

KIT CARSON COUNTY COMMISSIONERS

MINUTES OCTOBER 9, 2013

- 8:00 A.M. WORK SESSION FOR COMMISSIONERS**
8:30 A.M. DEPARTMENT HEAD MEETING
10:00 A.M. DAVID LITTERAL – EMERGENCY MANAGER CONTRACT
10:30 A.M. READ MINUTES
11:00 A.M. PUBLIC HEARING FOR DRAFT BUDGET
11:30 A.M. ADMIN SIDE ITEMS
12:00 P.M. LUNCH
1:00 P.M. PAM MILLS – TREASURER AND DAVE CARTER
2:30 P.M. REVIEW PAYABLES
3:00 P.M. KINDRA MULCH – AUGUST FINANCIALS FOR SS & PH
5:00 P.M. MEETING TO ADJOURN WHEN BUSINESS IS COMPLETE

NEW ITEMS:

- Stipulation with CCA
- Oil and Gas Training meeting
- David Litteral's contract expired Sept. 30, 2013 – renew?

SIGNATURES:

- E911 LETTER TO City of Burlington
- DHS agreement for software
- Clerk – September Report
- Treasurer September Report
- Finance September Report
- September CWCP/CAPP report
- Liquor License
- White Cliff's Easements
- Fair sponsorships – 2013

OLD ITEMS:

- Payroll Resolution
- Update on 911 rate increase
- HAS information

FYI:

NOTES:

- In December – get bids for slag
- CCI Winter Conference – Dec. 2-4 Must register by Nov. 1 for lower rate RSVP

DEPARTMENT HEAD

Randy Gorton called the meeting to order with the pledge of allegiance. Those present were Randy Gorton, Dave Weber, Tom Ridnour, Ted Foth, Abbey Mullis, Paula Weeks, Dave Hornung, Gary Koop, Dave Gwyn, Kindra Mulch, Ron Meyer and Della Calhoon.

Randy reviewed that they collected 10,000 pounds of electronic material in four hours. There were people from Burlington that thought it should have been in Burlington instead of Stratton. Totes will be kept at the landfill for electronics. There will be \$363.00 that will come out of our pocket due to items being miscounted. The project was well received.

Kindra asked if the landfill would be able to collect and charged a fee so that we can get this taken to a recycle location. Batteries were an item at \$2.00 per pound. Yuma County has opted out of the recycling program and items will go into their landfill. Randy stated that

someone has dumped trees at Stratton in the ditch instead of bringing them to Burlington. Randy said the recycling fees were extended through 2016 and the fee will rise each year. Charles Johnson was a speaker at the conference he attended. Randy stated that Cheyenne County is also going to use totes and will work together and make a trip to the recycle location. Randy said they may try to build a cover to put the totes into keep out of the weather.

Kindra said flu shots tonight at Burlington Community Center and the Seibert Community from 5:00 P.M. to 7:00 P.M. this will be ran as a mass immunization for an exercise. Alisa James was promoted to the Child Welfare Supervisor position and they will advertise for a case worker position.

Connect to Colorado has been going well. They have had 4 people through the process and some have come into the office for assistance. The computer CBMS has changed last Tuesday and a new system is being implemented. The Federal Government shut down but they are continuing until October 15, 2013. If no changes on the Federal shutdown by November some programs would be shut down. Federal programs are recognized as county but are by the State from the Federal Government. Kindra gave a review of possible scenarios. If you are in northern Colorado do not play in the flood waters due to contamination. Kindra reviewed that people should not fish or raft in the waters due to the sewage that is in the water.

Abbey stated that it has been quiet in her office. CCA Prison had offered a settlement of \$49,000,000.00 and the County countered with \$49,500,000.00. The BOAA set the date for Nov. 25, 2013 and CCA wanted to extend the period and BOAA said that they would not change the date. Wade is working on the process for submitting settlement to the BOAA. The Senior Exemption list was sent to the State and they check by social security numbers to make sure they are not getting more than one exemption per senior.

Ron reviewed 4H agents are wrapping up the year and will have a banquet next week. They will start up enrollment in December. Mick is doing regional camps and Molly doing local clubs. Wheat test plots need to be drilled. They are starting to cut corn plots. Bushels are lower due to draught.

Della reviewed that she has judges in helping to get the ballots folded and ready for the mail. Ballots will be mailed Oct. 15, 2013. The office preformed the Logic and Accuracy Test on Oct. 3, 2013 and Shila Adolf the Bethune Superintendent brought the Student Council to observe the testing process.

Ted said they are cleaning the ambulances from the dust storm. No fatalities during the storm. Jacob Mago is studying to be an EMT and is currently helping the Ambulance Service as a driver. Ted stated that things are going well for the service.

Tom did not have anything.

Paula reviewed that the Dave Litteral was not able to attend the department head meeting but wanted everyone to know that the KCC Memorial Hospital will be hosting ICS 300 on Oct. 10 & 11 and ICS 400 classes Oct. 31 & Nov. 1.

There will also be a Pipeline class on Oct 25, 2013 6:00 P.M. at the Burlington Community Center.

Draft Budget hearing will be held later today. Paula also handed out changes for Health Insurance. The Administration office will be going to each office and R&B district to review the changes for Health Insurance changes. Two years ago the County went to a higher deductible to save money. The County will save approximately \$317,000.00 this year. Next year deductible will increase to \$5000.00 per family may see approximate savings of \$585,000.00. Paula gave a brief review of changes that will be taking place but will go into

more detail when they go to each office. The county is going to offer a HSA program that could assist employees and can be used for medical issues. This account would not have to be used by the end of the year but will roll over to the next year where the current Flex Plan you have to use the funds by the end of the year.

Dave Weber stated that they moved out the furniture in the Commissioners room so that new carpet could be laid down.

Dave Gwyn reviewed that there is interest in the Wind Farms and looking at towers coming into the county. The R&B are working on County Rd 31 (Kirk Road) on two miles north from County Rd Z to the bridge. There was discussion in regards to mowing on Hwy 24 and this is now in the region located out of Greeley and were told that mowing would only be done once a year.

Dave Hornung said that Dale Richards is retiring from District #3 and his last day will be Oct. 31, 2013. They are looking at a 3% cost of living for employees if at all possible. This will be reviewed when the final budget is approved December 15, 2013. Abbey stated that they will make adjustments in valuations. Kindra said that her staff appreciated the Board of County Commissioners trying to give this increase.

Gary Koop said he attended a meeting and possible legislation for next year. Gary gave a review of items discussed of which was the 51st State and possibly to have a representative from each county instead of by District. Gary brought a picture of the 1927 House of Representative and this showed that each county had a representative, and also a book on the history of Kit Carson County.

Abbey stated they found a commercial building that did not get a building permit before it was constructed. Abbey will call Kelly and review that this building is a commercial use building and never got a permit. Abbey also reviewed that companies are asking for Certificate of Occupancy and was wondering if the county was issuing this certificate. The Board of County Commissioners stated that they do not have this certificate.

Next meeting will be Nov. 13, 2013 and conducted by Tom Ridnour.

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

HEARING – KIT CARSON COUNTY 2014 DRAFT BUDGET

Chairman Dave Hornung called the meeting to order for the hearing for the 2014 Budget at 11:00 A.M. Those present for the hearing were Dave Hornung, Dave Gwyn, Gary Koop, Paula Weeks and Della Calhoon.

Paula Weeks presented the 2014 draft budget for Kit Carson County. This is only a draft and will have changes as they are presented to the Board of County Commissioners. Paula reviewed that she has received changes to the Public Health programs and that the Health Insurance and retirement was not corrected for the different programs. Changes to NFP show all the insurance, retirements etc. are all in the Salary line and not broken out.

Motion to approve the 2014 Draft Budget for Kit Carson County was made by Dave Gwyn, seconded by Gary Koop, motion carried by unanimous vote of Dave Hornung.

PAM MILLS, TREASURER AND DAVE CARTER (Peaks Public Investment Advisors)

Pam Mills, Treasurer and Dave Carter with Peaks Public Investment Advisors met with the Board of County Commissioners and gave a review of his investing company and how they are working with government entities. They are currently in 9 States. Dave has talked to Pam Mills on ways that reserve money could be invested. Dave Carter reviewed that they could assist the County Treasurer to learn how to invest the county money.

Pam stated that other counties have had Dave Carter help them and will have discussion with these counties to find out how their process works. Pam gave a review of where they have funds that could be invested without having to cash any of the CD's.

Discussion was held in regards to keeping the money within the County but they are not making any interest keeping the funds locally. Yield to Maturity or Yield to Call was discussed. Dave believes that his company could assist the county with their funds and help to make more interest for the County.

The Board of County Commissioners will take the information to review. They will let Pam know if they are interested in investing money through Peaks Public Investment Advisors.

The Board of County Commissioners will consider entering into Peaks Public Investment Advisors. Pam has not heard any negative comments at her conferences or other meetings.

Pam gave a review of money in the funds. Dave guaranteed 1% on the money that would be invested. Pam will have Dave Carter draft a portfolio to see how it would look.

CONSENT AGENDA

DHS AGREEMENT FOR SOFTWARE
CLERK REPORT
TREASURER REPORT
CWCP/CAPP REPORT
A/P ADMIN/CLERK EXPENDITURES
MINUTES

The Board of County Commissioners reviewed items on the consent agenda for the following reports: Clerk's Office, Treasurer's Office, Finance Office, September CWCP/CAPP, letters, and expenditures for all funds.

ACCOUNTS PAYABLES COUNTY CLERK

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

Colo. Dept. of Revenue (MV Remittance/License Fees)	\$93,340.45
Colo. Dept. of Revenue (State & Flagler Sales Tax)	\$26,146.65
City of Burlington Sales Tax	\$7,843.04
Town of Seibert Sales Tax	\$725.00
Town of Stratton Sales Tax	\$96.66
State Treasurer (Drivers License)	\$2,127.50
Colorado Department of Health Marriage License	\$18.00
State Treasurer (Domestic Abuse) Marriage License	\$120.00
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	\$130,417.30

Motion to approve consent agenda was made by Dave Gwyn, seconded by Gary Koop, motion carried by unanimous vote of Dave Hornung.

SPICES ON THE GREEN-LIQUOR LICENSE

Della presented the County Liquor License for Spices on the Green. Della reviewed that she had received the State License and the county needs to issue their license. Della stated that Kelly Alvarez had conducted an inspection of the County Club. Motion to approve and issue the license was made by Dave Gwyn, seconded by Gary Koop, motion carried by unanimous vote of Dave Hornung.

ePN – MOU FOR ELECTRONIC RECORDING

Della presented an MOU for ePN who would like to submit recording electronically to Kit Carson County. Della had Wade Gateley review the MOU and did not have a problem with the agreement. Motion to enter into the MOU with ePN was made by Dave Gwyn, seconded by Gary Koop, motion carried by unanimous vote of Dave Hornung.

DISTRICT #1 - BIDS FOR PICKUP

Gary Koop requested bids for a ½ Ton pickup 4X4. Gary received the following bids:

Burlington Ford and Lincoln	2014 F-150 4X4, V-8	\$23607.70
Vince's GM Center	2014 Chevy ½ Ton V-8	\$24105.40

Motion to award bid to Burlington Ford for a 2014 F150 4x4 V-8 in the amount of \$23607.70 was made by Gary Koop, seconded by Dave Gwyn, motion carried by unanimous vote of Dave Hornung.

WHITE CLIFF 'S PIPELINE, LLC –EASEMENT OF RIGHT OF WAY

The Board of County Commissioners reviewed Easement of Right of Way document from White Cliff's Pipeline LLC crude oil pipeline that will be crossing Kit Carson County alongside the existing crude pipeline and where the line would be crossing the county roads.

Motion to approve Right of Way Easement for White Cliff's was made by Gary Koop, seconded by Dave Gwyn, motion carried by unanimous vote of Dave Hornung.

LETTER – CITY COUNCIL OF BURLINGTON

The Board of County Commissioners submitted a letter to the Burlington City Council to consider giving a 3% increase for dispatch services that are provided.

QUARTERLY REPORT – EMERGENCY MANAGER

The Board of County Commissioners reviewed the quarterly report for the Emergency Manager. This was submitted by Dave Litteral. Motion to approve and sign quarterly report was made by Dave Gwyn, seconded by Gary Koop, motion carried by unanimous vote of Dave Hornung.

Dave Gwyn had to leave the meeting at 2:45 P.M.

The Board of County Commissioners recessed to convene as the Board of Health and Human Services at 3:00 P.M.

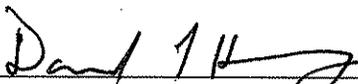
KINDRA MULCH – HEALTH AND HUMAN SERVICES

Kindra met with the Board of Health and Human Services and reviewed Alisa James salary and would like her wage to begin at the January 2014 wage. The Board reviewed the Step and Grade chart. Motion to approve salary at Step 3 grade 84 for an annual wage of \$48,137.89 was made by Gary Koop, seconded by Dave Hornung. Motion carried.

There is a large difference for on-call rate for counties and Kit Carson County is one of the lowest in the State. Lincoln County 20.00 week day, 5:00 pm to 8:00 am, weekend 40.00, holiday 60.00, Alamosa pays \$150.00 per week, Mesa 57.50 day and 258.00 weekend and Holiday 390.00 per day. Kindra will bring this back to the Board of Health and Human Services before the final budget is approved.

The Board of Health and Human Services reviewed with Kindra that when Nikki begins learning Tyler Software will not be able to give a ready only access but will have access to all the programs. Paula reviewed that if a problem is created and problems occur will have Tyler review the software to find who created the issue. Kindra also stated that Doug Satterly is to be cross trained with Nikki Halde. Paula reviewed that the County will need to purchase another license and this would have to be charged to her department.

Meeting adjourned at 3:35 P.M.



Dave Hornung, Chairmah

10-16-13
Date