

# KIT CARSON COUNTY COMMISSIONERS

## MINUTES JUNE 10, 2015

8:00 AM PRE-DEPARTMENT HEAD MEETING  
8:30 AM DEPARTMENT HEAD MEETING – HOST: JASON RICHARDSON  
10:00 AM DELLA CALHOON – MUTUAL AID AGREEMENT & PLANS – CANCELED/SICK  
10:30 AM JASON RICHARDSON – PERSONNEL  
11:00 AM JEFF CURE – COUNTY ATTORNEY WEEKLY MEETING  
12:00 PM LUNCH  
1:00 PM KINDRA MULCH – PUBLIC HEALTH & SS FINANCIALS  
2:00 PM GLEN MARCINIAK – VSO  
3:00 PM TOM RIDNOUR – PERSONNEL  
3:30 PM BREANNA LIGHTLE – AMBULANCE BUSINESS  
4:00 PM WORK SESSION – INCLUDING CONSENT AGENDA ITEMS  
5:00 PM MEETING TO ADJOURN WHEN BUSINESS IS COMPLETE

### CONSENT AGENDA:

- Accounts Payable
- Minutes – June 3, 2015
- Side Items

### NEW ITEMS:

- Copier Maintenance Agreements for Assessor & Ambulance Service
- Clerk's May Report
- Treasurer's May Report
- Plains Telephone Easements
- May CAPP & WC report
- Purchase Order for Sheriff's Office

### SIGNATURES:

- VSO Letter to State

### OLD ITEMS:

### EMPLOYEE ITEMS:

- Unemployment hearing Friday

### FYI:

- CBOE set for July 22
- Plains Telephone – update on Fiber

### DEPARTMENT HEAD MEETING

Meeting was hosted by Jason Richardson. Those present were Paula Weeks, Patty Witzel, Dave Hornung, Gary Koop, Cory Wall, Tom Ridnour, Randy Gorton, Pam Mills, and Abbey Mullis.

Jason, Maintenance, has been very busy with the new position and getting ready for the Junior Rodeo.

Tom Ridnour, Sheriff, had a call but before he left he thanked Jason for fixing the lights in the jail.

Randy Gordon, Landfill/Coroner, has been dealing with the mud at the land fill; the trailers have been unloading at the side of the pit and the trash trucks are using the pit. In the coroner's department the new cooler is in and set up but wiring is not completed at this time,

Patty Witzel, Dept. County Clerk, stated that Susan Corliss and Crystal Richards are in Durango at the Clerk's Convention. The office has been very busy in all departments.

Pam Mills, Treasurer, the office is busy getting ready for tax deadline on June 15. So far 84.4% of the taxes are in. So far this year there has been 5 foreclosures. The internet has been up and down and it is hard to do their jobs.

Abbey Mullis, Assessor, had a quiet protest, still looking into 12 or 13 objections but nothing big and will look into them for residents of the county.

Paula Weeks, Administrator, passed out Technical Update from CTSI and want all supervisors to read them especially the part on workman's comp. Paula stated that if your employee gets hurt to report it ASAP and not wait a day or two as it does make a difference in the claim.

Gary Koop, Commissioner District #1, is keeping busy with the calls from the wind farm. Convention last week was a good one and very helpful with taxes for agriculture and formulas.

Dave Hornung, District #3, stated that he is short an employee. Conference went well and very informative. The pipeline situation is very active with another company inquiring just the other day.

Cory Wall, Commissioner District #2 stated that he has hired a new employee Chad Pace. District 2 is busy with building a cattle guard to go in and out of a pit and very busy working on roads due to all the weather conditions.

Board of County Commissioners welcomed Jason Richards as new maintenance supervisor. Bridgett Tilliston has been hired for janitorial and Glen Marciniak has been hired for Veteran's Affairs.

Next Department Head meeting will be July 8<sup>th</sup> with Kindra Mulch Host.

The Board of County Commissioners meeting was called to order by Chairman Gary Koop at 10:45 AM. Those present were Gary Koop, Dave Hornung, Cory Wall, Paula Weeks and Patty Witzel.

**CONSENT AGENDA**

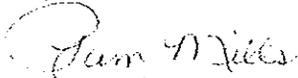
The Board of County Commissioners reviewed the following items: Accounts Payables, Clerk's Payables, May CAPP & WC Report and Treasurer's Report and approve the minutes of May 27, 2015 and May 29, 2015.

Dave Hornung moved to pay the Accounts Payable, Clerk's Payables, May CAPP & WC and Treasurer's Reports and approves the minutes of May 27, 2015 and May 29, 2015, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

MONTH ENDING MAY 31, 2015

FUND	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	ENDING BALANCE
County General	\$ 4,185,083.52	\$ 231,555.62	\$ (314,650.01)	\$ 4,101,989.13
KCC Public Health Agency	\$ (43,688.94)	\$ 88,128.39	\$ (98,053.00)	\$ (53,613.55)
Contingent	\$ 204,517.54	\$ -	\$ -	\$ 204,517.54
Road and Bridge	\$ 1,830,350.10	\$ 326,239.50	\$ (242,702.05)	\$ 1,913,887.55
Ambulance	\$ (149,742.80)	\$ 24,170.05	\$ (24,506.53)	\$ (150,079.28)
Social Services	\$ 214,770.00	\$ 56,820.13	\$ (70,231.23)	\$ 201,358.90
Capital Expenditures	\$ 68,135.63	\$ 2,852.70	\$ (76.39)	\$ 70,911.94
Conservation Trust	\$ 34,942.70	\$ 3.01	\$ (295.00)	\$ 34,650.71
Solid Waste	\$ 857,550.85	\$ 26,324.18	\$ (21,398.98)	\$ 862,476.05
F-911	\$ 95,482.53	\$ 10,916.83	\$ (7,460.07)	\$ 98,939.29
KCC Facilities Corp	\$ 18,211.88	\$ -	\$ -	\$ 18,211.88

Respectfully Submitted,



Kil Carson County Treasurer

Monthly reports for Clerk & Recorder and Treasurer were reviewed. A list of warrants that were presented to the Board of County Commissioners for the month of **May 2015** for the County Clerk's office:

Colo. Dept. of Revenue (MV Remittance/License Fees)	\$75,310.35
Colo. Dept. of Revenue (State & Flagler Sales Tax)	\$21,256.20
City of Burlington Sales Tax	\$6,810.94
Town of Seibert Sales Tax	\$137.27
Town of Stratton Sales Tax	\$38.67
State Treasurer (Driver's License)	\$1,878.00
Colorado Department of Health Marriage License	\$100.00
State Treasurer (Domestic Abuse) Marriage License	\$15.00
	\$105,546.43

**JEFF CURE-COUNTY ATTORNEY WEEKLY MEETING**

Jeff Cure stated that he has drafted new pipeline right-of-way.

The Board of County Commissioners recessed for lunch at 12:10 p.m.

The Board of Public Health was called to order at 1:00 p.m.

**NIKKIE HALDE-SOCIAL SERVICE FINANCIALS**

Nikkie handed out Social Service Financials for the month of April. Nikkie had just received an MOU with State of Colorado Department of Human Services and Board of County Commissioners implementing the Title IV-E waiver Demonstration Projects. Dave Hornung moved to sign the MOU with State of Colorado Department of Human Services, seconded by Cory Wall. The motion carried by unanimous vote by Gary Koop.

**DOUG SATTERLY-PUBLIC HEALTH**

Doug Satterly handed out Summary Balance and Revenue and Expenditures for April 30, 2015.

**PURCHASE ORDERS**

Dave Hornung moved to approve Purchase Order #51 for Health & Human Services EPR to Amazon.com (Dell, Toshiba, or Lenovo) for 6 laptops EPR program at \$600.00 unit price for total \$3,600.00, seconded by Cory Wall. Motion carried by unanimous vote by Gary Koop.

Dave Hornung moved to approve Purchase Order #52 for Health & Human Services EPR to Uline for miscellaneous items for EPR Program including: RTP/POD supplies of 3 Folding Carts, Pre-printed inventory labels, Tyvek wrist bands, Econo Wrappers, Igloo Coolers, Igloo Cooler Packs, Economy Plastic Tables, and Shoe Covers for a total of \$2,394.00, seconded by Cory Wall. Motion carried by unanimous vote by Gary Koop.

Dave Hornung moved to approve Purchase Order #53 to Complete Wireless for 6 radios and accessories for Health & Human Services EPR for a total \$12,066.60 seconded by Cory Wall. Motion carried by unanimous vote by Gary Koop.

Cory Wall moved to approve Purchase Order #54 for R & S Northeast for Health & Human Services for Family Planning for Depot Provera, Cryselle, and Control for Preg Tests for a total \$775.50, seconded by Gary Koop, Motion Carried. Dave Hornung voted no.

Dave Hornung moved to approve Purchase Order #55 for Health & Human Services for Program WWC to McKesson for 2 cases drape sheets, speculums, 2 wall mounted Welch Allyn, 2 Exam stools, and 2 LG BP Cuffs for a total of \$2813.20, seconded by Cory Wall. Motion carried by unanimous vote by Gary Koop.

Dave Hornung moved to approve Purchase Order #56 for Health & Human Services for WWC program to Toshiba for 2 - 20" monitors, 2 Laptops, 2 Port Replicators, and 2 Wireless keyboards & mice for a total of \$1,868, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

Dave Hornung moved to approve Purchase Order #57 for Health & Human Services for WWC program to Insight for 2 MS Office Pro for a total of \$662.96, seconded by Cory Wall. Motion carried by unanimous vote by Gary Koop.

#### **ORANGE SHEET – SORAYA FRANK**

The Board of County Commissioners reviewed a raise request from the Health Human Service Department for Soraya Frank; 6 month probationary period had ended. Dave Hornung moved to approve the raise for Soraya Frank at \$14.69 per hour for an Annual Salary of \$30,565.45 as FTE in Human Services as Full Time, Non-Exempt, with Full Benefits, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

The Board of Public Health was adjourned at 2:00 p.m.

The Board of County Commissioners reconvened at 2:00 p.m.

#### **GLEN MARCINISK-VSO**

Glen Marcinisk accepted position for Veteran Service Officer effective June 1, 2015. Glen visited with the Board of County Commissioners and stated he looks forward to his new position and will visit with them quarterly.

#### **PURCHASE ORDERS**

Dave Hornung moved to approve Purchase Order #58 for Sheriff's office to Stalker for accessories including CAN/VSS Power Cable, Remote Display Interconnect Cable, Antenna Swivel Mount W/Glass Adhesive, Dual SL Remote Control w/Screw latch, 25 MPH/40 KPH KA Tuning Fork, and 40 MPH/64 KPH KA Tuning Fork for a total of \$578.00, seconded by Cory Wall. Motion carried by unanimous vote by Gary Koop.

Dave Hornung moved to approve Purchase Order #59 for Sheriff's office to Complete Wireless Technologies for Auto Membrane Dehydrator, w/summary alarm 115VAC, 5 psi for the Bethune towner for a total of \$2771.00, seconded by Cory Wall. Motion carried by unanimous vote by Gary Koop.

**COPIER MAINTENANCE AGREEMENT-ASSESSOR'S OFFICE**

Dave Hornung moved to approve Copier Maintenance Agreement for Kit Carson County Assessor's office for a minimum of 18,000 copies at \$0.0212 from 5/18/2015 to 5/17/2016, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

**COPIER MAINTENANCE AGREEMENT-AMBULANCE SERVICE**

Dave Hornung made motion to approve Copier Maintenance Agreement for Ambulance Service for a minimum of 18,000 copies at \$0.0196 from 5/12/2015 to 5/11/2016, seconded by Cory Wall. Motion carried by unanimous vote of Gary Koop.

**DAVE WEBER-FINAL PAYMENT**

Dave Hornung moved to approve final payment for Dave Weber, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

**TOM RIDNOUR-SHERIFF-PERSONNEL**

Tom Ridnour came to the Board of County Commissioners asking since the department is short of employees and current employees are acquiring overtime. Tom would like to pay the overtime acquired since May 31, 2015 for a total of \$2,132.73. At this time Tom stated that he will not be hiring new employee until after January 1, 2016 and this salary will go to existing employees for their hard work. Dave Hornung moved to pay current employees their overtime up to May 31, 2015, seconded by Cory Wall. Motion carried by unanimous vote by Gary Koop.

**BREANNA LIGHTLE-AMBULANCE BUSINESS**

Breanna Lightle, Ambulance Service, presented to the Board of County Commissioners an application for a Full Time position for ambulance Chris Gramm. Dave Hornung made motion to approve employment for Chris Gramm \$12.06/hour, \$25,084.80/yearly with Benefits for a 6 month Trial Period. Seconded by Cory Wall. Motion carried by unanimous vote by Gary Koop.

Breanna Lightle would like to offer volunteer driver position for Constance Sue Henry. Board of County Commissioners approved and told Breanna to offer Constance Sue Henry the position. More details for orange sheet will be at next week's meeting.

Meeting adjourned at 4:30 p.m.

  
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Gary Koop, Chairman

6-17-15  
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Date