

KIT CARSON COUNTY COMMISSIONERS

**MINUTES
AUGUST 6, 2014**

8:00 A.M. WORK SESSION

- Payables
- Minutes
- Side Items

**10:30 A.M. COMMISSIONER MEETING TO CONVENE: REVIEW & APPROVE
CONSENT AGENDA ITEMS**

11:00 A.M. DOUG SATTERLY – PERSONNEL CONTRACTS AND UPDATES

11:30 A.M. JIMMIE JONES – PAST DUE JAIL FEES

12:00 P.M. LUNCH

1:00 P.M. JEFF CURE – CONTRACT

5:00 P.M. MEETING TO ADJOURN WHEN BUSINESS IS COMPLETE

CONSENT AGENDA ITEMS:

- Accounts Payables
- Minutes

NEW ITEMS:

- Gary Moore Amusement carnival contract for 2015

SIGNATURES:

- Employer's Unity – amended agreement for 2015
Report from conference call last week
- Veteran Condolence letter – Lawrence Gramm
- June Financials

OLD ITEMS:

- Carousel Roof bids – none came in – next step?

EMPLOYEE ITEMS:

- New Hire – Ambulance wage sheet Melody Knudson
- Wage Sheet – Admin office trial period Jana Carlin

FYI:

- Gallagher health insurance – meeting Thursday at 2 pm in Board room
- Friday – CCI meeting in Akron – Dennis Kaan wants to speak to all GPA members at the end on the meeting with CCI
- All 3 commissioners are registered for the EOC 775 class on August 11 & 12
- Sound system at fairgrounds – locks on it
 - GOCO money – fall application due August 25
 - Spring application due March 1st contract awarded June
- Several spots of concrete are trip hazards on the fair grounds that need fixed. Cement grinder to grind off lips?

Meeting called to order by Chairman Gary Koop at 10:30 A.M. Those present were Gary Koop, Dave Hornung, Dave Gwyn, Paula Weeks and Della Calhoon.

CONSENT AGENDA

The Board of County Commissioners reviewed the consent agenda for Accounts Payables, Accounts Payables for County Clerk's Office and Minutes for July 30, 2014.

Della presented the following list of warrants that were reviewed by the Board of County Commissioners for the month of July 2014 for the County Clerk's office:

Colo. Dept. of Revenue (MV Remittance/License Fees)	\$87,186.88
Colo. Dept. of Revenue (State & Flagler Sales Tax)	\$25,450.95

City of Burlington Sales Tax	\$6,271.04
Town of Seibert Sales Tax	\$32.87
Town of Stratton Sales Tax	\$4.83
State Treasurer (Driver's License)	\$1,624.40
Colorado Department of Health Marriage License	\$18.00
State Treasurer (Domestic Abuse) Marriage License	\$120.00
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	\$120,708.97

Motion to approve consent agenda for Accounts Payables, County Clerk Accounts Payables and Minutes for July 30, 2014 was made by Dave Hornung, seconded by Dave Gwyn, motion carried by unanimous vote of Gary Koop.

CONTRACT AMENDMENT - EMPLOYERS UNITY, LLC

The Board of County Commissioners reviewed the Amendment to Agreement who will assist with the county unemployment cases. We will give immediate notice of any separation.

Motion to approve and sign Amended Agreement was made by Dave Hornung, seconded by Dave Gwyn, motion carried by unanimous vote of Gary Koop.

MONTHLY REPORTS

The Board of County Commissioners reviewed the following monthly reports:
 County Clerk for the month of July 2014
 CAPP & CWCP monthly reports for July 2014
 Treasurer for the month of July 2014

LETTER OF CONDOLENCE

The Board of County Commissioners sent a letter of condolence to the Lawrence Gramm family thanking him for his years of service in United State Military.

ORANGE SHEETS

Paula presented a request to move Jana Carlin from the trial period and step and grade was increase from \$12.99 for annual wage of \$27015.40 to \$13.39 to an annual wage of \$27,825.82 a new grade of 18 Step 2.

Ted presented a request for a new hire Melody Knudson for the EMT as a part time person for the Ambulance Service.

Tom presented a request to move Carlton Britton from the trial period and step and grade increase from \$13.65 for annual wage of \$28,384.39 to \$14.06 to an annual wage of \$29,234.55.

Motion to approve the above increases and new hires was made by Dave Hornung, seconded by Dave Gwyn, motion carried by unanimous vote of Gary Koop.

The Board of County Commissioners recessed to convene as the Board of Health and Human Services.

SHERRY WEISSHAAR RESIGNATION

Doug Satterly met with the Board and asked to advertise for Sherry Weisshaar position. Doug also reviewed that they had offered the nursing position to Andrea Jenkins at \$20.00 per hour.

DAWN JAMES – CONTRACT FOR EMERGENCY PREPAREDNESS AND RESPONSE CONSULTANT

Doug presented a Letter of Agreement between Dawn James and Kit Carson County. Dawn James will be reimbursed \$8,000.00 per year for consultant work. Motion to enter into agreement was made by Dave Hornung, seconded by Dave Gwyn, motion carried by unanimous vote of Gary Koop.

PURCHASE ORDER

Portable Dental chair and the State has \$5,000.00 set aside that will go to the schools. Need to order and receive before the end of August, 2014. Also need to purchase a sealant Curing light \$928.00. The Board of County Commissioners stated that this would need to be fully funded by the State. Doug will work with the State to see if funding would be available for the full amount. Looking at Peak Vista Hygienist out of Limon to supervise the program and Vickie Koch will provide the service. Motion to approve the chair and the curing light so long as the State provide 100% of cost was made by Dave Hornung, seconded by Dave Gwyn, motion carried by unanimous vote of Gary Koop.

BID FOR CAROUSEL ROOF

Paula stated that she did receive one bid from MHC Contracting in the amount of \$12,900.00. Jo Downey stated that this company came to the county to do repairs and setup in the Town of Flagler. Jo had discussed with Paula Weeks that she would like to see repairs made on the plumbing for the alarm system before the roof is repaired. The pipes have leaks and need to be replaced.

Motion to deny bid for roof was made by Dave Hornung, seconded by Dave Gwyn, motion carried by unanimous vote of Gary Koop.

NOTICE OF FORFEITURE – TAX EMPTIONS ON PROPERTIES

The Board of County Commissioners reviewed two letters of exempt tax properties that had forfeited their exemptions due to failure to file annual tax exemption reports. Letters were for the Flagler American Legion Post 181 and Burlington Columbian Home Association (aka Burlington Knights of Columbus).

14-051

RESOLUTION TO TRANSFER FUNDS

The Board of County Commissioners reviewed a resolution to transfer \$144,855.00 of funding to the Kit Carson County Ambulance Service from the General Fund.

Motion to approve resolution to transfer funds from the General fund to the Ambulance fund was made by Dave Gwyn, seconded by Dave Hornung, motion carried by unanimous vote of Gary Koop.

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

RESOLUTION NO. 14-051

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 August, 2014, there were present:

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

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

RESOLUTION TRANSFERRING \$144,855.00 OF FUNDING TO THE KIT CARSON COUNTY AMBULANCE FUNDS FROM THE COUNTY GENERAL FUND.

WHEREAS, the 2014 Kit Carson County Budget was adopted and appropriated on December 15, 2013, and;

WHEREAS, this budget included \$144,855.00 of funding to support Ambulance Fund, and;

WHEREAS, the Kit Carson County Ambulance Service 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 \$144,855.00 into the Kit Carson County Ambulance Fund, 0055.0800 from County General Fund 0020.0800.

DONE THIS 6th day of August, 2014 at Burlington, Colorado.

Motion made by Dave Gwyn, seconded by Dave Hornung.

motion carried by unanimous vote of Gary Koop.

Board of County Commissioners

By: *Gary Koop*
Gary Koop, Chairman

By: *Dave Gwyn*
Dave Gwyn, Commissioner

By: *David Hornung*
David Hornung, 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 August, 2014.

Della M. Calhoon
Della M. Calhoon, County Clerk



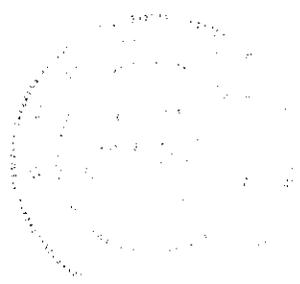
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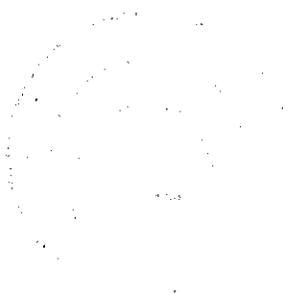
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JEFF CURE – CARNIVAL CONTRACT WITH GARRY MOORE AMUSEMENTS

Jeff met with the Board of County Commissioners and discussion was held in regards to the contract. Jeff made some suggestions and will provide the Board with an amended contract.

Jeff would like to meet once a week to review items that need to be reviewed.

Jeff reviewed that he has and will provide a Right-of-Way easement for Doug Klann and 21st Century Implement Company.

Jeff reviewed the Torrens Statute and will take a petition to the District Court and Della has a Torrens that needs to be addressed.

Jeff has been in contact with HHS attorney but has not been able to contact the DA in regards to the contempt of court.

Discussion was held in regards to the case against Mark Weber for the case concerning the Burlington Volunteer Fire Department and blowing dirt. Judge Grinnan gave an acquittal to Mark Weber and the Burlington Volunteer Fire Department.

IGA'S – BURLINGTON – LIBERTY – ARRIBA/FLAGLER SCHOOL DISTRICTS

Della presented IGA's to the Board of County Commissioners to sign for Burlington School District, Liberty School District and Arriba/Flagler School Districts who will be having questions on the November, 2014 ballot.

Motion to approve and sign the IGA's was made by Dave Hornung, seconded by Dave Gwyn, motion carried by unanimous vote of Gary Koop.

DAVE WEBER – TIME SHEET

Discussion was held in regards to when Dave Weber and R&B staff worked and when they left the week of fair. The Board of County Commissioners reviewed the time sheets and Dave explained that the schedule for staff was until midnight so this is why it was put on the time sheets. Discussion was held in regards to how long employees worked on Wednesday and the schedule showed midnight and this is what they put down. The sale was over at 10:30 P.M. The Board of County Commissioners stated that this is overtime and need to have the time they leave the job. The staff stayed late on Saturday night to clean the Grandstands. Gary stated that with all three Road and Bridge departments the grounds were cleaned by 10:30 A.M. Dave Weber stated that on Monday he feed the men and they left around 1:30 P.M.

Discussion was held in regards to if Dave Weber would be an exempt employee or if he was an exempt employee there would be no overtime. As an exempt employee you would be able to take time off for any hours over 40 hours. Dave will review his time sheet.

JR MEURER – APPRAISAL FOR CCA FACILITY

The Board of County Commissioners reviewed the need to have an appraisal for the Kit Carson Correction Facility. Motion to have Abbey Mullis get a contract with JR Meurer to do an appraisal was made by Dave Hornung, seconded by Dave Gwyn, motion carried by unanimous vote of Gary Koop.

KIT CARSON COUNTY FAIR & RODEO 2014

The Board of County Commissioners reviewed expenditures and income for the 2014 Fair. Total sales were \$29,685.00 and the county remitted to the City of Burlington \$1,522.05 and Burlington Chamber of Commerce \$7,958.15

Meeting adjourned.



Gary Koop, Chairman

8-20-14

Date