

**Logan County Commissioners Work Session  
March 18, 2025**

Present: Mike Brownell, Jim Yahn, Jerry Sonnenberg, Alan Samber, Mike Burri, Rick Cullip, Debbie Unrein, Marilee Johnson, Becky White, Michael Leerar, Michelle Pemberton, Trish McClain, Kim Crawford, Courtney Diguardi, Danny Gutierrez-Dutton, Jeff Rice, and Jennifer Crow.

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

**APPROVAL OF MINUTES FROM PREVIOUS SESSION** - Commissioner Yahn moved to approve the minutes of the March 11, 2025 Work Session as written. Commissioner Sonnenberg seconded, and the motion carried, 3-0.

**REVISIONS TO THE WORK SESSION AGENDA** – No revisions were noted.

**REVIEW OF THE BUSINESS MEETING AGENDA** – A revised TSM Farms right of way agreement that changed the agreement from one 21” water pipeline to three 12” water lines. Commissioner Yahn talked to them. The line is coming off of the North Sterling and going to go under the road. They are going to go with three 12” lines instead of one 21” line. They have contacted Mike Burri at the Road and Bridge Department to discuss this.

**COMMISSIONERS PROCEEDINGS FEBRUARY 2025** - Commissioner Sonnenberg moved to approve the Commissioners Proceedings for February, 2025. Commissioner Yahn seconded, and the motion carried, 3-0.

**BUILDINGS AND GROUNDS DEPARTMENT UPDATES** - Rick Cullip reported that the middle of March is the one-year anniversary of the completion of work that Millig has done at the Courthouse. There is some paperwork that he will sign off on from Millig that they are done with all work orders and anything that needs to be replaced. The project is finally completed.

Cullip has been able to contact the State Historical Society concerning the new bump-outs in the parking lot. He will continue discussions with them.

He had an employee give his two-week notice yesterday. He was offered a position with wind energy that pays a lot more money and the family health insurance will cost him a lot less, only \$238 a month out of pocket. The County family health insurance costs the employee about \$700 out of pocket. This is the second employee to have left in the last eight months, both of them were due to better family coverage somewhere else. The Board mentioned that reading separation notices from other departments that has been mentioned as one reason for leaving.

Cullip explained to the Board he is piloting a new cloud-based maintenance software program. Repair projects are established in the system in real time. Pictures of the project can be added as the project progresses. If there is a certain part that is needed, they can snap a picture of the part and outsource the part. They are able to save all of the information in one folder within the program. When they close it out, it saves it. If they ever need to come back to it, they can click on the program and go back to it, it’s all there. They’ve only had it for less than a week and he sees amazing things that can be done with it. He said the cost is approximately \$2,000 a year. He may need to purchase two to three tablets to use with the software.

The gazebo should be finished today if there is good weather all day today.

Commissioner Yahn asked if Josilyn Lutze had contacted him regarding installing a door with a window to her office or possibly security cameras. She does not know when people might be coming into the office and feels like it could be a security issue. Cullip stated that he does have two air conditioning units that were removed from the Courthouse Annex that he could put in Josilyn's building. These are split units that they could just drill through the block and the compressor would be outside and then the wall unit is on the inside. The old heater hanging from the ceiling on the inside would probably be left in place in case there was extremely cold weather. The Board asked him to stop by and talk to Josilyn about the door and the AC units.

The meeting recessed at 9:18 a.m. and reconvened at 10:00 a.m.

**CIVICPLUS HB21-1110 ACCESSIBILITY DISCUSSION** – The Board joined a Zoom meeting with Becky White of CivicPlus. Becky explained the Audioeye tool that CivicPlus has available and that can be added to the website. It allows the handicapped person to click on the icon and adjust the website colors, the font, contract and other features themselves to make the website more visible for to their needs. She explained that CivicPlus does a lot of business in Colorado. They have done websites for Broomfield, Jefferson, Teller, Elbert, Pitkin, and Archuleta Counties.

If they started working on a new website for Logan County today, it would take approximately six months to complete. Colorado's mandate for accessibility standards requires that there is a plan in place by July 1, 2025.

Commissioner Brownell asked if CivicPlus rebuilt the websites, would they also host them. Ms. White answered that CivicPlus would host the websites. She would have to request a "page crawl" to get the cost to rebuild the websites. They would also move all of the content for us. CivicPlus would work with the County and our group and talk through the art and content. They literally touch every piece of content that is brought over from the old site and optimize the search engines and strip out the formatting on it to make it ADA compliant and fit the new rules. Departments that have their own website are given department headers for an added charge. She compared it to purchasing a new car and adding features to the car. The scope of the website needs to be determined first. White suggested that they make a demo to show what the front end looks like and how easy it is to update.

CivicPlus uses a proprietary platform that they are able to change and update and help with security and code. Jennifer Crow asked about the Assessor and Treasurer websites and how they make sure that those websites are also WCAG compliant. White demonstrated on another county's website a department header link that has access to all the tools and modules that come with the main website. They have their own look and feel for that department. Commissioner Yahn asked if the Treasurer and Assessor's websites links to outside sites had to be compliant. Ms. White said that any website under the County's purview had to be compliant, but if the website is not under the County purview, then there is no control and the County cannot be held responsible.

Commissioner Sonnenberg asked how CivicPlus deals with posting agendas which may include maps and charts. How do they make those documents compliant? Ms. White agreed that PDF remediation seems to be a painful area. Character recognition software must be used for the PDF documents in order to make them accessible for historical documentation that you want to make available to the public.

The CivicPlus websites come with an agenda center that allows you to build the agenda, and it looks like a Word document. That is an accessible document, and you publish it through the system. They have other agenda software that is specialized for that purpose, but you don't have to do that. It's just a matter of having a conversation about how you want to treat everything going forward. Ms. White does not believe that maps need to be remediated. The Board agreed to meet again with Ms. White and an accessibility specialist to discuss this. The meeting is scheduled for Thursday, March 27<sup>th</sup> from 3:00-4:00 p.m.

Commissioner Sonnenberg asked that Ms. White send links to some of the websites that CivicPlus has been involved in so that the Board could be looking at them.

Jennifer Crow asked if CivicPlus uses CommonLook software for PDF remediation. Last year the County received a grant for two licenses for the CommonLook PDF remediation software. The software license is up for renewal in April for \$938 each license. Ms. White stated that CivicPlus has partnered with Allyant, and she would recommend renewing the licenses.

Commissioner Sonnenberg asked how long CivicPlus has been in business. Ms. White said that CivicPlus has been in business for over to 30 years. She has been with the company for nine years. The Board thanked Ms. White for meeting with them. She promised to send some website examples to the Board to look at before the next meeting.

Marilee Johnson told the Board that she thinks that the Logan County Fair website is more like the tourism website. There are not a lot of legal documents on it or PDFs. She does have a tentative quote from the web designers that are doing the tourism website right now. If the Board wants to get a better quote for the Fair website, making it more updated and exciting and also following the compliance standards. Commissioner Sonnenberg asked if we understand what we have to meet with ticket sales regarding compliance. Danny Gutierrez-Dutton reported that he has talked to Saphire about the ticketing software. They are already in compliance with the WCAG2.1 standards as far as their website goes. The cost of the redesign of the tourism website is \$15,000.

Jennifer told the Board that Sheriff Powell did not know that the Sheriff's website needed to be updated. It was discussed at the Fair Board meeting last week. Danny said that Sheriff Powell stated that he was unaware of this. Marilee said that the company that she is working with could rebuild the Sheriff's Office website for \$5,000 on a modern platform.

Jennifer is interested in having certain documents remediated by Allyant, such as the County Zoning Regulations, the Employment Application, and the Employee Handbook, etc. With the CommonLook software renewal, they have offered to remediate 100 pages with renewal of the first license and 50 with renewal of the second license.

The Board was interested in how many users of the website there were. Jennifer has contacted the State Internet Portal Authority (SIPA) and was given a link to Google Analytics for the site to run on her computer. This shows how many active users are using the website at any given moment. The analytics show what area of the country they are from and how many people are using it at any given time and what pages are being seen.

Debbie Unrein said that the General Fund contingency line item has \$500,000 available. Also, the IT budget is usually never fully expended. The expense could be shown there for future reference.

**NECHD IGA** – The Board joined a Zoom meeting with Trish McClain, and Michelle Pemberton, of NECHD, Yuma County Commissioner Michael Leerar, and NECHD Attorneys Kim Crawford and Courtney Diguardi. Trish McClain gave some background for the requested change and amendment to the IGA. She explained that Morgan County is the most populated county of the six-county coverage area for NECHD and is the busiest office for the health department. They see more clients there than in any of their other offices. In 2018 and 2019 they started talking with the City of Fort Morgan about a potential land grant to build a new building in Fort Morgan. The reason being is that the building that they are currently in space is pretty tight and they are limited in how many services they can provide in a day because they do not have the space. Then COVID came along and that put everything on hold. In 2023, they revisited the subject with the City of Ft.

Morgan. The City allowed them to purchase a piece of property for a nominal fee.

The location of the property is a strategic location which is within walking distance to a federally qualified health center, to the Department of Human Services and to the Courts and also to some low-income agricultural housing. They were able to utilize some ARPA funding last year to do all of the pre-construction work to hire an owner's rep to get a site survey, soil testing, preliminary drawings and a preliminary budget established for the building. The project is basically shovel-ready. NECHD applied for Congressionally Directed Spending and made it through the first round; however, they did not make it through the second round. In part of that process, they realized that the current Intergovernmental Agreement would not allow them to incur debt or take out loans. Even if they were to go to the USDA, they would not have been able to accept funding. They worked with their attorneys to draw up an amendment for the Intergovernmental Agreement.

Commissioner Sonnenberg asked why it was necessary to amend the IGA to give up authority to CDPHE rather than leave the IGA the way it currently is. The attorneys said that NECHD is a local public health agency and a special district. They function with CDPHE, but CDPHE is not necessary. They do not have authority over counties. All of the NECHD participating county attorneys signed off on the IGA amendment. The amendment allows NECHD to incur debt or take out loans.

Paragraph E from the resolution was deleted from the first draft of the resolution which was what Commissioner Sonnenberg's question was referring to. Trish McClain re-sent out the final draft of the resolution and amendment.

The amendment to the IGA will allow NECHD to borrow funds through certificates of participation or lease purchase agreements or through a direct loan. The entity is a Special District and is not subject to Tabor. Trish McClain and Michelle Pemberton have been looking at different options for funding such as grants and foundations. They know that there will be a need for lots of different funding sources for this project.

The Board had no further issues or concerns with the IGA or Amendment. Ms. McClain will contact the Commissioners' Office to schedule the resolution and IGA for a future agenda.

There being no further business to come before the Board, the meeting adjourned at 11:30 a.m.