius of the Lincoln County Treasurer's Office in Hugo, Colorado.)

First National Bank of Hugo  
SIGMA Financial Corporation  
Equitable Savings & Loan  
ColoTrust  
Csafe  
High Plains Bank  
Eastern Colorado Bank  
First Financial Equity Corp

Colorado Statewide Investment Program (CSIP)

County Physician

Dr. John Fox

Public Health Specialist

Kelly Alvarez

Fairgrounds Manager

John Palmer

Veterans Service Officer

Joy Johnson

Shop Foreman

Chris Monks

Road Foremen

District #1

Chris Monks

District #2

Bruce Walters

District #3

Judd Kravig

Jail & Juvenile Officer

Tom Nestor

Official Newspaper

Limon Leader

Hospital Board – 7 Members – 5 Year Term

2024

Josie Jones

2025

Linda Orrell

2025

Pat White

2026

Lorie Coonts

2027

Jack Cross

2027

Sarah Nuss

2028

Dave Stone

Fair Board – 9 Members – 3 Year Term

2024

Kurt Thompson

2024

Elicia Thompson

2024

Meg McAtee

2025

Jonathan Hart

2025

LaRay Becker-Patton

2025

Chip Reid

2026

Clinton Clark

2026

Casey Wiersma

2026

April Hollowell

Land Use Board – 9 Members – 3 Year Term

2024	Mike McCormick
2024	James Bledsoe
2024	Jamie Clark
2025	John Reid
2025	Tim Brown
2025	Paul Martin
2026	Kevin Peck
2026	Curtis Dutro
2026	Mark James

Ty Stogsdill	Secretary
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Land Use Board of Adjustment – 3 Year Term

2024	Jamie Clark
2025	Mark Allis
2026	Robert Boyd
2026	Chris Monks
2026	Adam Nuss

Karval Water Users Enterprise – 3 Year Term

2024	Cindy Leonard
2025	Patrick Leonard
2025	John Wacker
2026	Lisa Hester
2026	Jerry Ferrell

Weed Board – 9 Members – 3 Year Term

2024	Scott Poss
2024	Robert W. Raines, Jr.
2024	David Riemenschneider
2025	Terry Saffer
2025	Todd Thompson
2025	Wade Hollowell
2026	Shelby Britten
2026	Jamie Clark
2026	Chris Monks

E911 Authority Board – 5 Members – 2 Year Term

2024	Patrick Leonard
2024	Mark Ward



2025	Jack Cross
2025	Diane Kimble
2025	Mark McHone

Bookmobile Board – 5 Members – No Term Limit

Maria Root  
 Clea Hiner-Felzien  
 Pam Brown  
 Cherry Stogsdill  
 Lisa Miller

Prairie Development Corporation – 2 Members – 2 Year Term

1/2025	Robert Safranek
1/2025	Steve Burgess

Tourism Board – 5 Members – 2 Year Term

1/2024	Steve Beedy
1/2024	Janelle Fox
1/2025	Tim Andersen
1/2025	Apryl Huelskamp
1/2025	Dan Merewether

Karval Community Cemetery District Board of Directors

12/31/2023	Dennis Kravig
12/31/2024	Cherry Stogsdill
12/31/2025	Vernon Stone

Representatives for:

Baby Bear Hugs	Steve Burgess
Bookmobile	Wayne Ewing
Centennial Mental Health	Steve Burgess
Colorado East Community Action Agency	Doug Stone
County Health Pool	Doug Stone; Jacob Piper - Alternate
East Central Council of Local Governments	Steve Burgess
ECCOLG Economic Development Board Member	Derek Isom
Eastern CO. Services for the Dev. Disabled	Cindy Tacha
EMS and RETAC	Steve Burgess
	Ken Stroud - Alternate
	Jacob Piper – Alternate
Judicial Review Board for 18 <sup>th</sup> District	Steve Burgess
Land Use	Ty Stogsdill
Lincoln Community Hospital	Steve Burgess
Lincoln County Fair Board	Doug Stone & Wayne Ewing
Lincoln County Human Services Liaison	Doug Stone

Ports to Plains  
Resources Unlimited  
RETAC Pre-hospital  
Southeast & East Central Recycling  
Transit Advisory Committee

Steve Burgess  
Wayne Ewing & Steve Burgess  
Robert Carson  
Doug Stone  
Wayne Ewing

Human Services Region Citizen Review Panel – 3 Year Term  
1/2026

Linda Messer

The following list of holidays was approved for 2023:

January 16, 2023  
February 20, 2023  
May 29, 2023  
July 4, 2023  
September 4, 2023  
October 9, 2023  
November 10, 2023  
November 23 and 24, 2023  
December 25, 2023  
January 1, 2024

Martin Luther King Day  
President's Day  
Memorial Day  
Independence Day  
Labor Day  
Columbus Day  
Veterans Day  
Thanksgiving  
Christmas  
New Year's Day

Mr. Burgess moved to set the county's vacation and sick leave policy for 2023 according to the personnel policy adopted on December 29, 2022. Mr. Ewing seconded the motion, which carried unanimously. County Treasurer Jim Covington asked that changes to the personnel policy/employee manual go through the department heads before the commissioners adopt them. Mr. Piper stated that he usually does, but the current changes were to the drug and alcohol policy, which didn't require department head input.

Mr. Burgess moved to set the E911 surcharge at \$1.72 according to 29-11-103 (3) (a) C.R.S. Mr. Ewing seconded the motion, which carried unanimously.

County Treasurer Jim Covington presented the Lincoln County Investment Policy, explaining that it had not changed from 2022. Mr. Burgess moved to adopt the Lincoln County Investment Policy for 2023. Mr. Ewing seconded the motion, which carried unanimously.

Mr. Ewing moved to adopt a resolution appointing the Lincoln County Administrator as the budget officer for the 2024 budget per 29-1-104 C.R.S. 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 January 10, 2023, there were present:

Doug Stone, Chairman	Present
Steve Burgess, Vice Chairman	Present
Wayne Ewing, 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 #1085** It was moved by Commissioner Ewing and seconded by Commissioner Burgess to adopt the following resolution:

**WHEREAS**, C.R.S. 29-1-104 states that the governing body of each local government shall designate or appoint a person to prepare the budget and submit the same to the governing body: and

**WHEREAS**, one of the duties of the County Administrator is to act as the budget officer for Lincoln County.

**NOW, THEREFORE BE IT RESOLVED** by the Board of County Commissioners of Lincoln County that the Lincoln County Administrator is designated as the person to prepare the 2024 budget.

Upon roll call the vote was:

Commissioner Ewing, yes; Commissioner Stone, yes; Commissioner Burgess, yes.

The Chairman declared the motion carried and so ordered.

Board of County Commissioners  
of Lincoln County

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ATTEST:

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Clerk of the Board

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Mr. Burgess moved to sign a service agreement with Nebraska Safety and Fire Equipment for two inspections of sprinklers and fire extinguishers at \$175 each. Mr. Ewing seconded the motion, which carried unanimously.

Mr. Stone called for commissioner reports, and Mr. Burgess commented that they needed to find someone who could replace some stucco on the side of the courthouse that was peeling off.

Mr. Ewing had talked to the gentleman who put what looked like carpet rolls in the county's right-of-way along County Road 3G south of I-70 and found out it was AstroTurf instead. Since he didn't yet have the authority of a county commissioner, Mr. Ewing asked the man if ninety days would be enough time for him to remove it. Mr. Burgess commented that if heavy snow occurred and the road crew needed to plow the road, he wouldn't have a problem pushing the snow on top of the rolls. Mr. Ewing asked Mr. Kimble if he could draft an agreement, and Mr. Kimble said he could put together a warning, but since the gentleman was in the wrong, it wouldn't be an agreement. He suggested giving him sixty days to remove the material, given the time of year. Mr. Burgess said it was on a county road, and Mr. Covington commented people could use County Road 3G as an alternate route to the landfill instead of using County Road 109. Mr. Kimble asked for the person's name and address, but no one knew either, so he said someone would have to get it from the assessor's office.

Mr. Kimble had nothing further to report, and Mr. Piper's only other item of business was to have the Board approve the acknowledgment for the roundhouse grant funds. Mr. Burgess moved to sign the History of Colorado Acknowledgement of Award Conditions for the State Historical Fund grant for the roundhouse. Mr. Ewing seconded the motion, which carried unanimously.

Mr. Burgess stated there was a miscalculation in the Karval Water Users project of almost one million dollars. He said he had no idea how they would come up with the additional funds, and Mr. Stone said he didn't know how it could cost so much more.

Mr. Covington asked Mr. Piper if he intended to have a First Aid/CPR class for county employees anytime soon. Mr. Piper told him Emergency Manager Ken Stroud planned to have one in late January or early February that included AED training.

Mr. Burgess noted that Mr. Stroud had done an excellent job dealing with the Genoa water crisis.

Mr. Piper asked the commissioners if they wanted to handle weather closures and delays the same way since they had a new board member. He explained to Mr. Ewing that he typically contacted all board members for their input but also relied heavily on Sheriff Nestor and his deputies to report conditions. The Board agreed they would continue the same practice. Mr. Burgess noted that he preferred the late start option since it was often challenging to identify the conditions and notify employees early in the morning.

Mrs. Lengel asked Mr. Ewing for his cell phone number and if her deputy could post it on the county's website. When he said it was fine, she asked about an email address. Mr. Piper told her James Martin was working on it.

With no further business to come before the Board, Mr. Stone adjourned the meeting at 2:20 p.m. The next meeting will be at 9:00 a.m. on January 18, 2023.

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Corinne M. Lengel, Clerk of the Board

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Doug Stone, Chairman