

KIT CARSON COUNTY COMMISSIONERS

MINUTES SEPTEMBER 11, 2013

- 8:00 A.M. PRE-SIDE ITEMS**
8:30 A.M. DEPARTMENT HEAD MEETING – KCC EMS (Gary Koop Host)
10:00 A.M. ACCOUNTS PAYABLES
10:30 A.M. MARTY GREEK: PROBATION OFFICE 970-332-5213
11:00 A.M. ADMIN SIDE ITEMS & READ MINUTES
11:30 A.M. REVIEW CONSENT AGENDA FOR APPROVAL
12:00 P.M. LUNCH
1:00 P.M. KINDRA MULCH – FINANCIALS/PERSONNEL
2:30 P.M. COMMISSIONER WORK SESSION
5:00 P.M. MEETING TO ADJOURN WHEN BUSINESS IS COMPLETE

NEW ITEMS:

- Bid process on sheriff vehicle
- E911 IGA with City of Burlington
- Budget Proposals – DA

SIGNATURES:

- Treasurer's August Report
- Clerk's August Report
- Emergency Manager Contract
- CAPP/CWCP August Report
- Gravel Pit Expansion

OLD ITEMS:

- Gravel Pit Expansion

FYI:

- ❖ Defensive Driving Refresher course scheduled Sept. 26
- ❖ CHP September 19, 2013 at 10:00 AM at the CTSI offices – May call in

NOTES:

- In December – get bids for slag

DEPARTMENT HEAD

Gary Koop led the Pledge of Allegiance and a moment of silence for all 9-11 victims and their families.

Ron Meyers stated they are busy with fall planting and dusting in canola and wheat. Testing corn on a bug resistant seed is underway with good results. Karen Dustako and Jean Weisshaar are finishing up with 2012-2013 4-H year and will soon start on next years' programs.

Kindra Mulch stated that they are getting ready for flu shots. This year they will be doing an Emergency Preparedness Exercise while administering the shots. The drive-through will again be offered by community request. Three new employees are coming aboard with Lois Winslow and Rita Rueb retirements and Lanie Meyers moving to Lamar October 4th, 2013. Mosquitoes are still infectious so wear your repellent.

Pam Mills- Busy with tax collection, 98.3% collected. The list for delinquent taxes for mobile homes was published last week and personal property list will be published in the near future.

Abbey Mullis busy with property protest on three State Board appeals.

Ted Foth is keeping things going. The new building is at a standstill and he is hoping they will get busy soon.

Randy Gorton stated that the electronic recycle day is September 28th at the Stratton Activity Center north parking lot between 9:00 A.M. and 1:00 P.M.

Paula Weeks stated on Wednesday September 25th 3:30-4:30 there will be Department Head training for workers comp. All department heads should attend this meeting. Aflac representative will be here the 25th and 26th September. If you have questions call Phil Decker. Have been working on budgets and signed draft of budget needs to be done by October 9, 2013

Dave Weber stated he is plugging away. Completed removing pond near the 4-H building at the fairgrounds and will replace it with cement around the building and maybe grass. The old weigh scale has been removed and a new one is to be here September 17.

David Litteral has been to a regional conference and will be putting together a regional subcommittee. Dave also passed out Disaster Recovery Books.

Dave Gwyn stated that Road & Bridge busy with mowing weeds.

Dave Hornung stated that the CHIP meeting was not a good one and it will not happen again, wasted all of our time.

Gary Koop is 8 months into his job and still here and starting to feel more comfortable with the position.

Meeting adjourned. Randy Gorton will be in charge of the October 9th meeting.

Meeting called to order by Chairman Dave Hornung at 10:00 A.M. Those present were Dave Hornung, Dave Gwyn, Gary Koop, Paula Weeks and Patty Witzel. Della Calhoon was absent.

CHARLES LITTERAL – VETERANS SERVICE OFFICER

Charles J. Litteral, Veteran Services Officer has prepared a letter for the Board of County Commissioners to sign and send to the family of Robert (Bob) Fox.

MARTY GREEK – PROBATION OFFICE

Marty Greek, representing Probation Office, stated that new probation officer Elizabeth Dulca has started in Kit Carson County. Discussion was held over a window in the new room provided for her (old break room). Marty said that the other option of a room down the hall is not desirable as too far from existing office. Discussion on what the State is willing to offer to fix up the room needing a window and helping fix up a break room for the employees of the Court House. Marty will go and get information from the State of Colorado if there is money to put in a window in the wall between the two offices and if so they will need to fix the wall when taking the window out of the wall when the room is no longer needed for Probation Office. The Board of County Commissioners asked this be in writing on what the state plans to do.

CONSENT AGENDA

Minutes

Payables

August Clerk Report

August Treasurer's Report

August CAPP/CWCP Report

ACCOUNTS PAYABLES COUNTY CLERK

The Board of County Commissioners reviewed the accounts payables for the County Clerk's office for the month of August, 2013 as follows:

Colo. Dept. of Revenue (MV Remittance/License Fees)	\$94,551.19
Colo. Dept. of Revenue (State & Flagler Sales Tax)	\$28,557.43
City of Burlington Sales Tax	\$6,658.89
Town of Seibert Sales Tax	\$583.03
Town of Stratton Sales Tax	\$0
State Treasurer (Drivers License)	\$2,327.80
Colorado Department of Health Marriage License	\$21.00
State Treasurer (Domestic Abuse) Marriage License	\$140.00
	<hr/>
	\$132,839.34

Motion to approve the Consent Agenda and the County Clerk's Payables was made by Dave Gwyn, seconded by Gary Koop, motion carried by unanimous vote of Dave Hornung.

The Board of County Commissioners recessed to convene at 1:00 P.M. as the Board of Health and Human Services.

Agenda Health and Human Services

This Agenda is subject to addition/correction & final approval.

Financials:

- Human Services
- Public Health

Action Items:

Contracts for review, consideration & approval

Personnel: Updates

Purchase Order approval:

Information Items:

Program Updates:

- Child Welfare IV E Waiver options:
 - Kinship Supports
 - PRT (Permanency Round Table)
 - Family Engagement

Other:

Kindra's performance evaluation

Kindra Mulch and Emily Schroeder presented to the Board of County Commissioners the financials.

FINANCIALS

Kindra reviewed with the Board of Health and Human Services the financials for the Human Services.

- 1) Treasurers Fund Ledger for July 2013
- 2) Proceedings for July, 2013. Motion to approve proceeding was made by Gary Koop, seconded by Dave Gwyn, motion carried by unanimous vote of Dave Hornung.
- 3) Human Services Balance Sheet

- 4) Bank Reconciliation for July
- 5) County Director Report for Human Services Revenues
- 6) County Director Report for Human Services Expenditures
- 7) CFMS Allocations/MOE Report Current Period: July 14
- 8) Closeout – SFY 2012 - 2013

Kindra reviewed the financials for the Public Health.

CHILD WELFARE IV-E WAIVER

Lanie Meyers presented a program on Child Welfare IV-E Waiver. Kit Carson County was awarded \$37,200.00 in new funding as follows:

\$15,000.00-Family Engagement

\$ 7,200.00-Permanency Round Tables

\$15,000.00-Kinship Supports

MOU – IV-E WAIVER

Kindra presented the Memorandum of Understanding (MOU) for The State of Colorado Department of Human Services and The Board of County Commissioners or other elected governing body of Kit Carson County, Colorado and the duties that must be performed.

Motion to enter into the MOU for IV-E Programs in the amount of \$37,200.00 was made by Dave Gwyn, second by Gary Koop, motion carried by unanimous vote of Dave Hornung.

PUBLIC HEALTH SUMMARY BALANCE

Kindra reviewed the Public Health Summary Balance. There is concern that money from the State of Colorado has not been received. Kindra is aware of this situation and will look into it.

PURCHASE ORDER ISSUES

Purchase order for Division of Child Welfare was presented. Purchase of three (3) i-Pads for \$1,587.00, Three (3) car chargers for \$74.85, Three (3) keyboards for i-Pads \$299.85, and one (1) pack of 6 Styles \$8.99. Total \$1,970.69. Motion made by Gary Koop to purchase items for \$1,970.69, seconded by Dave Gwyn, motion carried Dave Hornung.

Purchase order for one (1) desk top computer with two (2) monitors for Economic Security Human Service for \$976.00. Motion made by Gary Koop to approve purchase order for \$976.00, seconded by Dave Gwyn, motion carried by Dave Hornung.

CONTRACT TO INSTALL BI-FOLD ACCORDION DOOR

Contract to install one new bi-fold accordion door was receive from Karlin Mantifly for Kit Carson County Health & Human Services for \$1,800.00. This wall will be installed from south to west being able to open in the middle and on south end. This contract includes fuel and labor. Gary Koop made motion to approve contract with Karlin Mantifly for \$1,800.00, seconded by Dave Gwyn, motion carried by Dave Hornung.

Kindra also asked the Board of County Commissioners to look into the pothole situation in the Annex parking lot. With winter coming the situation will not get any better. Eric Richardson will be contacted.

Kindra asked when her performance evaluation will be and it was decided after budget meeting.

The Board of Health and Human Services recessed and convened at 2:00 P.M. as the Board of County Commissioners.

PURCHASE ORDER 55" MONITOR-TOM RIDNOUR, SHERRIFF

Tom Ridnour, Kit Carson County Sheriff, presented a purchase order for a LG Security Grade 55" LED widescreen monitor for \$1634.79. Gary Koop made motion to purchase the monitor, seconded by Dave Gwyn, motion carried by Dave Hornung.

VALE GRANT-VICTIMS ASSISTANCE

Tom Ridnour presented for Katie Kirby, Victims Advocate, a Vale Grant for \$15,641.00 for Victims Assistance and Law Enforcement renewed yearly. Dave Gwyn made motion to approve VALE Grant for \$15,641.00, seconded by Gary Koop, motion carried by Dave Hornung.

GRANT HOMELAND SECURITY AND EMERGENCY MANAGEMENT

Paula presented the Emergency Management Contract Grant Agreement between the State of Colorado Department of Public Safety Division of Homeland Security and Emergency Management was presented. This is a 5 quarter contract for 2013 and 1 quarter of 2014.

Gary Koop made motion to approve the Grant for Homeland Security, seconded by Dave Gwyn, motion carried by Dave Hornung.

ORANGE SHEETS

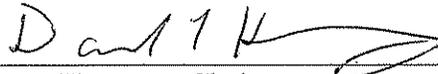
Paula Weeks, Administrator, presented orange sheets for Katrina Trobee who has met the origin agreement and be raised from \$22.00 per hour with an annual Salary \$45,760.00 to \$24.00 per hour with an annual Salary \$49,920.00. Gary Koop made motion to approve due to original agreement, seconded by Dave Gwyn, motion carried by Dave Hornung.

Paula Weeks, Administrator, presented orange sheet for Phil Decker from \$12.99 per hour with an annual salary was \$27,016.68 to \$14.66 per hour with an annual Salary of \$30,492.80. Motion made by Dave Gwyn, seconded by Gary Koop, motion carried by Dave Hornung.

WORK SESSION

Board of County Commission had work session at 2:45 P.M.

Meeting adjourned.



Dave Hornung, Chairman

9-18-13

Date

