

Board of County Commissioners of Lincoln County
Agenda for October 6, 2022

9:00 Call to order and Pledge of Allegiance

-To be completed as time permits-

1. Approve the minutes from the September 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 and act upon the County Veterans Service Officer's Monthly Report and Certification of Pay
4. Review the monthly management report from the First National Bank of Omaha
5. Review and act upon amended Resolution #317: a resolution setting the per-diem rates for meals and establishing guidelines for payment
6. County Commissioner reports
7. County Administrator's report
8. Old Business
9. New Business
10. Approve Expense Vouchers

The Board of Lincoln County Commissioners met at 9:00 a.m. on October 6, 2022. Chairman Doug Stone, Commissioners Ed E. Schifferns and Steve Burgess, County Administrator Jacob Piper, Clerk of the Board Corinne M. Lengel, and Limon Leader reporter Stephanie Zwick attended.

Chairman Stone called the meeting to order and asked Mrs. Lengel to lead the Pledge of Allegiance.

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

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

Mr. Piper didn't have the complete county veterans' service officer's monthly report, so he said the commissioners would have to review it at the next meeting.

During the board's review of the monthly management report from the First National Bank of Omaha, Deputy Assessor Renita Thelen stopped by to introduce their new employee, Patricia Smith. Mrs. Thelen also informed the group that the assessor's and treasurer's offices would have to close on Friday, October 21, for the new carpet installation. The treasurer's office isn't having their flooring replaced, but both departments are on the same computer system, and the assessor has to disconnect the servers for the project.

After Mrs. Thelen and Mrs. Smith left, Mr. Burgess moved to amend Resolution 317, increasing the per diem meal rate to \$56. Mr. Schifferns 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 6, 2022, there were present:

Douglas D. Stone, Chairman	Present
Ed E. Schifferns, Vice Chairman	Present
Steve Burgess, 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:

AMENDED RESOLUTION #317 It was moved by Commissioner Burgess and seconded by Commissioner Schifferns to adopt the following resolution:

WHEREAS, the Board of County Commissioners, on April 3, 1995, in Resolution #317, set per diem rates for meals and established guidelines for payment, then have amended said resolution several times, including the last revision on January 1, 2016; and

WHEREAS, the Board of County Commissioners has decided that further revision of the per diem policy is necessary due to the increasing out of pocket expenses for meals and tips; and

WHEREAS, the Board of County Commissioners believes that making the maximum amount allowed for reimbursement for meals and the tips \$56.00 per day, with the employees making the decision on how that amount is to be spent on meals and tips each day, will provide a more equitable rate of reimbursement.

NOW, THEREFORE BE IT RESOLVED by the Board of County Commissioners of Lincoln County that, effective for meals purchased on and after October 6, 2022, the maximum amount allowed for reimbursement will be \$56.00 per day, with this amount to include meals and tips and with the employees still making the decision on how that amount is to be spent.

BE IT FURTHER RESOLVED that only actual costs will be reimbursed for meals and tips, up to the \$56.00 per diem limit, upon submitting appropriate receipts for payment.

BE IT FURTHER RESOLVED that the following guidelines adopted on April 3, 1995, are still in effect for the reimbursement of meals:

1. If an employee must leave on official business prior to 6:00 a.m., breakfast is an allowable reimbursable item. If an employee, because of official business, is unable to return before 7:00 p.m. dinner is an allowable reimbursable item.
2. Regardless of the site, if an employee is required to attend a meeting or training session related to his/her job duties, the cost of meals will be reimbursed at an amount not to exceed the per diem rate.
3. If the cost of meals is included as part of a registration fee, and the charges for the meals are higher than the allowed per diem rate, the employee is not required to reimburse Lincoln County for the difference between the per diem rate and the charges for the meals.
4. Employees cannot submit for reimbursement the cost of meals included in a registration fee.

Upon roll call the vote was:

Commissioner Stone, Yes; Commissioner Schifferns, Yes, Commissioner Burgess, 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 checking in at the landfill on September 29 after the commissioner meeting. They had five pallets of fiber left for the remainder of this year and next and planned to order more in March. Mr. Burgess also stopped by the Genoa shop; Bruce Walters and a crew member bladed the old highway west of Genoa. The road crew hauled gravel and continued mowing operations. On October 3, road crew members worked around the courthouse patching asphalt, trimming and cutting trees, and hauling debris to the landfill. Mr. Burgess stopped to check on the project and told the crew to have lunch on the commissioners. He also met Greg Brophy and a group for lunch in Limon; they discussed wind and solar farms and economic conditions on the eastern plains. Bruce Walters called Mr. Burgess on October 5 to let him know someone crossed the fence at the Genoa shop and stole 185 gallons of diesel fuel out of pickup tanks. Mr. Walters reported it to the sheriff. Mr. Burgess said it prompted them to discuss installing motion sensitive lights and security cameras in the yard and fuel pump activation switches in the pickups.

Mr. Stone reported checking roads on September 30. He spoke with Judd Kravig on October 4 about the new employee they hired, and he stopped by the Karval shop on October 5. He'd talked to Mr. Burgess about the fuel theft, so he and Mr. Kravig discussed security measures for the shop. The road crew also patched oil and mowed on October 4 and planned to mow again today.

Mr. Schifferns also said members of his road crew worked at the courthouse on October 3. He checked roads on October 4 and talked about the fuel theft with Mr. Burgess on October 5. District 1 also planned to work on preventative measures.

Mr. Piper reported talking to Andrea with Yuma County about the CDL classes. He added other names to the list. She told him state approval for the final exam was taking longer than expected.

Mr. Piper received an email from Sheriff Nestor regarding the court security grant. One of the commissioners should receive an email within the next week to either change a password or set up an account. Mr. Piper asked that they forward the email to him.

Mr. Stone asked how soon Mr. Piper needed to know the Board's decision about making the Emergency Manager a full-time position. He'd scheduled the sheriff for the next meeting, so Mr. Piper said mid-November would be soon enough.

Mr. Burgess provided a quote for motion sensor lighting and said he'd like to order some. He'd spoken with James Martin about installing cameras but said there wasn't internet on one side of the yard. Mrs. Lengel offered to give them some cameras that didn't work for their drop-box at the Limon town hall if it would help.

Mr. Burgess had talked to Doug Ratzlaff about the need to build a secure election room before next June, and Mr. Ratzlaff said he could do it after the first of the year. Mr. Burgess told Mrs. Lengel to call him.

Mr. Piper said County Assessor Jeremiah Higgins called to ask if it were permissible to give the hospital one of their old servers or if they should charge for it. The commissioners agreed Mr. Higgins should provide the equipment to the hospital at no charge.

While the commissioners approved the September 2022 expenses, Mr. Burgess called Mark Merklinger with Rock Sol to check on the status of the bridge on County Road 109 south of Hugo.

COUNTY GENERAL

Coroner Salary \$1,138.58
Part-Time E911 Admin Assist Salary \$369.69
Road Deputy Salary \$4,024.90
Road Deputy Salary \$4,007.92
Correctional Officer I Salary \$3,663.00
Correctional Officer I Salary \$3,726.24
Chief Deputy Salary \$4,498.00
Corporal III Salary \$4,783.38
Commissioner Salary \$5,264.42
Treasurer Salary \$5,037.42
Road Deputy Salary \$4,289.60
Clerk I Salary \$3,543.00
Part-Time Land Use Assistant Salary \$461.25
Correctional Officer I Salary \$3,543.00
Chief Deputy Salary \$3,233.42
Clerk I Salary \$4,000.00
Road Deputy Salary \$4,306.60
Correctional Officer I Salary \$3,604.08
Correctional Officer I Salary \$3,626.30
Finance Director Salary \$4,060.00
Assessor Salary \$5,037.42
Road Deputy Salary \$3,968.19

Driver Examiner Salary \$3,855.00
Road Deputy Salary \$4,007.92
Metal Detector Salary \$1,232.50
Correctional Officer I Salary \$3,603.00
Correctional Officer I Salary \$3,603.00
Veterans Service Officer Salary \$730.00
Correctional Officer I Salary \$3,663.00
Attorney Salary \$3,501.75
Clerk Salary \$5,037.42
Part-Time Fairgrounds Salary \$231.00
Weed Coordinator Salary \$3,932.00
Admin Assistant Salary \$3,308.00
Janitor Salary \$3,603.00
Correctional Officer I Salary \$3,723.00
Correctional Officer I Salary \$3,723.00
Clerk I Salary \$3,663.00
Victim's Assistant Salary \$3,543.00
Maintenance Salary \$3,963.00
Undersheriff Salary \$5,283.00
Sheriff Salary \$5,647.00
Clerk I Salary \$3,081.00
Corporal Salary \$5,203.36
Fairgrounds Manager Salary \$2,395.00
Administrator Salary \$5,190.00
Clerk II Salary \$3,855.00
Metal Detector Salary \$680.00
Corporal Salary \$4,180.00
Janitor Salary \$1,012.50
Road Deputy Salary \$4,007.92
Commissioner Salary \$5,037.42
4-H Program Assistant Salary \$4,097.00
Office Manager Salary \$3,308.00
Correctional Officer I Salary \$3,603.00
Office Manager II Salary \$3,926.00
Land Use Administrator Salary \$3,898.00
Commissioner Salary \$5,264.42
Correctional Officer I Salary \$3,880.00
OEM Salary \$2,039.00
E911 Admin Assistant Salary \$3,880.00
Correctional Officer I Salary \$3,894.09
Chief Deputy Salary \$3,776.00
Appraisal Clerk Salary \$3,431.00
Surveyor Salary \$126.50
Metal Detector Salary \$680.00

Correctional Officer I Salary \$3,946.90
Metal Detector Salary \$544.00
Captain Salary \$5,043.00

ROAD AND BRIDGE

Road Crew Salary \$3,682.40
Road Crew Salary \$3,843.00
Road Crew Salary \$3,603.00
Road Crew Salary \$4,023.00
Road Crew Salary \$4,023.00
Road Crew Salary \$3,783.00
Road Crew Salary \$4,023.00
Road Crew Salary \$3,603.00
Road Crew Salary \$3,483.00
Road Foreman Salary \$4,198.00
Road Crew Salary \$3,663.00
Road Crew Salary \$3,843.00
Road Crew Salary \$3,843.00
Road Crew Salary \$3,663.00
Road Crew Salary \$3,783.00
Road Foreman Salary \$5,198.00
Road Crew Salary \$3,843.00
Road Crew Salary \$3,903.00
Road Crew Salary \$1,601.60
Road Crew Salary \$3,483.00
Road Crew Salary \$3,663.00
Road Crew Salary \$3,543.00
Shop Secretary Salary \$4,143.00
Road Crew Salary \$3,543.00
Road Crew Salary \$3,543.00
Road Foreman Salary \$4,378.00
Road Crew Salary \$3,663.00

LANDFILL

Manager Salary \$4,318.00
Clerk I Salary \$3,066.00
Operator Salary \$3,603.00

LIBRARY

Bookmobile Salary \$724.04
Bookmobile Salary \$1,205.33

PUBLIC HEALTH

Office Manager Salary \$3,675.00

Part-Time Tobacco Educator Salary \$337.50
WIC Educator/Nurse Salary \$4,623.00
Doctor Salary \$100.00
Regional EPR Coordinator Salary \$5,416.00
Part-Time Tobacco Educator Salary \$1,624.50
Director Salary \$4,803.00
Part-Time Public Health Salary \$1,662.50
EPR Salary \$2,039.00

HUMAN SERVICES

Child Support Legal Admin Salary \$4,075.00
Caseworker III Salary \$5,333.00
Financial Admin Salary \$3,965.00
Lead IMT V Salary \$3,942.00
Assistance PMTS Supervisor Salary \$4,405.00
Director Salary \$5,987.00
Caseworker III Salary \$4,649.00
Admin Assistant III Salary \$3,593.00
IMT II Salary \$3,389.00
IMT II Salary \$3,593.00
Caseworker IV Salary \$5,008.00
Caseworker II Salary \$4,341.00
Case Aide II Salary \$3,458.00

LINCOLN COUNTY PAYABLES

46187 21st Century, Parts \$3,687.36
46188 4Rivers Equip, Parts \$253.64
46189 Ace Irrigation & Mfg, Parts \$12,733.13
46190 AED Everywhere, Equipment \$1,014.55
46191 Amazon, Supplies \$1,086.43
46192 American Environmental, Services \$236.25
46193 Apex Software, Renewal \$470.00
46194 AT&T, Services \$1,465.86
46195 Auto-Chlor Systems, Supplies \$325.67
46196 Bill Bailey, Reimbursement \$1,475.00
46197 Dami Bandy, Mileage \$93.60
46198 Bernard Food, Food \$72.23
46199 Big R, Maintenance \$99.97
46200 Bijou Telephone, Services \$89.95
46201 Black Hills Energy, Services \$636.41
46202 Bob Barker, Supplies \$2,594.52
46203 Bobbie Brent, Mileage \$18.72
46204 Brontide Diesel, Repairs \$1,982.87
46205 Christopher Brown, Consulting \$1,500.00

46206 Steve Burgess, Mileage \$229.60
46207 Capital One, Supplies \$189.83
46208 CCTPTA, Dues \$100.00
46209 CDPHE, Fees \$1,482.29
46210 CDPHE, Certificates \$384.00
46211 CenturyLink, Services \$3,849.86
46212 Centro, Consulting \$1,150.00
46213 Chuggin' Along, Services \$214.00
46214 CINTAS, Supplies \$91.72
46215 CAA, Training \$470.00
46216 The Pager Clinic, Service Call \$570.00
46217 CCF, Contract \$7,781.56
46218 Corporate Billing, Parts \$734.27
46219 DACT LLC, Testing \$480.00
46220 Danielle Dascalos, Marketing \$700.00
46221 Dell, Computers \$14,205.00
46222 DirecTV, TV \$85.94
46223 D-J Petroleum, Fuel \$4,760.89
46224 Carl Dutro, Reimbursement \$75.08
46225 ECCG, Contribution \$3,500.00
46226 EC Plainsman, Renewal \$35.00
46227 ESRTA, Services \$3,525.83
46228 Eaton Sales & Service, Parts \$100.97
46229 LaTanya Feasel, Callouts \$40.00
46230 FNB Hugo, Fees \$48.80
46231 FNB Omaha, Charges \$1,623.95
46232 FNB Omaha, Charges \$944.55
46233 FNB Omaha, Charges \$80.98
46234 FNB Omaha, Charges \$0.63
46235 FNB Omaha, Charges \$310.57
46236 FNB Omaha, Charges \$100.00
46237 FNB Omaha, Charges \$172.02
46238 FNB Omaha, Charges \$80.48
46239 FNB Omaha, Charges \$238.95
46240 FNB Omaha, Charges \$215.02
46241 FNB Omaha, Charges \$532.67
46242 FNB Omaha, Charges \$1,087.70
46243 FNB Omaha, Charges \$23.02
46244 FNB Omaha, Charges \$327.23
46245 FNB Omaha, Charges \$426.26
46246 FNB Omaha, Charges \$932.00
46247 FNB Omaha, Charges \$172.64
46248 FNB Omaha, Charges \$178.02
46249 FNB Omaha, Charges \$104.26

46250 FNB Omaha, Charges \$196.97
46251 FNB Omaha, Charges \$83.83
46252 FNB Omaha, Charges \$2,031.48
46253 FNB Omaha, Charges \$110.55
46254 FNB Omaha, Charges \$156.79
46255 FNB Omaha, Charges \$1,163.66
46256 FNB Omaha, Charges \$1,549.28
46257 FNB Omaha, Charges \$36.65
46258 FNB Omaha, Charges \$129.16
46259 FNB Omaha, Charges \$705.08
46260 Flagler Co-op, Fuel \$15,296.04
46261 Town of Genoa, Water \$123.50
46262 Goodyear Tire & Rubber, Tires \$10,297.72
46263 Tracy Grimes, Rent \$1,060.00
46264 Halde Redi-Mix, Concrete \$534.00
46265 Haulin' Hass Tire Recycling, Recycling \$748.00
46266 Henry Schein, COVID Test Kits \$3,949.50
46267 Hillyard-Denver, Supplies \$600.28
46268 Hoffman Drug, Supplies \$109.79
46269 Jack's Tire & Oil, Tires \$14,814.94
46270 Darcy Janssen, Mileage \$52.65
46271 Joy Johnson, Reimbursement \$324.37
46272 Josie Jones, Callouts \$180.00
46273 JSL Auto Glass, Maintenance \$320.00
46274 Karval Water Users, Water \$179.36
46275 KC Electric, Services \$6,021.30
46276 Kimball Midwest, Parts \$59.60
46277 Onilee Kravig, Mileage \$291.21
46278 Language Line, Translation \$462.45
46279 Limon Chamber of Commerce, Fireworks \$11,250.00
46280 Limon Heritage Society, Advertising \$2,000.00
46281 Limon Leader, Advertising \$1,500.22
46282 Town of Limon, Utilities \$85.50
46283 LCH, Mill Levy Payment \$2,039.85
46284 LCH, Marketing \$1,667.00
46285 LC Extension, Reimbursement \$18.70
46286 LC R&B, Fuel \$6,053.60
46287 Martin Arietta, Road Oil \$11,368.02
46288 Martin Pipe & Steel, Parts \$165.80
46289 McCandless Truck Center, Vehicles \$104,553.09
46290 Kelly Meier, Mileage \$411.84
46291 MHC Kenworth, DEF \$1,105.80
46292 Karlin Mohan, Services \$7,945.00
46293 MVEA, Services \$774.04

46294 Candace Myers, Mileage \$161.46
46295 Sean Nielson, Callouts \$95.00
46296 NMS Labs, Testing \$147.00
46297 North Central Air, Parts \$2,485.00
46298 Osborne's, Supplies \$341.75
46299 Parmer's Automotive, Repairs \$701.90
46300 LaRay Patton, Mileage \$19.89
46301 PayFlex, Fees \$125.00
46302 Ashley Pilling, Public Heath Work \$1,013.25
46303 Plains Heating & AC, Repairs \$8,512.16
46304 Productivity Plus, Charges \$1,236.51
46305 Pronghorn, Parts \$18.99
46306 Quill, Supplies \$623.83
46307 Quill, Supplies \$436.69
46308 Quill, Supplies \$465.72
46309 Quill, Supplies \$503.09
46310 Quill, Supplies \$164.97
46311 rfarmer, LLC, Audit \$17,625.00
46312 Rob's Septic, Rental \$590.00
46313 Rocky Ford Discount Tire, Tires \$1,013.02
46314 Dale Rostron, Callouts \$195.00
46315 Sanofi Pasteur, Supplies \$982.05
46316 Scheopner's, Water \$112.00
46317 Ed Schifferns, Mileage \$139.23
46318 Amelia Sharp, Reimbursement \$10.98
46319 Shideler Electric, Services \$4,174.60
46320 Skaggs Companies, Uniforms \$152.00
46321 Southland Medical, Supplies \$793.40
46322 Southern Health Partners, Reimbursement \$50,727.21
46323 SS Heating & AC, Repairs \$136.44
46324 State of Colorado, Services \$296.21
46325 Steve's Body & Paint, Repairs \$310.00
46326 Stone Oil, Fuel \$1,697.50
46327 Doug Stone, Mileage \$358.02
46328 TLM Constructors, Repairs \$35,348.70
46329 Town & Country, Repairs \$3,139.26
46330 Veritrace, Supplies \$148.45
46331 Viaero Wireless, Services \$573.35
46332 Vince's GM Center, Vehicles \$17,708.88
46333 Wagner Equipment, Parts \$3,417.54
46334 Wagner Equipment, Vehicles \$91,811.65
46335 Wex Bank, Fuel \$530.48
46336 Winterberg Oil, Tow \$270.00
46337 Bryson Winterberg, Callouts \$25.00

46338 Witt Boys NAPA, Parts \$5,287.42
46339 Carlos Leonard, Services \$945.00
46340 Xerox, Contract \$159.83
46341 Xerox, Lease \$176.22
46342 Xerox, Lease \$690.96
46343 XESI, Contract \$473.05
46344 AFLAC, Premiums \$4,545.91
46345 California State Disbursement Unit, Garnishment \$182.50
46346 CHP, Insurance \$137,052.84
46347 Clerk of the Combined Courts, Garnishment \$290.15
46348 Family Support Registry, Garnishment \$1,153.00
46349 Great West Life & Annuity, Deferred Comp \$8,185.00
46350 LC Treasurer, Unemployment \$675.63
46351 PayFlex, Cafeteria Plan \$425.00
46352 SEI Private Trust, Retirement \$29,170.91

LINCOLN COUNTY HUMAN SERVICES PAYABLES

70120 ESRTA, Phone \$640.46
70121 Evergreen Systems, IT \$496.73
70122 Farm Gas, Fuel \$484.31
70123 FNB Hugo, Fees \$6.00
70124 IEBT, Services \$72.00
70125 LC DHS, Reimbursement \$432.81
70126 LC R&B, Fuel \$1,062.40
70127 Office Depot, Supplies \$163.24
70128 Pitney Bowes, Services \$398.82
70129 Xerox, Contract \$175.00
70130 CenturyLink, Phone \$117.70
70131 FNB Omaha, Charges \$61.99
70132 FNB Omaha, Charges \$687.98
70133 FNB Omaha, Charges \$82.83
70134 FNB Omaha, Charges \$44.89
70135 FNB Omaha, Charges \$25.29
70136 FNB Omaha, Charges \$199.20
70137 FNB Omaha, Charges \$12.15
70138 George & Sons, Repairs \$107.50
70139 Tracy Grimes, Rent \$400.00
70140 Office Depot, Supplies \$115.33
70141 LC DHS, Reimbursement \$1,101.14
70142 LC Treasurer, Rent \$1,882.00
70143 Rose Padilla, Translator \$140.00
70144 Baby Bear Hugs, Services \$9,000.00
70145 rfarmer, LLC, Services \$5,875.00
70146 Mary Solze, Contract \$1,977.19

70147 Verizon, Phone \$450.66
70148 LC Treasurer, Unemployment \$111.49
70149 CHP, Insurance \$24,269.55
70150 SEI Private Trust, Retirement \$4,853.50
70151 Great West Life & Annuity, Deferred Comp \$2,470.00
70152 PayFlex, Cafeteria Plan \$50.00
70153 AFLAC, Premiums \$669.32
ACH LC Treasurer, Withholdings \$14,561.16

With no further business to come before the Board, Mr. Stone adjourned the meeting at 10:30 a.m. The next meeting will be at 9:00 a.m. on October 18, 2022.

Corinne M. Lengel, Clerk of the Board

Doug Stone, Chairman