

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING, JUNE 2, 2014**

THE BOARD OF COUNTY COMMISSIONERS OF CUSTER COUNTY MET IN REGULAR SESSION IN THE COMMISSIONER'S BOARDROOM.

Commissioner Lynn Attebery called the meeting to order at 9:00 AM and the Pledge of Allegiance was recited.

Roll Call was taken:

Allen Butler	Chairman	Present
Kit Shy	Vice-Chairman	Present
Lynn Attebery	Commissioner	Present
Kris Lang	Deputy Clerk to the Board	Present

Also present was: Chuck Ippolito, and Paul Sage reporter for the Sangre DeCristo Sentinel.

AGENDA:

Call meeting to order

Pledge of allegiance

Roll Call

Amend agenda

Approval of minutes:

Audience introduction

Public Comment

Commissioner Items

Executive Session

New/Old Business

Staff Reports: Public Health, Airport Advisory Board, Human Services, Human Resource/Finance

Commissioner Shy said that he would like to amend the agenda to include Chuck Ippolito who will be representing the West Custer County Hospital District.

Commissioner Butler asked if there were any public comments. Hearing none, he continued with the meeting.

Commissioner Butler and Commissioner Attebery did not have any commissioner items to report.

Commissioner Shy said that the Colorado Department of Public Health and Environment (CDPHE) have issued a forty-seven page document regarding the Custer County Engineering Design and Operation Plan (EDOP) regarding the existing landfill. Commissioner Shy expressed his concern regarding the consistent change and revision of the requirements and guidelines from CDPHE since 2006. He said this packet document will require an extensive review and response from the landfills technical consultants (Golder Associates, Inc.) at an estimated cost of \$25,000.00. Commissioner Shy said that Rusty Christensen, Landfill Manager was in the process of preparing a response to CDPHE regarding the situation.

Chuck Ippolito said he was representing the West Custer County Hospital District (WCCHD). He said the Emergency Medical Services (EMS) was sponsoring a fund raiser at the ambulance barn facility on June 14, 2014 and that the WCCHD is requesting use of the courthouse parking areas for over-flow parking from the event. The BOCC agreed to the usage.

Laura Lockhart, Human Services Director met with the BOCC and gave a report. She reviewed the department's expenditures and unexpended balances; the state allocations; the energy outreach expenditures; the emergency service expenditures; and the county TEFAP allocations for April 2014. She remarked that there was no commodity distribution in May and that a combined distribution would be scheduled in June 2014. She reviewed the estimates for the purchase of a new copier in the Human Services Department. Following a discussion the Board agreed that Ms. Lockhart purchase the unit requested. Ms. Lockhart presented the proposed on-call pay for case worker in the Human Services Department. The proposal will compensate the case worker \$150.00 for every case call after normal and routine business hours. She reiterated that the county's portion of the proposal is 20%.

MOTION by Commissioner Shy, seconded by Commissioner Attebery:

To approve the additional wage compensation for the case worker as presented. The motion carried unanimously.

Commissioner Shy said that the dispatch center in the sheriff's office maintains a record log of calls coming into the department. He said that for safety reasons he would like the case worker to notify dispatch in the sheriff's office when leaving and returning from a case call after business hours.

Gail Stoltzfus, Public Health Nurse met with the BOCC and gave a report. She said that 51 childhood immunizations, 3 adult immunizations, and 26 blood pressure screenings, were administered in May 2014. She reported that the months theme for "ask a nurse" at the library was melanoma/skin cancer detection and prevention. She commented that 10 community members were trained in CPR and First Aid on May 8, 2014 and that 12 Road and Bridge employees were trained on May 28, 2014. Ms. Stoltzfus stated that 57 sports physicals have been completed. She attended a Mass Antibiotic Dispensing Course and the South Region Health Care Coalition. She said that the Medical Reserve Corp. (MRC) members manned a first aid table at the Brew with A View Event on May 31, 2014. Ms. Stoltzfus reported on an adult case of Pertussis and an infant with Campylobacter. Both cases were not found to be a communicable disease and that the patients were treated by their primary care physicians. Ms. Stoltzfus said that the Public Health Agency is requesting \$50.00 per year for a petty cash fund. She said that the fund will support post office expenses and small purchases. She said that the funds are available in the department's budget.

MOTION by Commissioner Attebery, seconded by Commissioner Butler:

To approve a petty cash fund for \$50.00 for the Public Health Agency. The motion carried unanimously.

Commissioner Shy said that he felt that the \$50.00 figure was too low but that the topic and figure could be revisited at a later date. He suggested that Ms. Stoltzfus submit that request as a separate line item during the October 2014 budget hearings. Commissioner Butler said that the existing policy regarding petty cash should be followed. Ms. Stoltzfus presented the BOCC with the Approved Task Order

Contract – Waiver #154, Routing Number 15FHJA67592 between Custer County the CDPHE to the BOCC for approval and a signature. She said that this task order is issued pursuant to the master contract made on January 17, 2012. The amount of \$15,430.00 is allocated to emergency preparedness activities.

MOTION by Commissioner Shy, seconded by Commissioner Attebery:

To authorize the Chairman to sign the contract as presented. The motion carried unanimously.

Commissioner Butler signed the contract as Chairman of the BOCC.

The BOCC recessed at 10:15 AM.

The BOCC reconvened at 10:30 AM

Johnny Smith and Bob Jolley representing the Airport Advisory Board (AAB) met with the BOCC and gave a report. Mr. Smith said that the next AAB meeting is scheduled on June 5, 2014. Mr. Jolley gave a report on the aviation fuel. He said that most of the leaks in the fuel system have been repaired. The repair of the leak at the dispenser connection is in process. He said that there were approximately 385 to 400 gallons left in the fuel tank and that the airport needed to order more aviation fuel. He requested a purchase of 2,000 gallons of fuel at this time. Following a discussion and review of the airport budget, it was determined that a transfer of \$11,000.00 from the County General Fund to the Airport Fund would be required before a fuel expenditure could be processed. Those funds have already been allocated to the airport operation as part of their 2014 budget. The BOCC agreed that they would submit a transfer request for \$11,000.00 to the Clerk and Recorder and that the approval for the transfer will be on the agenda for the next BOCC meeting on June 18, 2014. Mr. Jolley expressed concern that the airport could run out of fuel before that date. It was agreed that in the event that happens, the AAB will post the appropriate notifications for the pilots.

MOTION by Commissioner Shy, seconded by Commissioner Butler:

To request a transfer of \$11,000.00 from the County General Fund to the Airport Fund for the purposes of purchasing fuel and the monthly operation cost at the airport. The motion carried unanimously.

Mr. Smith presented the written estimate from Pavement Maintenance Services, Inc., Salida, CO. for airport maintenance on the taxiway. He said that the estimate was for \$92,615.00 and that the service was tentatively scheduled from June 13 through June 17, 2014. Following a discussion the BOCC and the AAB agreed that the airport would remain closed during those dates of service. Commissioner Butler said that the Department of Aviation (DOA), CDOT has allocated \$112,500.00 grant for the project and that the estimate is under budget. He remarked that the county was required to complete a 10% match on any of the funding received from DOA for the project. Commissioner Attebery expressed concern regarding the match funding required from the county. He said that the project dates back to 2012 and failed to see where the match funding was ever addressed in the airport budget. Following a discussion the option of pledging \$2,000.00 of in kind services from the AAB and the transfer of \$7,300.00 from the County Capital Improvement Fund was proposed.

MOTION by Commissioner Shy, seconded by Commissioner Butler:

To request that \$7,300.00 from the Capital Improvement Fund be transferred to the Airport Fund for the county match to the grant project along with \$2,000.00 of in-kind services from the AAB. Commissioner Attebery abstained from voting. The motion carried.

Commissioner Shy asked Commissioner Attebery why he abstained and did not oppose the motion. Commissioner Attebery responded that he does not oppose the project and understands that the maintenance services are necessary; however he does not support the method and process of the grant application. He said that the county purchasing policy was not followed and that the grant was never presented or approved by the BOCC and that the match funding from the county was not budgeted. He remarked that this type of situation occurred in the past with the Airport Authority Board and this appears to be the same type of situation.

Commissioner Shy and Commissioner Butler commented that they understood and agreed with Commissioner Attebery's comments.

The BOCC reviewed the estimate proposal prepared by Pavement Maintenance Services for the maintenance services on the taxiway at the airport. They noted that the proposal from the vendor was not signed and that a contract was necessary. The Board postponed approval of the contract at this time and added it to the June 3, 2104 agenda for review.

The BOCC shared concerns regarding the payment terms outlined in the proposal. The Board was adamant that the vendor invoice could not be paid until the funding from DOA was received at the county. Mr. Smith called Mr. Murphy of Pavement Maintenance Services and confirmed that the county would pay the invoice after the funding has been received from DOA. He also confirmed that no interest or service charges would apply. The topic of utilizing the Wide Informational Management System (WIMS) to electronically submit the expenditures of the project was discussed. Currently the only person with access to the system is Commissioner Butler, however, he will ensure that the system is accessible to the AAB and the Human Resource/Finance Director.

Dawna Hobby, Human Finance Manager met with the BOCC and gave a report. She said that the auditors were currently reviewing the county records in the basement portion of the courthouse. She remarked that the increase in medical insurance premiums would be effective on July 1, 2014 therefore; the employees will notice the difference in their paychecks at the end of this month. Commissioner Butler shared the WIMS process with Ms. Hobby since she will be involved in the submission of the expenditures for reimbursement under the DOA CDOT airport maintenance grant.

Christe Coleman, Office of Emergency Management Director met with the BOCC and gave a report. She said that the school exercise has been rescheduled for February 13, 2015. She reported that the county burn guidelines have been updated to include the Rye Fire Protection District. Ms. Coleman asked the BOCC for direction regarding a Pre-Disaster Mitigation Plan. She said that the current county plan expired in 2009 and that grant funding was available for the project. The BOCC did not make a decision or determination at this time. Ms. Coleman said that she attended a Resource Management and a Wild Land Fire Risk Management Workshop. She discussed some potential funding for the VHF radios. She announced that John Decker has agreed to be a back-up source when the Office of Emergency Management Director is out of the area. She is researching incident action plans for planned events and mutual aid agreements with the towns. Ms. Coleman reported on upcoming training that includes; ICS 100/700, Extended Power Outage Exercises, Webinar for the Commissioners and classes addressing legal issues of Emergency Management. Commissioner Attebery said that preliminary engineering plans for the Wetmore Community Center Facility, Wetmore, CO. were in progress.

Approved 6/18/14

He asked Ms. Coleman to make a note of equipment or supplies that would be necessary for the designation of an emergency management area in the Wetmore Community Center Facility.

Commissioner Butler asked if there was any more business to discuss. Hearing none, he adjourned the meeting at 1:20 PM

Debbie Livengood, Clerk and Recorder
Attest

Allen Butler,
Chairman