

KIT CARSON COUNTY COMMISSIONERS

MINUTES NOVEMBER 6, 2013

8:00 A.M. TED FOTH – AMBULANCE RATS & LICENSES
8:30 A.M. REVIEW PAYABLES
9:00 A.M. ADMIN SIDE ITEMS
9:30 A.M. READ MINUTES
10:00 A.M. REVIEW CONSENT AGENDA FOR APPROVAL
10:30 A.M. BURLINGTON CONSERVATION DISTRICT – REQUEST FOR DONATION
12:00 P.M. LUNCH
5:00 P.M. MEETING TO ADJOURN WHEN BUSINESS IS COMPLETE

NEW ITEMS:

- Flood documentation
- City of Burlington letter
- Jail papers served

SIGNATURES:

- Clerk's October Report
- Treasurer's October Report
- Resolution to correct A/P error
- Copier Maintenance Agreement – Admin
- Purchase order for stamps

OLD ITEMS:

- Payroll Resolution
- QUAD Billing – additional information as requested – fees
- Carousel Park bid

FYI:

NOTES:

- In December – get bids for slag

Meeting called to order by Chairman Dave Hornung at 10:20 A.M. Those present were Dave Hornung, Dave Gwyn, Gary Koop, Paula Weeks and Della Calhoon.

BURLINGTON SOIL CONSERVATION DISTRICT – DONATION

Tim Stahlecker, Fred Wedel, Jenny MaCasland, and Bruce Unruh met with the Board of County Commissioners in regards to a request for funding/donation. Tim reviewed several programs that the Burlington Soil Conservation District provided. The Burlington and Flagler Conservation District developed and were approved by USDA NRCS for a special targeted proposal "Aquifer Overdraft Mitigation Project" that will help demonstrate water savings and improve the soil health through the use of multi-year, cropping sequence utilizing a bundle of select conservation practices.

- 1) Provide trees at low cost to area producers to install windbreaks to help reduce blowing soil and drifting snow
- 2) Support and provide technical hands on information to producers to reduce noxious weed issues
- 3) Educate Ag producers on the benefits of improving soil health through the use of conservation tillage, cover crops, and proper nutrient management.
- 4) Support and Educate young people and others about conservation practices through multiple activities such as the 6th grade conservation poster contest, Camp Rocky

scholarships, backyard conservation camp, soil health webinar series, field days and publications.

Bruce brought in several species of cover crops, turnip, Ethiopian cabbage, and radishes that he has planted on his ground.

The Burlington Soil Conservation District would like to request funding from the County Commissioners for the 2014 budget year in the amount of \$2,600.00.

- a. Partner (50%) with the Burlington Conservation District on the Aquifer Mitigation Overdraft project to split the purchase of monitoring equipment – water sensors (4 at \$200), soil tests (6 at \$240 each, soil biology tests (6 at \$240, and 32 hrs Farm Bill Technician monitoring (\$576)
- b. Annual assistance for the education position
 - 6th grade poster contest & tour for all three schools - \$650
 - Week long conservation kids camp - \$475
 - 3rd & 4th Grade coloring contest – Arbor Day \$225

Motion to budget for 2014 \$2,000.00 from Community Programs and give this to the Burlington Soil Conservation District was made by Dave Gwyn, seconded by Gary Koop, motion carried by unanimous vote of Dave Hornung.

CONSENT AGENDA

Accounts Payables, Clerks Accounts Payables
Minutes October 30, 2013
County Treasurer Report for October
County Clerk Report for October

ACCOUNTS PAYABLES COUNTY CLERK

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

| | |
|---|--------------|
| Colo. Dept. of Revenue (MV Remittance/License Fees) | \$100,918.84 |
| Colo. Dept. of Revenue (State & Flagler Sales Tax) | \$30,600.44 |
| City of Burlington Sales Tax | \$10,014.58 |
| Town of Seibert Sales Tax | \$403.01 |
| Town of Stratton Sales Tax | \$102.47 |
| State Treasurer (Drivers License) | \$1,765.10 |
| Colorado Department of Health Marriage License | \$9.00 |
| State Treasurer (Domestic Abuse) Marriage License | \$60.00 |
| | <hr/> |
| | \$143,873.44 |

Motion to approve Consent Agenda for the above items, Accounts Payables, Minutes, Reports was made by Dave Gwyn, seconded by Gary Koop, motion carried by unanimous vote of Dave Hornung.

SIDE ITEMS

Discussion on Flood documentation, City of Burlington Letter, Jail Papers served, Quad Billing and Carousel Park bids.

MAINTENANCE AGREEMENT – COPIER ADMIN OFFICE

The Board of County Commissioners reviewed the maintenance agreement of the copier in the admin office at a rate of \$0.0138 up to 150,000 copies.

Motion to approve Maintenance Agreement with Office Works on the copier in the Administrators office was made by Dave Gwyn, seconded by Gary Koop, motion carried by unanimous vote of Dave Hornung.

POSTAGE

Della presented a request for approval for purchase of Forever stamps for the Clerk's office and Election Department. Postage will be increasing and would like to purchase stamps before the increase. Della presented a request to purchase 40 rolls of stamps for a cost of \$1,840.00 will be divided by the two budgets. Motion to approve the purchase of postage was made by Dave Gwyn, seconded by Gary Koop, motion carried by unanimous vote of Dave Hornung.

BIDS – GRADERS

The Board of County Commissioners reviewed the following bids from Wagner and Honnen Equipment. Motion to award bids to Honnen Equipment for Graders for Dist. 1, 2 & 3 that will come out of the 2014 budget was made by Gary Koop, seconded by Dave Gwyn, motion carried by unanimous vote of Dave Hornung.

| HONNEN | 772G | TRADE IN ALLOWANCE | COST | X AWARDED |
|-------------|---------------|--------------------|---------------|---|
| DISTRICT 1 | \$ 254,633.00 | \$ 145,000.00 | \$ 109,633.00 | x |
| DISTRICT 2 | \$ 254,633.00 | \$ 105,000.00 | \$ 149,633.00 | x |
| DISTRICT 3 | \$ 254,633.00 | \$ 90,000.00 | \$ 164,633.00 | |
| | | | \$ 423,899.00 | |
| HONNEN | 772GP | TRADE IN ALLOWANCE | COST | |
| DISTRICT 1 | \$ 265,596.00 | \$ 145,000.00 | \$ 120,596.00 | |
| DISTRICT 2 | \$ 265,596.00 | \$ 105,000.00 | \$ 160,596.00 | |
| DISTRICT 3 | \$ 265,596.00 | \$ 90,000.00 | \$ 175,596.00 | X |
| | | | \$ 456,788.00 | trade off sn 1AL01253 2002 with 10,655 hours |
| WAGNER | 140M2AWDL | TRADE IN ALLOWANCE | COST | |
| *DISTRICT 1 | \$ 273,000.00 | \$ 125,000.00 | \$ 148,000.00 | |
| DISTRICT 2 | \$ 273,000.00 | \$ 115,000.00 | \$ 158,000.00 | |
| DISTRICT 3 | \$ 273,000.00 | \$ 92,500.00 | \$ 180,500.00 | |
| DISTRICT 3 | \$ 273,000.00 | \$ 93,000.00 | \$ 180,000.00 | |
| WAGNER | 160M2AWDL | TRADE IN ALLOWANCE | COST | |
| *DISTRICT 1 | \$ 298,700.00 | \$ 125,000.00 | \$ 173,700.00 | |

*1 OR OTHER/NOT BOTH

13-12280

**RESOLUTION TRANSFERRING \$99,724.00 OF FUNDING TO THE KIT CARSON
COUNTY AMBULANCE FUNDS FROM THE COUNTY GENERAL FUND**

Paula presented a resolution to transfer \$99,724.00 from the General Fund to the Ambulance fund and the Board of County Commissioners request the Treasurer to transfer to the proper fund. Motion to approve transfer of funds was made by Gary Koop, seconded by Dave Gwyn, motion carried by unanimous vote of Dave Hornung.

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

RESOLUTION NO. 13-12280

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 6th day of November, 2013, there were present:

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

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

RESOLUTION TRANSFERRING \$99,724.00 OF FUNDING TO THE KIT CARSON COUNTY AMBULANCE FUNDS FROM THE COUNTY GENERAL FUND.

WHEREAS, the 2013 Kit Carson County Budget was adopted and appropriated on December 15, 2012, and;

WHEREAS, this budget included \$99,724.00 of funding to support Ambulance Fund, and;

WHEREAS, the Kit Carson County ^{Ambulance PW} Public Health Agency receives its funds from transfers in from the County General Fund, then;

NOW THEREFORE be it resolved that the Board of County Commissioners of the County of Kit Carson hereby request the Treasurer to transfer \$99,724.00 into the Kit Carson County Ambulance Fund from County General Fund.

DONE THIS 6th day of November, 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: David T H
David Hornung, Chairman

By: Dave Gwyn
Dave Gwyn, Commissioner

By: Gary Koop
Gary Koop, Commissioner

ATTEST:

Della M. Calhoon
Della M. Calhoon, County Clerk



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

I, Della M. 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 6th day of November, 2013. .

Della M. Calhoon
Della M. Calhoon, County Clerk



BIDS – GRADERS

The Board of County Commissioners reviewed the following bids from Wagner and Honnen Equipment. Motion to award bids to Honnen Equipment for Graders for Dist. 1, 2 & 3 was made by

| HONNEN | 772G | TRADE IN ALLOWANCE | COST | X AWARDED | |
|---------------|------------------|---------------------------|---------------|----------------------|------------------------|
| DISTRICT 1 | \$ 254,633.00 | \$ 145,000.00 | \$ 109,633.00 | x | |
| DISTRICT 2 | \$ 254,633.00 | \$ 105,000.00 | \$ 149,633.00 | x | |
| DISTRICT 3 | \$ 254,633.00 | \$ 90,000.00 | \$ 164,633.00 | | |
| | | | \$ 423,899.00 | | |
| HONNEN | 772GP | TRADE IN ALLOWANCE | COST | | |
| DISTRICT 1 | \$ 265,596.00 | \$ 145,000.00 | \$ 120,596.00 | | |
| DISTRICT 2 | \$ 265,596.00 | \$ 105,000.00 | \$ 160,596.00 | | |
| DISTRICT 3 | \$ 265,596.00 | \$ 90,000.00 | \$ 175,596.00 | X | trade off sn 1AL01253 |
| | | | \$ 456,788.00 | | 2002 with 10,655 hours |
| WAGNER | 140M2AWDL | TRADE IN ALLOWANCE | COST | | |
| *DISTRICT 1 | \$ 273,000.00 | \$ 125,000.00 | \$ 148,000.00 | | |
| DISTRICT 2 | \$ 273,000.00 | \$ 115,000.00 | \$ 158,000.00 | | |
| DISTRICT 3 | \$ 273,000.00 | \$ 92,500.00 | \$ 180,500.00 | | |
| DISTRICT 3 | \$ 273,000.00 | \$ 93,000.00 | \$ 180,000.00 | | |
| WAGNER | 160M2AWDL | TRADE IN ALLOWANCE | COST | | |
| *DISTRICT 1 | \$ 298,700.00 | \$ 125,000.00 | \$ 173,700.00 | | |

*1 OR OTHER/NOT BOTH

13-12281

**RESOLUTION TO CORRECT EXPENDITURES THAT WERE PAID OUT OF THE
CONSERVATION TRUST FUND THAT SHOULD HAVE BEEN PAID OUT OF THE
SOLID WASTE FUND**

Paula presented a resolution that will correct \$10,190.59 funds paid out of the Conservation Trust Fund that should have been paid out of the Solid Waste Fund.

Motion to approve resolution that the County Treasurer transfer \$10,190.59 from the Solid Waste Fund to the Conservation Trust Fund to correct error was made by Dave Gwyn, seconded by Gary Koop, motion carried by unanimous vote of Dave Hornung.

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 6th day of November, there were present:

- David L. Hornung..... Chairman
- Dave GwynCommissioner
- Gary Koop..... Commissioner
- Della CalhoonCounty Clerk
- Paula Weeks.....Administrator

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

A RESOLUTION TO CORRECT A EXPENDITURES THAT WERE PAID OUT OF THE CONSERVATION TRUST FUND THAT SHOULD HAVE BEEN PAID OUT OF THE SOLID WASTE FUND

WHEREAS, expenditures of \$10,190.59 were errantly paid out of the Conservation Trust Fund and should have been paid out of the Solid Waste Fund;

NOW THEREFORE, be it resolved by the Board of County Commissioners of Kit Carson County that the County Treasurer transfer \$10,190.59~~00~~ from the Solid Waste Fund to the Conservation Trust Fund to correct this error.

BE IT FURTHER RESOLVED THAT THIS RESOLUTION IS EFFECTIVE IMMEDIATELY THIS 6th day of November, 2013.

DONE THIS 6th day of November, 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: David L. Hornung
David L. Hornung, Chairman

By: Dave Gwyn
Dave Gwyn, Commissioner

By: Gary Koop
Gary Koop, Commissioner

ATTEST:

Della M. Calhoon
Della Calhoon, Deputy County Clerk



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

I, Della Calhoon, Deputy 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 6th day of November 2013.

Della M. Calhoon
Della Calhoon, Deputy County Clerk



INVOICE APPROVAL LIST BY FUND REPORT

13-12281

Date: 10/15/2013

Time: 3:26 pm

Page: 9

Kit Carson County

qqqq

| Fund/Dept/Acct | Vendor Name | Invoice # | Invoice Desc. | Check # | Due Date | Posting Date | Amount |
|-------------------------|-------------|-----------|---------------|---------|----------|--------------|-----------|
| Total Fund Solid Waste: | | | | | | | 10,190.59 |
| Grand Total: | | | | | | | 43,748.45 |

Recap by Fund

| Fund # | Fund Name | Amount To Pay | Amount To Relieve |
|--------------|----------------------|---------------|-------------------|
| 0020 | General Fund | 22,110.71 | 0.00 |
| 0025 | Public Health Agency | 1,121.32 | 0.00 |
| 0040 | Road & Bridge | 9,551.15 | 0.00 |
| 0055 | Ambulance Fund | 774.68 | 0.00 |
| 0100 | Solid Waste | 10,190.59 | 0.00 |
| Grand Total: | | 43,748.45 | 0.00 |

* Pg 4 Bookmobile is ACH - so fam doesn't need to transfer \$4318.75.

ACCOUNT ADM PAYABLE
PAMELA J. MILLS
KIT CARSON COUNTY TREASURER
P.O. BOX 396
BURLINGTON, CO 80807

SCHEDULE

FOR _____
L

CHAIRMAN

Dave Gwyn

Gary Koop
FUND

| | |
|-------------|------------------------|
| 0020 | \$17,791.96 |
| 0025 | 1121.32 |
| 0040 | \$ 9,551.15 |
| 0055 | \$ 774.68 |
| 0090 | \$10,190.59 |
| 0100 | |
| 0560 | |
| 0590 | |
| \$39,429.70 | |

ADM PAYABLE OCT 15, 2013

TRANSACTION DATE 10/16/2013 13:50 AMOUNT \$39,429.7008

| | | |
|---|----------|------------------------|
| 2012 0020,7100 COUNTY GENERAL FUND | WARRANTS | 17,791.96CR (TRANSFER) |
| 2013 0025,7100 KIT CARSON CITY PUBLIC HEALTH AGENCY | WARRANTS | 1,121.32CR (TRANSFER) |
| 2013 0040,7100 ROAD & BRIDGE | WARRANTS | 9,551.15CR (TRANSFER) |
| 2013 0055,7100 AMBULANCE | WARRANTS | 774.68CR (TRANSFER) |
| 2013 0090,7100 CONSERVATION TRUST | WARRANTS | 10,190.59CR (TRANSFER) |

Meeting adjourned.



Dave Hornung, Chairman

11-20-13

Date