

**Logan County Commissioners Work Session
April 23, 2024**

Present: Mike Brownell, Joe McBride, Jerry Sonnenberg, Alan Samber, Jerry Casebolt, Jeff Reeves, Mark Foreman, Loraine Foreman, Diana Korbe, Kristan Lange, Debbie Unrein, Marilee Johnson, Rick Cullip, Sara Waite and Jennifer Crow.

Chairman Brownell called the meeting to order at 9:00 a.m.

APPROVAL OF MINUTES FROM PREVIOUS SESSION – Commissioner Sonnenberg moved to approve the minutes of April 16, 2024 as written. Commissioner McBride seconded, and the motion carried, 3-0.

REVISIONS TO WORK SESSION AGENDA – Chairman Brownell added Rick Cullip to the Work Session agenda to discuss items to he would like to add to the auction under Commissioner and Staff issues.

REVIEW AND APPROVE SCHEDULE OF COUNTY BILLS – The Board met with Kristan Lange to review the Logan County schedule of bills dated April 23, 2024. All bills were approved as presented.

Commissioner Sonnenberg asked if the county was going to have to pull \$50,000 out of reserves every month for the Ambulance Fund. Kristan said it was just as needed and recommended he discuss this with Debbie Unrein. Debbie Unrein joined the meeting. Because there are several months that have three pay periods the Ambulance Fund is a little low on cash. The Ambulance Fund revenues have been coming in less than the expenses for some time. The goal for the fund is to try to break even. We have higher wages and lots of overtime this month. There is \$250,000 available in the reserves to supplement the budget if necessary. Commissioner Sonnenberg suggested that this matter needed to be discussed with the City of Sterling. Commissioner Brownell also brought up the possibility of forming the Special District. Debbie Unrein mentioned that according to Wakefield billings, the Logan County Ambulance rates are far less than any other service in the surrounding counties.

Commissioner Sonnenberg asked what percentage of the ambulance billings does the county not get paid on. Debbie Unrein said that Medicare and Medicaid pay less than half the billed fees. Other insurance companies have to pay full price. The majority of our trips are Medicare and Medicaid. Debbie and Leanne from the City of Sterling are preparing a report with all the Medicare and Medicaid expenses for the feds. If we do not report correctly, they could cut us 10%. Of course, we definitely have non-pays that we just write off because they never pay.

MARK AND LORRAINE FOREMAN RE: CATTLE GUARDS – Jeff Reeves and Mark and Loraine Foreman met with the Board to discuss placement of several cattle guards on county roads due to fences blowing down in recent windstorms. There will be two cattle guards on CR 58 and one on CR 21. Both roads are heavily trafficked roads. Most of the trucks come down to split off to go to the grasslands. Jeff Reeves stated that it would not be a problem, most of the traffic

is going to be straight through traffic on missile site roads especially if you get into Cervi's and into that area. Reeves discussed that the Foremans would be required to get the cattle guards and the Road and Bridge department would install the cattle guards. The Foremans would be responsible for installation of the fence. If farmers are moving large pieces of machinery down the road or cattle down the road, there would need to be a gate on one side of the cattle guard. Mr. Foreman said it would just be them moving the cattle. Jeff Reeves will get Mr. Foreman the specs for the cattle guards for the missile site roads. Reeves said that the cattle guards are 26' wide or wider but will get the specs to Mr. Foreman to be sure. Commissioner McBride stated that he has no problems with this proposal.

Commissioner Brownell said he would be fine with the proposal also. If the turning radius on one of the cattle guards are put in and the gates on the side just in case somebody's moving something to get through without tearing up the cattle guard or their equipment. Reeves said if there are any drop offs or anything, the Road and Bridge Department will make access within the county right of way to get in and out of the gates. Mr. Reeves stated that they will make sure that there are no drainage issues and then they would put material on there to have access to the gate.

Commissioner Sonnenberg moved to allow the installation of three cattle guards, one on CR 21 and 56 and on CR 58 and CR 19 and CR 21. Commissioner McBride seconded and the motion carried 3-0.

AMBULANCE LICENSE FOR MORGAN COUNTY AMBULANCE – The County received an application for an ambulance license from Morgan County Ambulance on April 22, 2024. Morgan County Ambulance has been asked to do ambulance standby for the motorcross races on April 27 and 28.

Logan County Ambulance cannot do the standby because of the state schedule for fire fighter testing. They also have two firefighters going to instruct at Fire on the Plains in La Juanta, a class that has been scheduled for 6 months. Logan County Ambulance can't cover this standby. MR Race Promotion has had the request form since January but just returned it to the County in March. Commissioner Brownell mentioned that Morgan County Ambulance may be doing transfers for SRMC the way Mr. Sager talked last week.

The Board agreed to schedule a special meeting tomorrow morning to approve the ambulance license and permits for Morgan county ambulance license. Commissioner Sonnenberg will not be able to attend but Chairman Brownell and Commissioner McBride will be able to attend. Jennifer will publish the meeting time as soon as this work session is finished.

HB21-1110 (DIGITAL ACCESS LAW) COMPLIANCE PLANNING – Jerry Casebolt met with the Board. He recently attended an Access and Function needs conference. He emailed the Board links to several companies that could potentially evaluate and if we gave them editing privileges, fix some of the issues. He did look up one of the companies that has done work for Larimer, Adams, and Arapahoe Counties. The reference came from Tim Gablehouse, he is a trusted person in the area and does a lot of Tier II work. Casebolt used the tool that the State OIT

Office gave them against the county's front page of the website. There were no critical errors, no content errors, but there were a couple of alerts. Casebolt read that alerts may be double links or something. He does not know how we would fix that because we don't set up the back end of the website. All we do is add content to it. We will have to have someone that knows how to fix the problems once we know about them. There are no major critical errors, but the alerts are for some of the links that are not reader friendly. Casebolt does not know what the cost will be to have this done. He will reach out to the companies and inquire about what the potential costs are.

Casebolt talked to Micki Trost Public Information Officer for the State of Colorado. July 1 is the deadline. It is not a hard deadline, but the county does have to be working towards a goal. Have a plan and process moving forward. The state's website is not fully compliant yet. Jennifer applied for the SIPA grant for software that is able to make pdf documents readable. Casebolt said that our adobe is able to do the same thing, we just don't know how to do it yet.

If a consultant is hired, they will be able to show us how to stay in compliance. The pdf documents have to be able to be read with the software used by people with disabilities.

Casebolt will reach out to companies and ask what the cost will be to evaluate and fix our website/pages. Commissioner Sonnenberg would like documentation that shows that the alerts must be fixed. There are also several other websites in the county that need to be evaluated, the Sheriff, the Treasurer, Assessor and the Logan County Fair all have websites that will need to be evaluated.

TELEPHONE SYSTEM PURCHASE – Jerry Casebolt discussed a purchase requisition he recently submitted for a new telephone system for county departments. The monthly maintenance was in question. The telephone system in place now at the Courthouse was purchased in 2018. If the county purchases a cloud-based IP system, there is no server that is maintained in house. The county would not pay Aspen Leaf, which is now Phoneware for long-distance calls, it is all IP-based and calls are dialed out over the internet. The monthly fee for the Sheriff's Office alone was \$1,097. He does not have the current amounts for the Courthouse and DHS which are around \$450/month. The county would pay \$345 per month for the SIP trunks to come in and then be converted out. We would pay for one block of DID numbers which are direct dial numbers at \$3 per month, ten NHN numbers are included (unknown what these are), five CALC charges included, (unknown what these are), three additional listings for yellow pages and the Courthouse gets 1,700 minutes of domestic long distance for \$42.50 per month. This would be the same amount for DHS. Debbie Unrein stated this would be split between departments.

The Sheriff's Office is the same, Jerry does not know what the monthly maintenance amount is because they did their bid themselves. Debbie Unrein said that the questions are on the purchase requisition. The Finance Department cannot follow where the expenses came from and how much it would ultimately be.

There is monthly support on the Silicone bid because it is not a stand-alone phone system. Setup and activation in the amount of \$2,267.15 is for the entire county including the Sheriff's Office. This will bring the monthly billing for all departments to \$3,402.05. This includes the Sheriff's

Office, DHS, Courthouse and Road and Bridge for an annual cost of approximately \$43,000. Casebolt will clarify with the account representative. Casebolt commented that the county would not be paying Phoneware's long distance fees of roughly \$1,500 for all three departments.

The Sheriff's Office phone system is no longer supported by the vendor. If it crashes, there are no phones at all. The Courthouse phone system is no longer under contract but could stay with the system that they have there. DHS phones are currently with KCI and could stay with KCI. With these bids, Casebolt was trying to get everyone on the same platform. With an IP-based phone system, all you must have is an internet connection to the main system which is hosted offsite.

Casebolt discussed that phones in the elevator and the fire alarm phones are old analog phone lines which are all going away. Rick Cullip has switched a few of those lines to cellular cards. Cullip explained that the new systems in the building have been having problems connecting through the old analog phone connections in the building, so they set off an error code. The cellular card is a cellular "handshake" to a transponder within the units. Casebolt said that he has read that CenturyLink will no longer support copper lines across the whole U.S. by 2025.

Currently, if the Courthouse phones go down, Silicon has been able to understand the phone system enough to get it back online. Since the service contract has expired, if there was something major to go down, we would have to pay Mitel to work on the system. Mitel was going to charge for updates that they failed to install while it was under contract. Therefore, the contract was not renewed.

The immediate need is the Sheriff's Office phones which also cover the District Attorney's Office. Right now, there are three phones that do not work at all anymore. With Mitel and Shortel systems, you can only use those same phones. They are not true IP-based phone systems.

Phones for the Sheriff's Office are just a one-time purchase at \$175 each from CTS for 60 phones. The cost of the phones from Phoneware were \$199 each. The total for the phones is approximately \$10,000. This has not been budgeted for. There is enough money in the sales and use tax, contingency. The monthly service can come from the funds in their IT department.

The Phoneware monthly amount for the Sheriff's Office was \$898 with a discount. Casebolt does not know what the discount was for and if it will continue. He will get clarification on that and if it will continue. The group discussed whether the Sheriff's Office phone system would forward to cell phones or if the system would forward. Jerry will ask Phoneware for a bid for the entire county.

PANIC ALARM SYSTEM – Commissioner McBride suggested moving the panic alarm system base station into a secured room, possibly the IT room. If it is unplugged it sends out a signal. Casebolt will take care of moving the base station to the IT room.

SURPLUS ITEMS FOR AUCTION – Rick Cullip met with the Board and presented a list of items to the Board for approval to be taken to auction. The majority of items are old filing cabinets, desks and chairs. There are a couple of pallets of HVAC filters that are no longer needed with the retrofit, two pallets of light bulbs, fluorescent light bulbs, 500-Watt light bulbs and the 1998 Dodge van with high mileage. The Board approved the sale of all the items. The items will be sold at Sterling Livestock Auction, Monday, April 29th.

STERLING REGIONAL MEDCENTER AMBULANCE LICENSING – Alan Samber reported that Sterling Regional MedCenter wants to amend their Ambulance License in the event that their CT scan is down. The proposed amendment would allow nurses in these transfer ambulances instead of paramedics. They want the Board’s formal approval. Alan told them to submit an amended license application that spells all that out. The Board can approve the amendment of the service plan.

DTR GENERATOR PEETZ HILL - Jerry Casebolt told the Board that the generator for the DTR public safety communications tower/TV Translator tower has not run since December 2023. Tom Kiel of Better Electric had sourced parts for it and it took and took six months to get them in. He has installed the parts, but it still didn’t fix the problem. ACDC Electric from Ft. Collins worked on it twice last year because Better Electric could not fix it. They said that finding parts for this age generator is almost impossible. Tom Kiel doesn’t know if he will be able to find parts to fix it this time. He is afraid that they are throwing money at something that may never run. Casebolt asked if the TV Translator, and E911 Board could cost share to replace the generator. This is a propane generator.

Tom Kiel has a used generator for sale; however, Kiel emailed a quote for a different one this morning. With no generator on Peetz Hill it is a public safety issue. During the last windstorm the tower lost power at Peetz Hill for five days. There was no communication output for five days. The Sheriff, State Patrol, and Fire Department had very, very spotty radio traffic up there. The radio signal was running off Reiardon Hill. The TV translator was completely down for five days because there was no power to it. The TV Translator has its own tower and equipment building. There is another tower for the State-owned digital trunk radio (DTR) equipment. It is the County’s responsibility to maintain the State DTR tower, building and generator. The generator that Tom Kiel quoted is a commercial Generac gas 25 kw for \$12,900 with the transfer switch.

There is not time to apply for grant funds for this as the next Homeland Security grant cycle is January 2025 with the money not available until 2026 - 2027. The State wants this fixed right away. Casebolt suggests that this should be cost shared with the E911 board.

There being no further business, the meeting was adjourned at 10:32 a.m.