

**KIT CARSON COUNTY COMMISSIONERS**

**MINUTES  
MARCH 4, 2015**

- 8:00 AM**            **WORK SESSION – INCLUDING CONSENT AGENDA ITEMS**
  - Payroll
  - Accounts Payable
  - Minutes – February 25, 2015
- 10:30 AM**        **COMMISSIONER MEETING TO CONVENE; REVIEW & APPROVE CONSENT AGENDA ITEMS**
- 11:00 AM**        **JEFF CURE – COUNTY ATTORNEY WEEKLY MEETING**
- 12:00 PM**        **LUNCH**
- 1:00 PM**         **TOM RIDNOUR – MOTOROLA CONTRACT RENEWAL**
- 1:30 PM**         **BREANNA LIGHTLE – EMS PURCHASE ORDERS**
- 2:00 PM**         **DELLA CALHOON – EMERGENCY MANAGER – IGA’s**
- 5:00 PM**         **MEETING TO ADJOURN WHEN BUSINESS IS COMPLETE**

**CONSENT AGENDA:**

- Accounts Payable
- Minutes – February 25, 2015

**NEW ITEMS:**

- After Prom gift request – Burlington High School
- January Financials

**SIGNATURES:**

- Kinnon Entertainment Contract
- Resolution 15-031 to correct CTF expenditure

**OLD ITEMS:**

- Smiley Towner

**EMPLOYEE ITEMS:**

- New hire for Dispatch – Stephanie Isenbart

**FYI:**

Meeting called to order by Chairman Gary Koop at 9:45 AM. Those present were Gary Koop, Cory Wall, Dave Hornung, Paula Weeks, and Susan Corliss.

**CONSENT AGENDA**

The Board of County Commissioners reviewed the following items: Accounts Payables and Minutes for February 25, 2015.

Dave Hornung moved to pay the Accounts Payable for General and Human Services accounts, and approve the January Financials and the minutes of February 25<sup>th</sup>, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

The Board of County Commissioners reviewed accounts payables for the County Clerk for the month of February 2015:

Colo. Dept. of Revenue (MV Remittance/License Fees)	\$84,652.02
Colo. Dept. of Revenue (State & Flagler Sales Tax)	\$33,753.54
City of Burlington Sales Tax	\$6,428.36
Town of Seibert Sales Tax	\$566.47
Town of Stratton Sales Tax	\$9.67
State Treasurer (Driver’s License)	\$1,473.70
Colorado Department of Health Marriage License	\$180.00
State Treasurer (Domestic Abuse) Marriage License	\$27.00
	\$127,090.76

### **ORANGE SHEET – STEPHANIE ISENBART**

The Board of County Commissioners reviewed a request from Sheriff Department - Dispatch for a new hire Stephanie Isenbart at \$12.06 per hour for an annual wage of \$25,086.49 full time with benefits. The trial period ends on August 3, 2015.

Cory Wall moved to hire Stephanie Isenbart for the Dispatch in the Sheriff Department at \$12.06 per hour for an annual wage of \$25,086.49 full time with benefits, seconded by Dave Hornung. The motion was carried by unanimous vote by Gary Koop.

### **APC SMART-UPS – SERVER ROOM**

Dave Hornung moved to approve the purchase of a new APC SMART-UPS battery backup for the IT in the Court House from DHE for \$1,018.30 on PO#22, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

### **ROAD & BRIDGE DISTRICT 2 – DEF DELIVERY SYSTEM**

The Board of County Commissioners reviewed bids for a Def Delivery System for the Road & Bridge District 2 Shop. Wagner CAT submitted a quote for \$2,644.86. Carquest submitted a quote for a ½ HP Smart Start Centrifugal Pump for \$1,570, which includes 250 gallon of Def.

Cory Wall moved approve the purchase of the ½ HP Smart Start Centrifugal Pump and 250 gallon of Def from Carquest for \$1,570 to be given PO#23, seconded by Dave Hornung. The motion was carried by unanimous vote by Gary Koop.

### **GROUNDS AND MAINTENANCE – TOOLBOX**

Dave Hornung moved to approve the purchase of a Montezuma Triangle Portable Toolbox requested by Dave Weber for the Grounds and Maintenance in the amount of \$529.00 from NAPA to be given PO#24, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

### **PURCHASE ORDERS – PUBLIC HEALTH – VACCINES**

Dave Hornung moved to approve PO#25 for Rotateq from Merck for \$1,878.21, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

Dave Hornung moved to approve PO#26 for Prevnar13 from Pfizer for \$1,520.12, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

Dave Hornung moved to approve PO#27 for MMR from Vaccine Shop Sanofi-Pasteur for \$715.70, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

## **15-031**

### **RESOLUTION TO CORRECT AN EXPENDITURE THAT WAS PAID OUT OF THE CONSERVATION TRUST FUND AND SHOULD HAVE BEEN PAID OUT OF THE GENERAL FUND IN 2014.**

The Board of County Commissioners reviewed the correction of an advertising charge that was paid out of State Conservation Trust Fund for \$168.96, which should have been paid out of General Fund. Cory Wall moved to approve Resolution 15-031, seconded by Dave Hornung. The motion was carried by unanimous vote by Gary Koop.

RESOLUTION NO.15-031

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 4th day of March, there were present:

- Gary Koop..... Chairman
- Dave Hornung .....Commissioner
- Cory Wall..... Commissioner
- Susan Corliss ..... County Clerk
- Paula Weeks.....Administrator

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

**A RESOLUTION TO CORRECT AN EXPENDITURE THAT WAS PAID OUT OF THE CONSERVATION TRUST FUND AND SHOULD HAVE BEEN PAID OUT OF THE GENERAL FUND IN 2014**

**WHEREAS**, an expenditure of \$168.96 for advertising was denied by the State Conservation Trust Fund as an ineligible expense and should have been paid out of the General Fund;

**NOW THEREFORE**, be it resolved by the Board of County Commissioners of Kit Carson County that the County Treasurer transfer \$168.96 from the General Fund to the Conservation Trust Fund to correct this error.

**BE IT FURTHER RESOLVED THAT THIS RESOLUTION IS EFFECTIVE IMMEDIATELY THIS 4th day of March, 2015.**

**DONE THIS** 4th day of March, 2015, at Burlington, Colorado.

Motion made by Cory Wall, seconded by Dave Hornung.

Motion carried by unanimous vote of Gary Koop.

Board of County Commissioners

By: [Signature]  
Gary Koop, Chairman

By: [Signature]  
Dave Hornung, Commissioner

By: [Signature]  
Cory Wall, Commissioner

ATTEST:

Susan Corliss  
Susan Corliss, County Clerk

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

I, Susan Corliss, 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 4th day of March 2015.

Susan Corliss  
Susan Corliss, County Clerk



### **STATEMENT OF WORK – HEALTH & HUMAN SERVICES**

Cory Wall moved to approve the Statement of Work that provides the Women's Wellness Connection (WWC) participants with access to additional preventive health services through the Well-Integrated Screening and Evaluation for WOMen Across the Nation (WISEWOMAN) program for the Term: beginning March 1, 2015 and ending August 31, 2017, seconded by Dave Hornung. The motion was carried by unanimous vote by Gary Koop.

### **OLTC CONTRACT - HEALTH & HUMAN SERVICES**

Cory Wall moved to sign the SEP/OLTC Contract #14-55363A1 beginning July 1, 2014 and ending June 30, 2015 for the amount \$195,153.00, seconded by Dave Hornung. The motion was carried by unanimous vote by Gary Koop.

### **TOM RIDNOUR - MOTOROLA CONTRACT**

Tom Ridnour presented the changes that were made in a contract with Motorola Solutions from last year. Updates were given on various issues in the Sheriff's Department.

Dave Hornung moved to sign the Service Agreement #S00001017317 between Motorola Solutions and Kit Carson County for the Sheriff's Department radios for \$11,237.28, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

### **JEFF CURE – COUNTY ATTORNEY WEEKLY MEETING**

City of Burlington Annexation of the Love's Property containing 20 acres more or less. Interstate 70 or Highway 385 would not be included within the annexation. CDOT wanted Love's and Best Western entrances from Hwy 385 to be across from each other. Best Western would not agree to move their entrance. The truck entrance for Love's will be located further south along Hwy 385.

Discussion was held on the terms of AFLAC (pre-tax deductions) and what types of responsibility could impact the county. The agreements with the employees cannot be changed except at renewal.

### **FAIR CONCERT – KINNON ENTERTAINMENT**

Discussion was held with Jeff Cure about the contract. Dave Hornung moved to sign the contract with Kinnon Entertainment for the sound system for the fair concert for a total of \$7098. Payable contract is the first deposit of \$3,549 upon the return of signed contract and the balance of \$3,549 due July 1, 2015 but no later than August 1, 2015, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

### **BREANNA LIGHTLE – EMS PURCHASE ORDERS**

Breanna Lightle reported that there are three EMTs trainers that need recertification on March 28<sup>th</sup>. Kevin Freund will be conducting the class. Dave Hornung moved to pay for the recertification CPR training cost of \$95 per person for Breanna Lightle, Cindy McCombs, and Nicole Richards for a total of \$285, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

Dave Hornung moved to purchase eight SLA batteries from Physio-Control, Inc. for the \$205.04 a piece for a total of \$1,640.32 given the PO#28, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

The Board of County Commissioners recessed for lunch at 12:15 p.m.

The Board of County Commissioners meeting reconvened at 1:15 p.m.

**DELLA CALHOON – EMERGENCY MANAGER – IGA’s**

Della Calhoon presented the Intra Governmental Agreement between the towns and Kit Carson County that needs to be reviewed by the Board of County Commissioners. There may need to be the same type of agreement with all of the Fire Districts within Kit Carson County.

Dave Hornung moved to sign the agreement for Disaster-Emergency Mutual Aid and Disaster-Emergency Funding Assistance among Local Governments, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

**GRAVEL PITS – UPDATES**

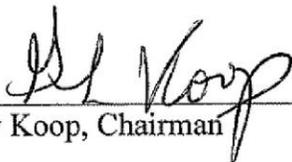
Paula Weeks read an email from Randy Schafer with updates on the gravel pits.

**JOB DESCRIPTIONS**

The Board of County Commissioners reviewed the job descriptions for the Grounds and Maintenance Supervisor. Changes were discussed according to the present needs of the position.

Dave Hornung moved to approve the new job description for the Grounds and Maintenance Supervisor, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

Meeting adjourned.

  
\_\_\_\_\_  
Gary Koop, Chairman

3-11-18  
\_\_\_\_\_  
Date