

KIT CARSON COUNTY COMMISSIONERS

MINUTES DECEMBER 10, 2014

- 8:00 A.M. Pre-Department Head Meeting
8:30 A.M. Department Head Meeting
10:00 A.M. WORK SESSION – INCLUDING CONSENT AGENDA ITEMS
- Consent Agenda Items
- Accounts Payable
 - Minutes
 - Schedule of bills from last week – including approval for landfill expenses-repair transmission \$1,700.00 to \$1,800.00
 - 98 Ford – repair slave cylinder, clutch plate and clutch
- 11:00 A.M. JEFF CURE – COUNTY ATTORNEY
12:00 P.M. LUNCH
1:00 P.M. TERRY KOEHN – WAGNER BID PRESENTATION
2:00 P.M. DOUG ANDERSON – 21ST Century – to discuss tractor leases
2:30 P.M. BREANNA LIGHTLE – STRYKER EQUIPMENT
2:00 P.M. FINAL BUDGET WORK SESSION FOR BOARD
5:00 P.M. MEETING TO ADJOURN WHEN BUSINESS IS COMPLETE

CONSENT AGENDA:

- Accounts Payable
- Minutes
- Schedule of bills from last week-including approval for Landfill expenses – repair transmission \$1,700.00 to \$1,800.00

NEW ITEMS:

- Treasurer's November Report
- Clerk's November Report
- Bid for Go Daddy, KCC website – 3 years
- Prairie Development Corp. (2 Year Term) is this ok to extend for 2 years Ed Rarick, & Rol Hudler
- Extension of vacation/OT for Sheriff's deputies due to staff shortage

SIGNATURES:

OLD ITEMS:

- a) Review draft budget
 - DA budget decision
 - Bookmobile
- b) Review Step and Grade
- c) Review CCI conference topics
 - Policy regarding post-employment references
 - Including exit interview requirements
- d) Work session, Open Records, Sunshine Law
- e) Road Energy Impact Grant
 - Ideas from DOLA director

EMPLOYEE ITEMS:

Soraya Frank – employment contract has not been received – asked Kindra for it

FYI:

Pierson Pit update
Division of Mining letters on Lundvall and Bohnen pits

DEPARTMENT HEAD MEETING

Meeting was hosted by Tom Ridnour and Paula Weeks. Those present were Tom Ridnour, Pam Mills, Breanna Lightle, Doug Satterly, Dave Weber, Dave Litteral, Della Calhoon, Mick Livingston, Paula Weeks, Dave Gwyn, Dave Hornung, and Gary Koop.

Tom reviewed that he is looking forward to the New Year. They conducted a drug bust and confiscated a large amount of meth last week. Tom is short one road officer and will be advertising but are currently full in other areas.

Pam reviewed that the office is working on year end items. Pam is working on a mail log for her office.

Breanna reviewed that they are looking at a new charting system that would save county funding. They also met the Medical Director and learned what is expected of them. The Director will try to come down once every couple of months. If he cannot make it he will send down staff members to assist with training.

Doug Satterly reviewed that next year the immunizations will increase due to the cost of the vaccines. Jason has hung the Christmas lights and the facility looks very nice.

Dave Weber reviewed that not much is going on at this time.

Dave Litteral reviewed that he had attended a meeting in Ft. Collins for Emergency Managers and the contract will contain the Scope of Work that will be required. He will be meeting with Dawn James to work on a three year plan. Dave also reviewed that he had applied for a grant for radio's and charger that would hold multiple radios. Also had in the grant a siren for the Town of Vona but need to talk with someone to see if this was dropped out of the grant. Dave also reviewed that he had been contacted by LOVE'S in regards to records for any hazardous regulations. Paula reviewed that this request could be considered a CORA request so to please reply and keep the reply.

Della reviewed that they are finishing up the 2014 General Election. The vault has been busy with land men getting records for easements.

Mick Livingston reviewed that the last counter has been installed. The staff are enjoying the new office and they have seen an increase in people coming in. Molly will be leaving in a couple of weeks and Mick will now be the office coordinator.

Paula reviewed that she is working on finalizing the 2015 budget. Working on getting all the Mill Levies entered as they come in but have up through December 15, 2014 to submit them. The new auditors are here this week and will be meeting with the different departments.

Dave Gwyn reviewed that District #2 crew are taking advantage of the good weather and hauling gravel to the roads. Dave attended the 2014 CCI Winter Conference.

Dave Hornung attended the CCI Winter Conference and attended interesting meetings. Working on finalizing the 2015 budget. District #3 are working with the Town of Vona to push broken cement from the old school to help with erosion by the sewer ponds along the creek bed. Dave also thanked Dave Gwyn and Della Calhoon for their years of service.

Gary Koop reviewed that he had also attend the Winter Conference. He stated that they had an inspector at one of the gravel pits who found a few items that need to be addressed. Gary was not sure if they would receive a fine. Paula reviewed that there may have \$100.00 fine.

Dave Hornung reviewed that they had not heard from the Wind Farm that was to be going in northeast of Burlington. Della reviewed she had talked to Kelly Alvarez and was told that they would be at the January 2015 Planning Board meeting. Dave also reviewed that there is a third pipeline alongside the other two oil pipelines.

Next meeting will be held Tuesday January 13, 2015. Newly elected officials will be given their Oath of office at 8:00 A.M. and then go to the Ambulance meeting room for a meet and greet for newly elected officials and outgoing elected officials.

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

CONSENT AGEND

The Board of County Commissioners reviewed the following items: Accounts Payables, Landfill expenditure, Minutes for Nov. 26, 2014. The Board of County Commissioners also reviewed the purchase for a camera for a 4GV Trail Camera in the amount of \$549.99 for the Sheriff Department.

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

Colo. Dept. of Revenue (MV Remittance/License Fees)	\$50,954.52
Colo. Dept. of Revenue (State & Flagler Sales Tax)	\$13,403.08
City of Burlington Sales Tax	\$4,745.10
Town of Seibert Sales Tax	\$145.73
Town of Stratton Sales Tax	\$0.00
State Treasurer (Driver’s License)	\$1,186.40
Colorado Department of Health Marriage License	\$60.00
State Treasurer (Domestic Abuse) Marriage License	\$9.00
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	\$70,503.83

Motion to approve last week expenditures and Minutes for Nov. 26, 2014 was made by Dave Hornung, seconded by Dave Gwyn, motion carried by unanimous vote of Gary Koop.

LETTER – JOHNNY OLSON (APPOINT AS REGION 4 TRANSPORTATION DIRECTOR)

The Board of County Commissioners reviewed a letter to appoint Johnny Olson to serve as the Region 4 Transportation director, for the Colorado Department of Transportation.

Motion to approve letter to Gov. Hickenlooper to appoint Johnny Olson to serve as the Region 4 Transportation director was made by Dave Gwyn, seconded by Dave Hornung, motion carried by unanimous vote of Gary Koop.

PROXY VOTE

The Board of County Commissioners reviewed a proxy form allowing Kindra Mulch to represent Kit Carson County Commissioners for Human Services at the CCI steering meetings. Motion to appoint Kindra Mulch Social Services Director for Human Services proxy was made by Dave Hornung, seconded by Dave Gwyn, motion carried by unanimous vote of Gary Koop.

PURCHASE ORDER

The Board of County Commissioners reviewed a quote from Go Daddy for the Website Builder for Kit Carson County for a three year plan in the amount of \$539.64. Motion to

approve the Go Daddy website renewal in the amount of \$539.64 was made by Dave Hornung, seconded by Dave Gwyn, motion carried by unanimous vote of Gary Koop.

TOM RIDNOUR – OVERTIME AND VACATION EXTENSION

Tom reviewed that with shortage of staff and employees needing to cover service would like the Board of County Commissioners to consider allowing overtime and vacation to be carried to the month of January 2015.

Motion to approve extension of time to carry over to January 2015 was made by Dave Hornung, seconded by Dave Gwyn, motion carried by unanimous vote of Gary Koop.

JEFF CURE – COUNTY ATTORNEY

Jeff met with the Board of County Commissioners and reviewed that he had met with Michael Grinnan in regards to an agreement between City of Burlington and Kit Carson County. Discussion was held in regards to Planning Board and possible changes to the Land Use rules and regulations. Jeff stated that he would like to work with Patty Witzel and Kelly Alvarez to review the draft of the revised Planning Use document.

MONTHLY REPORTS

The Board of County Commissioners reviewed the following monthly reports:
County Clerk for the month of November, 2014
County Treasurer for the month of November 2014
CAPP/CWCP monthly report for the month of November 2014

TIMOTHY MAYBERRY CPA - AUDITOR

Tim met with the Board of County Commissioners and reviewed that they needed Resolutions only when transferring money from one fund to another fund. To correct an error and to clean up accounting mistake and fixing something that was done incorrectly to begin with does not need to be done by formal resolution. To find where money needs to be transferred from one fund to another fund which may be short of funds would then need to do formal resolution to transfer funds.

Paula presented a form that would show when a correction was made due to an incorrect code.

TERRY KOEHN – WAGNER BID PRESENTATION

Terry with Wagner Equipment met with the Board of County Commissioners and presented bids for motor graders for Road and Bridge departments. Terry presented information to each of the Board of County Commissioners. Discussion was held in regards to the cross slope system to help determine the slope on the roads. If roads are getting flat the operator would look at the monitor and this will assist operator to get the correct slope of the road.

Districts 2 & 3 will have a trade in toward a new machine. Would also have 3 year monitoring on the machines. After the three years would run around \$30.00 to \$40.00 per month for monitoring.

Terry stated that he did not have a quote for any tractors to rent but they do a lease of equipment with a possible option to purchase. For the size of tractor they would like would be \$35.00 per hour.

Terry presented a used backhoe to Dave Gwyn to consider this 2007 machine with 2564 hours for a price of \$56,000.00.

Steve called to verify that each grader stands alone and not all three together.

2015 Motor Grader Bids		12/10/2014				
HONNEN	772GP	Equipment Traded	TRADE IN ALLOW	HONNEN COST	WAGNER COST	Difference
DISTRICT 1	\$245,684.00	CAT 140M-sn b9d01249 2008 with 7506 hrs	\$125,000.00	\$120,684.00	\$138,500.00	\$(17,816.00)
DISTRICT 2	\$245,684.00	CAT 143H -sn APN00409 2004 w/8424 hrs.	\$85,000.00	\$160,684.00		
DISTRICT 3	\$245,684.00	CAT 143H -sn 1AL01255 2002 w/11,440 hrs.	\$75,000.00	\$170,684.00		

WAGNER	140M3AWDL	Equipment Traded	TRADE IN ALLOW	Wagner Cost	Honnen Cost	difference
DISTRICT 1	\$264,500.00	CAT 140M-sn b9d01249 2008 with 7506 hrs	\$126,000.00	\$138,500.00	\$120,684.00	\$17,816.00
DISTRICT 2	\$264,500.00	CAT 143H -sn APN00409 2004 w/8424 hrs.	\$103,250.00	\$161,250.00	\$160,684.00	\$566.00
DISTRICT 3	\$264,500.00	CAT 143H -sn 1AL01255 2002 w/11,440 hrs.	\$84,000.00	\$180,500.00	\$170,684.00	\$9,816.00

Highlighted are selected for purchase

Motion to approve Dist #1 JD GP772 motor grader and 140M Dist 2 & 3 Cat motor graders was made by Dave Hornung, seconded by Dave Gwyn, motion carried by unanimous vote of Gary Koop.

DOUG ANDERSON – 21ST CENTURY

Doug presented quotes for tractors that could be used during the summer months. 3 tractors per district cost would be \$8104.35 yearly pmt per tractor for up to 300 hours. Doug will get more information for a possible 5 year lease.

BREANNA LIGHTLE – KIT CARSON COUNTY AMBULANCE SERVICE

Breanna met with the Board of County Commissioners and presented a waiver for staff who want husband and wife to work together.

Breanna asked if the Board of County Commissioners had ever approved or declined on the power lift. Board of County Commissioners said to wait until we have a new ambulance.

Motion to approve the waiver form was made by Dave Gwyn, seconded by Dave Hornung, motion carried by unanimous vote of Gary Koop.

Breanna is looking for a new charting software and is waiting to hear from Michelle to make sure that she can download images. Breanna stated that there are other agencies that can assist with collections and billing. There would be a billing module that would need to be purchased for around \$500.00.

PICKUPS BIDS

The Board of County Commissioners reviewed bids for pickups from the following dealers.

2015 Vehicle Bids

DEALER	VEHICLE	PRICE		
Burlington Ford	2015 - F 250 4x4	\$ 26,412.92		
Burlington Ford	2015 - F 150 4x4	\$ 24,553.28		
Vince's GM	2015 1/2 ton 4x4, 5.3L	\$ 24,619.81	District 1	1
Vince's GM	2015 3/4 ton 4x4, V8	\$ 27,154.20	district 2	2
Vince's GM	2015 1/2 ton 4x4, 4.3L	\$ 23,656.21	District 3	1

Motion to go with Vince's GM Center was made by Dave Hornung, seconded by Dave Gwyn, motion carried by unanimous vote of Gary Koop.

TOM RIDNOUR – SHERIFF

Tom met with the Board of County Commissioners and presented a cage for one of the pickups and would like to order one. It takes around six weeks to be made, and cost would be around \$1420.00 installed. Motion to approve was made by Dave Hornung, seconded by Dave Gwyn, motion carried by unanimous vote of Gary Koop.

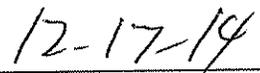
BOOKMOBILE

Janice Salmans had contacted Dave Hornung and asked if they would approve an increase to their budget from \$17,200.00 to \$20,000.00 thousand in the bookmobile budget. Motion to approve increase was made by Dave Hornung, seconded by Dave Gwyn, motion carried by unanimous vote of Gary Koop.

Meeting adjourned.



Gary Koop, Chairman



Date