

# KIT CARSON COUNTY COMMISSIONERS

## MINUTES JUNE 19, 2013

**8:00 A.M. WORK SESSION FOR COMMISSIONERS**  
**8:00 A.M. REVIEW PAYABLES**  
**8:30 A.M. ADMIN SIDE ITEMS**  
**9:00 A.M. SEP CONTRACT – DOUG OR KINDRA**  
**9:30 A.M. MINUTES**  
**12:00 P.M. LUNCH**  
**1:00 P.M. JOE KIELY – INTERNATIONAL FREE TRADE IDEA**  
**2:00 P.M. REVIEW CONSENT AGENDA FOR APPROVAL**  
**5:00 P.M. MEETING TO ADJOURN WHEN BUSINESS IS COMPLETE**

### NEW ITEMS:

- Zoning Compliance Application filed with City for Ambulance Building
- Employee Fair Passes

### SIGNATURES:

- Rodeo Announcer Contract – good as is
- Performance Warranty for Brenner Pit #2
- New Hires – Dispatch, Jail
- Resolutions to correct deposits/checks
- May 2013 CAPP & CWCP Reports

### OLD ITEMS:

- Change John Deere Industrial. This is not an option with John Deere  
Review letter from Murphy Tractor
- Korbek Case

### FYI:

- G402 Class and ICS classes
- Hazard mitigation
- NIMS Resolution

### NOTES:

- ❖ In December – get bids for slag
- ❖ Finalize bids for Ambulance Building June 26<sup>th</sup>

Meeting called to order at 11:00 A.M. by Chairman Dave Hornung. Those present were Dave Hornung, Dave Gwyn, Gary Koop, Paula Weeks and Della Calhoon.

### CONSENT AGENDA:

Payables  
Minutes  
CAPP & CWCP Report

### OTHER ITEMS:

Resolutions  
Orange sheets  
Rodeo Announcer Contract  
Healthy Community Contract  
Purchase Order for PH  
Performance Warranty for Brenner Pit #2

The Board of County Commissioners reviewed the consent agenda. Motion to approve the consent agenda listed above was made by Dave Gwyn, seconded by Gary Koop, motion carried by unanimous vote of Dave Hornung.

**HEALTH COMMUNITY CONTRACT #2211-0136,CMS 24576**

The Board of County Commissioners reviewed the Health Community Contract in the amount of \$17,300.00. This contract is for the State Fiscal Year 2013-2014. This contract covers Kit Carson, Cheyenne, and Lincoln Counties. Motion to approve was made by Dave Gwyn, seconded by Gary Koop, motion carried by unanimous vote of Dave Hornung.

**ORANGE SHEETS**

Cynthia Snyder will be a full time position in Dispatch effective as of 6-01-2013 with an hourly wage of \$12.00 and annual wage of \$24,960.00. Motion to approve was made by Dave Gwyn, seconded Gary Koop, motion carried by unanimous vote of Dave Hornung.

Hoyt Brill will work Part-time in the jail with an hourly wage of \$9.00 and will work 16 Hrs per week for an annual salary of \$6912.00. Motion to approve was made by Dave Gwyn, seconded Gary Koop, motion carried by unanimous vote of Dave Hornung.

Bryn Penny will work at Health and Human Services as the Summer Intern for a wage of \$7.78 and has a maximum of 330 hours for a total of \$2,567.40. Motion to approve was made by Dave Gwyn, seconded Gary Koop, motion carried by unanimous vote of Dave Hornung.

**PURCHASE ORDER**

The Board of County Commissioners reviewed a purchase order for an accordion wall for the Health and Human Services building. Motion to approve Specialty Doors Inc. quote in the amount of \$5,400.00 for the accordion wall and funds will come out of EPR funds was made by Gary Koop, seconded by Dave Gwyn, motion carried by unanimous vote of Dave Hornung.

**13-12267**

**RESOLUTION TO PARTIALLY RESCIND RESOLUTION #13-12261 TO CANCEL AN OUTSTANDING CHECK FROM THE FINANCE OFFICE BECAUSE CHECK HAD CLEARED THE BANK ON MAY 15, 2013 AFTER THE RESOLUTION WAS WRITTEN**

The Board of County Commissioners reviewed resolution to partially rescind resolution #13-12261 for check #107142 in the amount of \$27.72. Motion to reinstate check #107142 in the amount of \$27.72 was made by Dave Gwyn, seconded by Gary Koop, motion carried by unanimous vote of Dave Hornung.

RESOLUTION NO. 13-12267

STATE OF COLORADO        )  
  ) ss.  
COUNTY OF KIT CARSON    )

At a regular meeting of the Board of County Commissioners for Kit Carson County, Colorado, held at the Court House in Burlington on Wednesday, the 19th day of June, 2013, there were present:

Dave Hornung .....Chairman  
Dave Gwyn.....Commissioner  
Gary Koop.....Commissioner  
Della Calhoon.....County Clerk  
Paula Weeks.....Administrator

when the following proceedings, among others, were had and done, to-wit:

**A RESOLUTION TO PARTIALLY RESCIND RESOLUTION # 13-12261 TO CANCEL AN OUTSTANDING CHECK FROM THE FINANCE OFFICE BECAUSE CHECK HAD CLEARED THE BANK ON MAY 15, 2013 AFTER THE RESOLUTION WAS WRITTEN;**

WHEREAS, this check #107142, totally \$27.72 had not been presented for payment within the 90 day time limit and should be reinstated;

WHEREAS, this checks, totally \$27.72 were presented for payment after 90 day time limit and were accepted by the bank;

NOW THEREFORE, be it resolved by the Board of County Commissioners of Kit Carson County that the check #107142 for \$27.72 be reinstated by the County Treasurer and the funds transferred back into the Accounts Payable Impressed checking account and out of the General Fund to correct this expenditure.

BE IT FURTHER RESOLVED THAT THIS RESOLUTION IS EFFECTIVE IMMEDIATELY THIS 19th day of June, 2013.

DONE THIS 19th day of June, 2013, at Burlington, Colorado.

Motion made by Dave Gwyn, seconded by Gary Koop, Motion carried by unanimous vote of Dave Hornung.

Board of County Commissioners

By: Dave Hornung  
Dave Hornung, Chairman

By: Dave Gwyn  
Dave Gwyn, Commissioner

By: Gary Koop  
Gary Koop, Commissioner

RESOLUTION NO. 13-12267

ATTEST:

Della M. Calhoun  
Della Calhoun, County Clerk



STATE OF COLORADO     )  
                                  ) ss.  
COUNTY OF KIT CARSON)

I, Della Calhoun, County Clerk and ex-officio Clerk of the Board of County Commissioners in and for the County and State aforesaid, do hereby certify that the annexed and foregoing Resolution is truly copied from the Records of the Proceedings of the Board of County Commissioners of said Kit Carson County, now in my office.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the County at Burlington, this 19th day of June, 2013.

Della M. Calhoun  
Della Calhoun, County Clerk



**Edit List of Invoices - Detail w/GL**

# 13-12267

Date: 06/11/2013

Time: 10:56 am

Page 1

Kit Carson County

Ref. No.	Vendor Name Vendor Address City	Post Date Pay. Date	PO Number Req. No.	Bank Hold?	Invoice Description Line 2 Invoice Description Line 2	Gross Amount
Vendor No.	State/Province Zip/Postal Email Address	Disc. Date Due Date Inv. Date	Disc. % Invoice No.	Sep. Ck.? 1099?	Use Description 1 On Check Hand Check Number/Date	Taxes Withheld Discount Net Amount
	CASTRO,ROSIE	12/31/2012		1STR	reimbursement	
	215 CHERRY STREET	12/31/2012		N		27.72 H
6739	BURLINGTON	12/31/2012		N	N	0.00
CASROS	CO 80807	12/31/2012	0.00	N	1120 12/31/2012	0.00
	<Emailing Stub Disabled>	12/31/2012				27.72

GL Number	Account Name	Pay Amount	Relieve Amount
0020-018-53060.0000	Telecommunications & Related	5.51	0.00
0020-018-53021.0000	Mileage	22.21	0.00
<b>Distribution Total</b>		<b>27.72</b>	<b>0.00</b>

Vendor Total: 27.72

Grand Total: 27.72

Less Credit Memos: 0.00

Net Total: 27.72

Less Hand Check Total: 27.72

Outstanding Invoice Total: 0.00

Total Invoices: 1

**Recap by Fund**

Fund #	Fund Name	Amount To Pay	Amount To Relieve
0020	General Fund	27.72	0.00
<b>Grand Total:</b>		<b>27.72</b>	<b>0.00</b>

H - Hand Check

#13-12267

MAKE AP JOURNAL ENTRIES - PREVIEW

Date: 06/11/2013  
Time: 10:57 am  
Page: 1

Kit Carson County

JE#	JE Type	Posting Date	Description	GL Number	Debit Amount	Credit Amount
1	AP	12/31/2012	CASTRO,ROSIE			
				0020-018-53060.0000	5.51	
				0020-000-02200.0000		5.51
				0020-018-53021.0000	22.21	
				0020-000-02200.0000		22.21
				<b>Grand Total:</b>	<b>27.72</b>	<b>27.72</b>

## **13-12268**

### **RESOLUTION TO CORRECT A DEPOSIT THAT WAS ERRANTLY DEPOSITED TO THE PUBLIC HEALTH FUND AND SHOULD HAVE BEEN DEPOSITED TO THE SOCIAL SERVICES FUND**

The Board of County Commissioners reviewed a resolution to correct a deposit in the amount of \$5,222.40. This was deposited into the Public Health Fund and should have been deposited into Social Services Fund.

Motion to have Treasurer transfer \$5,222.40 from Public Health Fund to the Social Services Fund was made by Gary Koop, seconded by Dave Gwyn, motion carried by unanimous vote of Dave Hornung.

RESOLUTION NO. 13-12268

STATE OF COLORADO        )  
  ) ss.  
COUNTY OF KIT CARSON    )

At a regular meeting of the Board of County Commissioners for Kit Carson County, Colorado, held at the Court House in Burlington on Wednesday the 19th day of June, 2013, there were present:

Dave Hornung ..... Chairman  
Dave Gwyn.....Commissioner  
Gary Koop.....Commissioner  
Della Calhoon.....County Clerk  
Paula Weeks.....Administrator

when the following proceedings, among others, were had and done, to-wit:

**A RESOLUTION TO CORRECT A DEPOSIT THAT WAS ERRANTLY DEPOSITED TO THE PUBLIC HEALTH FUND AND SHOULD HAVE BEEN DEPOSITED TO THE SOCIAL SERVICES FUND**

WHEREAS, an ACH was received for \$5,222.40 and deposited to the PUBLIC HEALTH FUND but should have been deposited to the SOCIAL SERVICES FUND;

NOW THEREFORE, be it resolved by the Board of County Commissioners of Kit Carson County that the County Treasurer transfer \$5,222.40 from the PUBLIC HEALTH FUND to the SOCIAL SERVICES FUND to correct this error.

BE IT FURTHER RESOLVED THAT THIS RESOLUTION IS EFFECTIVE IMMEDIATELY THIS 19th day of June, 2013.

DONE THIS 19th day of June, 2013, at Burlington, Colorado.

Motion made by Gary Koop, seconded by Dave Gwyn, Motion carried by unanimous vote of Dave Hornung.

Board of County Commissioners

By: Dave Hornung  
Dave Hornung, Chairman

By: Dave Gwyn  
Dave Gwyn, Commissioner

By: Gary Koop  
Gary Koop, Commissioner

RESOLUTION NO. 13-12268

ATTEST:

  
Della Calhoon, County Clerk

STATE OF COLORADO            )  
  ) ss.  
COUNTY OF KIT CARSON)

I, Della Calhoon, County Clerk and ex-officio Clerk of the Board of County Commissioners in and for the County and State aforesaid, do hereby certify that the annexed and foregoing Resolution is truly copied from the Records of the Proceedings of the Board of County Commissioners of said Kit Carson County, now in my office.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the County at Burlington, this 19th day of June, 2013.

  
Della Calhoon, County Clerk

#13-12268

<b>DEPOSIT</b>		Date: 2/26/13
FOR	Public Health Deposit -Ach	
CODE	DESCRIPTION	
0025.0500	Public Health Deposit	\$ 4,728.73
		\$ 5,222.40
	NFP	
	Grand Total of Deposit	\$ 9,951.13
		Cash
		Check \$ 9,951.13
	<b>TOTAL DEPOSITED TO THE TREASURER</b>	<b>\$ 9,951.13</b>

*2/26/13  
Gen. Inv.  
P. H. Dept.  
NFP*

1
2
3
4

**DOUG MATHIS – CONTRACT**

The Board of County Commissioners reviewed the contract with Doug Mathis in the amount of \$4,125.00. The only change in the contract was that Doug would not be doing the sound system. Nikki had found other arrangements for sound and Doug had not done this for a couple of years and just dropped it out of his contract. Motion to approve contract with Doug Mathis in the amount of \$4,125.00 for the 2013 PRCA rodeos held in Kit Carson County was made by Dave Gwyn, seconded by Gary Koop, motion carried by unanimous vote of Dave Hornung.

**BRENNER GRAVEL PIT #2 - PERMIT #M-2013-014**

The Board of County Commissioners reviewed the Performance Warranty for the Brenner Pit #2. Motion to approve and sign was made by Gary Koop, seconded by Dave Gwyn, motion carried by unanimous vote of Dave Hornung.

**JOE KIELY – INTERNATIONAL FREE TRADE IDEA**

The Board of County Commissioners had scheduled a meeting with Joe Kiely who had to cancel due to a conflict.

Meeting adjourned.

(Signed by Dave Hornung)

(7-3-2013)

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Dave Hornung, Chairman

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Date