

## KIT CARSON COUNTY COMMISSIONERS

MINUTES  
JANUARY 16, 2013

8:00 A.M. MEETING CALLED TO ORDER  
8:05 A.M. DARCY JANSSEN-EMERGENCY MANAGEMENT MOU  
8:30 A.M. MARK KOSTER-AA MEETINGS AT FAIRGROUNDS OFFICE  
9:15 A.M. KINDRA MULCH-PHONE CALL EMPLOYEE MATTERS  
10:00 A.M. KATIE KIRBY-VA FUNDING  
10:30 A.M. REVIEW AND APPROVE ACCOUNTS PAYABLES  
11:00 A.M. ADMINISTRATOR SIDE ITEMS  
11:30 A.M. READ AND APPROVE MINUTES  
12:00 P.M. LUNCH  
1: 00 P.M. TOWN OF FLAGLER-TRANSFER SITE  
4:00 P.M. GREG ETL-TOUR FOR GRANT  
5:00 P.M. MEETING TO ADJOURN WHEN BUSINESS IS COMPLETE

NEW ITEMS:

SIGNATURES:

OLD ITEMS:

FYI:

Meeting called to order by Chairman Dave Hornung. Those present were Dave Gwyn, Dave Hornung, Gary Koop, and Crystal Richards.

### 22009

#### DARCY JANSSEN-RADIO CHARGING STATION

Darcy Janssen Emergency Management coordinator indicated that Homeland Security granted ten 800 megahertz radios to Emergency Management valuing \$3500.00 each, \$35,000.00 in total. Darcy suggested that the radios be distributed to each Road and Bridge Forman, as well as to County Administrator Paula Weeks. She asked that the remaining six radios be kept in a secure location to be distributed during emergency situation, such as grass fires and search and rescue operations. Shawn Franz has been designated to provide preliminary training for use of the radios with refresher trainings annually. Dave Hornung requested that each Commissioner and other Road and Bridge staff, as designated, be trained to use the radios in addition to each Road and Bridge Forman.

Darcy informed them that the radio channels will be preset and can be controlled by the communications center.

Darcy asked the Board of County Commissioners to consider the purchase of two large radio charging stations. Each charging station can house six radios. She indicated that each radio comes with an individual charging station, but that in an emergency situation, centralized charging may be required. The cost per charging station is \$700.00. The total for two stations and shipping will be approximately \$1500.00.

Motion to approve the purchase of two large six radio charging stations with e911 funds made by Dave Gwyn, seconded by Gary Koop, motion carried by unanimous vote of Dave Hornung.

## **22010**

### **DARCY JANSSEN-EMERGENCY MANAGEMENT MOU**

Darcy reviewed that she had spoken with County Sheriff Tom Ridnour regarding the Communication MOU with Cheyenne County. She relayed that, at this time, Sheriff Ridnour is not comfortable signing the MOU until the Cheyenne County Sheriff is in full support of it. Communication has been difficult with Cheyenne County Sheriff. Darcy would like to draw up a general MOU indicating that in case of an event that each county will support the other. Darcy will meet with Cheyenne County Commissioners and Kit Carson County Attorney Wade Gateley to proceed with the general MOU.

## **22011**

### **MARK KOSTER-REQUESTING AA MEETINGS AT FAIRGROUNDS OFFICE**

Mark Edgerding stated that Mark Koster was not able to attend the meeting with the Board of County Commissioners requesting permission to use the fairgrounds office building for biweekly AA meetings. The group currently meets on Mondays and Thursdays at First-Step Recovery. After conferring with Mick Livingston 4H extension agent, the Commissioners agreed to allow conditional use of the building. The building would be available on Wednesday, Thursday, and Friday evenings and would be unavailable for approximately one month around the time of the county fair. The building key would need to be picked up and dropped off after each use. All of the group's materials and supplies would need to be stored in a closed container no bigger than a 2 drawer filing cabinet. The group would be responsible for turning the heat down, clean up, and trash removal after each use. Mark asked if he could tour the building. He said he would present the information to the other members of the AA group and let the commissioners know of their decision.

## **22012**

### **DAVE GWYN-REVIEW FAIR BOARD MEETING**

Dave Gwyn had attended the Fair Board meeting and reported that the Fair Board and the County Events Board would prefer to keep County Events Day on Thursday, and would like to pursue possibly having a Ranch Rodeo on Saturday.

The 4H council compiled a list of some maintenance related requests and issues. The list was given to Dave Webber.

## **22013**

### **KINDRA MULCH-PHONE CALL CONCERNING AN EMPLOYEE MATTER**

Kindra Mulch called in to notify the board of county commissioners that Peggy Weibel has put in her resignation for Health and Human Services. Her last day will be January 31<sup>st</sup> 2013. Kendra would like to advertise for a generic position incase Peggy's position is filled from

within. Peggy will remain a county employee. She has been hired to fill the data collector position in the County Assessor's office. Peggy is willing to assist with training the person who fills her position.

## **22014**

### **KATIE KIRBY-VICTIMS ASSISTANCE FUNDING**

Katie Kirby and Tom Ridnour met with the Board of County Commissioners to discuss options for additional victims assistance funding.

Katie described that some of her job requirements include crisis intervention, working with law enforcement to keep information confidential, returning of victim's property, follow up support, working with children, providing transportation. She informs her clients of community services and assists with job and medical related issues caused by the incident. She is also required to keep law enforcement informed of all the services provided and changes taking place. She passed out a job description to each commissioner.

In order to meet some of her statutory requirements Katie distributes crime packets to each victim ranging in cost from \$3.50 to \$6.50 each. Last year her office supply fund was depleted by August. Katie explained that Tom Ridnour generously covered the remaining supplies out of his Sheriff's budget.

She mentioned that though she does receive grant funding, some items such as health insurance, radios or software are not covered. She could greatly benefit from a software program called Crimestar, but has no funding for it at this time.

Katie expressed that at a recent Vale Quarterly meeting the Victims Services Directors were encouraged to diversify their funding. It was stated that some grant funds may be eliminated. The directors were encouraged to reach out to local law enforcement agencies to supplement grant and county funding. The Yuma County Director of Victims Services had done this last year with some success. Katie and Tom would like the Commissioners to give them permission to contact the Burlington Police Department for this reason. Katie reviewed that as of December 17<sup>th</sup>, 2012 reports indicate that 70% her services were for the Burlington Police department. She believed that because she works with the Burlington Police Department more than with the County it seems reasonable to approach them for funding. She also explained that if her position did not exist, law enforcement would still be required to meet the statutory requirements.

Dave Gwyn suggested that since the Burlington Police Department has 70% of the call volume that they contribute to the victims services program.

The commissioners suggested that Tom and Katie plan to meet with Barry Romans Burlington Chief of Police, as well as the Burlington City Council to discuss funding options.

## **22015**

### **TOM RIDNOUR-TOWER LIGHT CONTROLS**

Tom Ridnour updated the Board of County Commissioners on the tower light controls. He reviewed that the tower is already setup for the notification system and no additional contract is required. He also stated

that the FAA requires that some kind of notification system be in place. Gary Koop motioned to purchase a notification system in the amount of \$2218.00, seconded by Dave Gwyn, motion carried by unanimous vote of Dave Hornung.

## **22016**

### **PAM MILL-TREASURER'S END OF THE YEAR REPORT**

Commissioners asked Pam to clarify the difference in the last deposit of the year and the end of year report. Pam indicated that prepaid amounts could contribute to the difference. Moneys were deposited during 2012 and applied to the books for 2013. Pam said she would confirm the theory and get back with the commissioners.

## **22017**

### **ACCOUNTS PAYABLE**

The Board of County Commissioners reviewed expenditures for all funds. Motion to approve was made by Dave Gwyn, seconded by Gary Koop. Motion carried with unanimous vote by Dave Hornung.

## **22018**

### **DELLA CALHOON-READ AND APPROVE MINUTES**

Della presented corrected minutes and Reorganization for January 8, 2012. Motion to approve made by Gary Koop, seconded Dave Gwyn. Motion carried with unanimous vote by Dave Hornung.

## **22019**

### **TOWN OF FLAGLER-TRANSFER SITE**

Doris King, Ivan Stahlecker, Charles Crisp, Justin Crisp, Tom Bredehloft, and Dave Edwards met with the Board of County Commissioners regarding closure of the Flagler transfer site. Tom Bredehloft asked that the County Commissioners reconsider closing this site stating that there would be an adverse effect on their clean community if trash disposal was unavailable. He has heard comments that items may be dumped in inappropriate places if the site is closed. Doris King, Flagler Town Clerk, stated that Green Horizons voiced objections to her due to the large amount of tree limbs and grass items they need to haul off. Tom suggested the site be open two days a week rather than the three it is now. Dave Hornung suggested the County reduce the amount of the fuel subsidy paid to the Town of Flagler, in the amount of \$1000.00 per month as an option to closing the Flagler transfer site.

Tom indicated that he has been approached by several town people asking to keep the transfer site open and therefore he is very interested in doing whatever it takes to do so. Justin Crisp asked if the commissioners were planning to hold a public meeting to discuss options. Randy Gorton suggested that the county be in charge of the fenced-in area, and the town be in charge of the surrounding area. Commissioners would like to setup a meeting time to discuss this further. Next Flagler Town meeting is Monday February 11, 2013.

Randy handed out a sheet showing the cost for the 3 transfer sites. The costs for the transfer sites show a deficit of \$30,437.56.

Stratton has not approached the Board of County Commissioners with any objections to the transfer site closure. If the Stratton site were to stay of open, Randy suggested that a fence be put up to control the unauthorized dumping. He suggested that the Town of Stratton be responsible for limbs and bulk amounts of grass. Dave Hornung proposed they have a public meeting in Stratton to discuss options for the transfer site. Randy will check around for pricing of a 300' X 300' fence for around the dump site. The Board of County Commissioners will proceed with a meeting in Flagler and then move on to Stratton.

## **22020**

### **GREG ETL-TOUR FOR GRANT**

Greg gave the Board of County Commissioners a directory on services that are provided by DOLA.

Greg Etl met with the Board of County Commissioners to discuss the grant application for a new ambulance building. He indicated that this grant is a Tier 2 grant because it is over \$200,000.00. Each application is in a statewide pool, and grants are not awarded by region. There can be several projects awarded funding within one county. There are three criteria that are considered when awarding grant money: Oil and gas activity, ability for the county to match/contribute money, and the county's readiness to begin the project. Greg indicated they would like the project done in a year.

Pro/Con meetings will be February 19<sup>th</sup> -21<sup>st</sup> 2013. Grant hearings will be March 19<sup>th</sup>- 22<sup>nd</sup>. The exact date and location are yet to be determined. The county should receive an award letter two weeks after the hearing. The county will then need to contact Greg to sign contract within 90 days.

Greg indicated that the County would be eligible for reimbursement for items purchased after contract has been signed. Also the County should have a quarterly draw on the books, and projection of what next quarter will be.

Greg expressed that the follow items on the grant application need revisions:

- Description of the project needs to include square footage.
- Indicate that the lease purchases have been paid off in 2012.
- Description of in-kind donations. Include that the Road and Bridge will provide dirt work and that City of Burlington will wave sewer and water tap fees.
- Road and Bridge employees will need to have separate time sheets for the project hours.
- Include equipment hourly rate and log all hours of use.
- Supervisors' time is not reimbursable.
- Include description of all needed appliances and furniture.
- Indicate what type of building this is: Pre-engineered steel building with a concrete parking lot.
- Indicate how much concrete need for building and how much needed for parking lot.
- Include contingency plans if only awarded partial funding. For example a gravel parking lot instead of concrete.

- Disclose all other funding for this project, including:
- Who application is made to?
- When decision will be made?
- When funds will be received?
- Darcy indicated that they had applied to a private trust, and are looking into Rural Development and EMPG funding.
- Designate how this additional funding will be used. Will it be used as county matching money?
- More county matching funds equates to higher chance of receiving grant.
- Any funding after the fact must be tracked. This will reduce county and grant obligation.
- Ambulance call volume has increased, need a 5 year history.
- Indicate if this project has been used in capital improvement plan. Has been County strategic plan as well.
- Paula let him know where it is ranked within the plan.
- Indicate when the county raised the base rate of per call? What is the rate? When was it raised?
- Contact local oil and gas companies to ask for grant money. Send request in writing.
- Indicate if the project will be completed in 180 days or less?
- If the 10% overage is included in the total project cost, its needs to be broken down.
- Does County believe that 10% overage is enough?
- All overages are the county responsibility.
- How many employees are in oil and gas industries and how many permits and production? cogcc file.
- Updated leases 2009-2011 or 5 year average
- The description of problems with past pipeline employees needs fact based specifics detailing what happened.
- Indicate what will happen to the old building?
- If selling the building, how much will it be sold for and when?
  - Selling can reduce the awarded grant amount.
- Explain the reasons for the new building.
- Ambulances can not fit in the old building.
- New building would allow for all equipment to be put inside.
- As well as the toxic trailer and body cooler.
- Provide a map of where the building site is located within City of Burlington.
- Provide the date the building site/land was purchased.
- Purchase of land will not become part of the contract because it was purchased prior to grant being granted.
- Purchase cannot be included in the county match amount because it was purchased prior to the grant being awarded.
- Add body cooler to schematics.

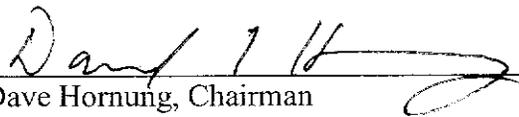
Greg will come back after pro-con meeting to prep for the hearing. He suggested that Ted Foth, Paula Weeks, Darcy Jensen, Dave Hornung plan to attend the hearing. He encouraged that the county attempt to get as much local funding as possible.

**22021**

**COUNTY HEALTH POOL BOARD**

Dave Gwyn stated that he will continue to serve on the County Health Pool Board.

Meeting adjourned.

  
\_\_\_\_\_  
Dave Hornung, Chairman

1-30-13  
Date