

KIT CARSON COUNTY COMMISSIONERS

MINUTES JUNE 17, 2015

8:00 AM WORK SESSION – INCLUDING CONSENT AGENDA ITEMS
10:00 AM MEETING TO CONVENE WITH PLEDGE OF ALLEGIANCE
10:30 AM DELLA CALHOON – MUTUAL AID AGREEMENT & PLANS
11:30 AM MEETING TO ADJOURN WHEN BUSINESS IS COMPLETE
12:00 PM LUNCH

CONSENT AGENDA:

- Accounts Payable
- Minutes – June 10, 2015
- Side Items

NEW ITEMS:

- Approve new easement form
- Discuss County Fair – employee passes, BBQ, etc.
- Report for Assessor
- Purchase Orders

SIGNATURES:

- DOLA contact for Energy Impact Grant
- EOP Adoption Resolution
- OPP Contract
- Plains Telephone – Fiber Installation

OLD ITEMS:

- Fairgrounds Usage Agreement
- Liability Claim

EMPLOYEE ITEMS:

- New Hires Orange Sheets
- Discuss approving hires – background & drug/alcohol testing

FYI:

- Changes in VSO due to legislation
- Questions about Tough Enough to Wear Pink Day at the fair
- Quad billing – hardship request

The Board of County Commissioners meeting was called to order by Chairman Gary Koop at 10:15 AM. Those present were Gary Koop, Dave Hornung, Cory Wall, Paula Weeks and Susan Corliss. Cory Wall led the Pledge of Allegiance.

CONSENT AGENDA

The Board of County Commissioners reviewed the following items: Accounts Payables, Assessor's Report and the minutes of June 10, 2015.

Dave Hornung moved to pay the Accounts Payable and approve Assessor's Report and the minutes of June 10, 2015, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

DOLA CONTRACT – GRANT

The DOLA Grant project consists of overlaying approximately 5.4 miles of County Road 30 in Kit Carson County that will be completed by November 30, 2016.

Dave Hornung moved to sign the Grant Agreement between the State of Colorado Department of Local Affairs and Kit Carson County for Paving Kit Carson County Road 30 with an Award amount of \$356,000.00, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

LAND USE PERMIT APPLICATION – LELALI, LLC

The Planning Commission Board presented a land use application for the proposed development site to be used for the relocation of an existing business.

Cory Wall moved to sign the Kit Carson County Land Use Permit Application for LeLaLi, LLC for Commerical use on NW 1/4 1-9S-51W 6th PM, seconded by Dave Hornung. The motion was carried by unanimous vote by Gary Koop.

CORRESPONDENCE

The Board of County Commissioners signed a thank you note for Vanessa Worden and retirement card for Roxie Devers.

PURCHASE ORDERS

Cory Wall moved to approve Purchase Order #60 for Administration Office to Toshiba for a laptop for total \$901.58, seconded by Dave Hornung. Motion carried by unanimous vote by Gary Koop.

Cory Wall moved to approve Purchase Order #61 for Grounds & Buildings to Uline for 2 Sanitaire Vacuums at \$299.00 unit price for total \$598.00 plus shipping, seconded by Dave Hornung. Motion carried by unanimous vote by Gary Koop.

Cory Wall moved to approve Purchase Order #62 for Grounds & Buildings to Stratton Equity CO-OP for 2 – Evaporative Coolers an 1 – Cyclone Cooler for total \$5,663.98, seconded by Dave Hornung. Motion carried by unanimous vote by Gary Koop.

Cory Wall moved to approve Purchase Order #63 for Health and Human Services to Glaxo-Smith Kline for Pediarix vaccine for a total of \$1,364.40, seconded by Dave Hornung. The motion was carried by unanimous vote by Gary Koop.

OPP CONTRACT

Dave Hornung moved to signed the Office of Planning and Partnerships (OPP) Contract for Core Public Health Services including Assessment, Planning and Communication, Vital Records and Statistics, Communicable Disease Prevention, Investigation, and Control, Prevention and Population Health Promotion, Emergency Preparedness and Response, Environmental Health, and Administration and Governance for the amount of \$50,066 from July 1, 2015 to June 30, 2016, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

DELLA CALHOON – MUTUAL AID AGREEMENT & PLANS

Della Calhoon presented the 2014 Northeast Colorado Emergency Hazard Mitigation Plan and the Revised Version of the 2010 Emergency Operation Plan. Della attended meetings that provided information on the Bird Flu and the process planning for a disaster for the Health Care Collation. She will be attending training in Hugo on June 27-28.

15-037

A RESOLUTION OF THE ADOPTING THE 2014 NORTHEAST COLORADO EMERGENCY HAZARD MITIGATION PLAN

The Board of County Commissioners reviewed a resolution to recognize the threat that natural hazards pose to people and property within our community. Dave Hornung moved to approve Resolution 15-037, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

15-038

A RESOLUTION OF THE ADOPTING THE 2014 REVISED VERSION OF THE 2010 EMERGENCY OPERATIONS PLAN

The Board of County Commissioners reviewed a resolution to recognize the purpose of the Kit Carson County Emergency Operations Plan is to provide general guidelines and principles for managing and coordinating the overall response and recovery activities before, during, and after major emergencies and disaster events that affect rural Kit Carson county and the towns within Kit Carson County. Cory Wall moved to approve Resolution 15-038, seconded by Dave Hornung. The motion was carried by unanimous vote by Gary Koop.

EASEMENT AND RIGHT OF WAY FORM

The Board of County Commissioners reviewed proposed changes of the Kit Carson County Easement and Right of Way. Jeff Cure will be contacted to finalize the form and present it at the next meeting.

DISCUSS COUNTY FAIR – EMPLOYEE PASSES

The Board of County Commissioners decided to continue with the same policy of tickets for the employees at the County Fair as last year, which is 2 passes for single employees and 4 passes for employees with families.

ORANGE SHEET CORRECTION – DIANA L. GILLEY

Dave Hornung moved to approve Orange Sheet Correction for Diana L. Gilley to work in Health & Human Services. Current wage is \$14.20/hr HS & \$16.00/hr PH - Annual Salary of \$31,408 will be changed to: \$15.13/hr.- Annual Salary of \$31,471.03/yr. that is full time with benefits as Non-Exempt, which is a Grade 62 Step7 effective April 1, 2015, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

PLAINS COMMUNICATION SERVICES, LLC – FIBER AGREEMENT

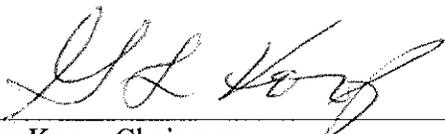
Dave Hornung moved to approve the agreement with Plains Communication Services, LLC for Asynchronous Broadband at a monthly charge of \$323 for the Sheriff office and \$345 per month for the Courthouse, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

GROUNDS LEASE AGREEMENT

The Board of County Commissioners reviewed the county’s lease agreements for the fairgrounds property including additional locations. There will be two leases one for Non-Profit and Profit. When and if a deposit is required, it may be returned only after the grounds are inspected and appear to be well cared for, if not the deposit can be itemized per category to repair any areas that were damaged.

Dave Hornung moved to approve the revised Grounds Lease Agreements for Non-Profit and Profit organizations, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop. See attached forms.

Meeting adjourned at 12:30 p.m.



Gary Koop, Chairman

6-24-15

Date

Kit Carson County Fairgrounds Usage Agreement For Non-Profit Groups

We, the undersigned, agree to the following items as terms of usage of the Kit Carson County Fairgrounds facilities for the event we are sponsoring.

The following items will be observed:

1. The event organizers will be responsible for any repairs, materials, and labor costs associated with repairing damage to Fairgrounds buildings or facilities as a result of this event.
2. The event organizers will be responsible for insuring that Fairgrounds buildings or facilities used for the event are clean and in good repair following the event.
3. The event organizers will be responsible for emptying trashcans, used as part of the event, into bins located on the Fairgrounds. The Fairgrounds will provide trash-can liners.
4. The event organizers will provide a check for the total event rate of each applicable category of the event to cover any labor and materials associated with cleaning the area used by the event. Should the event organizers clean the used area in a manner satisfactory to the Fairgrounds Manager, the entire deposit will be refunded following the event. However, if a portion of the categorized deposit is not left in satisfactory condition, the entire check will be cashed by the county and only the refundable portion will be return to your organization.
5. The event organizers will be responsible for closing and securing all Fairgrounds gates or doors as instructed by the Fairgrounds Manager.
6. The event organizers are responsible for damage on all county equipment used on "demonstrator" tractors or equipment. County equipment used will need to be put back as it was found (attached back on the county equipment it was found on or in its original location on the Fairgrounds). No County equipment will be used by event organizers unless operated by a County Employee.
7. The event organizers will need to provide proof of liability insurance coverage for the event prior to the time of the event.
8. All rates and conditions are subject to change and are at the discretion of the Board of County Commissioners.
9. Fees: Please check each item that you will be using.

Event Rate	Category
\$50	Restroom
\$25	Carousel Park (park only)
\$25	EMT Room
\$50	Christian Booth

Effective June 17, 2015

\$25	Attached Room
\$25	Grand Stand Rooms
\$50	Kitchen
\$50	Stock Pens
\$300	Arena (day use) includes Grass Area/Hospitality Park
\$350	Arena (Night use)-includes \$50 for lighting & Grass Area
\$50	Crow's Nest
\$250	East Horse Barn
\$250	West Horse Barn
\$75	Sheep Barn
\$75	Hog Barn
\$150	Ag Building
\$150	4-H Building
\$150	Home Economics Building
\$75	Chicken Building
\$250	Beef Barn
\$250	Show Pavilion
\$25	Camping Fee per camper per night
\$5	Horse Stall per night

10. Liability Waiver- Kit Carson County is not liable for anything that happens at the site of the event, and Kit Carson County shall be held blameless for any damage or injury to any party to this event.

Date: _____ Name of event: _____

Name of sponsoring organization: _____

Name of event coordinator: _____

Phone number of coordinator _____

Coordinator signature: _____

(Note: By signing, the coordinator & sponsoring organization agree to the items listed above).

Approved by: _____ Date Approved: _____

Please make Checks Payable to:

Kit Carson County
P.O. Box 160
Burlington, CO 80807

Fairgrounds Manager- 719-342-1534

Office – 719-346-8133 ext. 304

Fax – 719-346-7242

Effective June 17, 2015

Kit Carson County Fairgrounds Usage Agreement For Profit Groups

We, the undersigned, agree to the following items as terms of usage of the Kit Carson County Fairgrounds facilities for the event we are sponsoring.

The following items will be observed:

1. The event organizers will be responsible for any repairs, materials, and labor costs associated with repairing damage to Fairgrounds buildings or facilities as a result of this event.
2. The event organizers will be responsible for insuring that Fairgrounds buildings or facilities used for the event are clean and in good repair following the event.
3. The event organizers will be responsible for emptying trashcans, used as part of the event, into bins located on the Fairgrounds. The Fairgrounds will provide trashcan liners.
4. The event organizers will provide a \$50.00 restroom deposit prior to the event to cover any labor and materials associated with cleaning the restrooms used by the event. Should the event organizers clean the restrooms used by the event in a manner satisfactory to the Fairgrounds Manager, the entire deposit will be refunded following the event.
5. The event organizers will be responsible for closing and securing all Fairgrounds gates or doors as instructed by the Fairgrounds Manager.
6. The event organizers are responsible for damage on all county equipment used on "demonstrator" tractors or equipment. County equipment used will need to be put back as it was found (attached back on the county equipment it was found on or in its original location on the Fairgrounds). No County equipment will be used by event organizers unless operated by a County Employee.
7. The event organizers will need to provide proof of liability insurance coverage for the event prior to the time of the event.
8. All rates and conditions are subject to change and are at the discretion of the Board of County Commissioners.
9. Fees: Please check each item that you will be using.

Event Rate	Category
\$50	Restroom
\$25	Carousel Park (park only)
\$25	EMT Room
\$50	Christian Booth
\$25	Attached Room

Effective June 17, 2015

\$25	Grand Stand Rooms
\$50	Kitchen
\$50	Stock Pens
\$300	Arena (day use) includes Grass Area/Hospitality Park
\$350	Arena (Night use)-includes \$50 for lighting & Grass Area
\$50	Crow's Nest
\$250	East Horse Barn
\$250	West Horse Barn
\$75	Sheep Barn
\$75	Hog Barn
\$150	Ag Building
\$150	4-H Building
\$150	Home Economics Building
\$75	Chicken Building
\$250	Beef Barn
\$250	Show Pavilion
\$25	Camping Fee per camper per night
\$5	Horse Stall per night

10. Liability Waiver- Kit Carson County is not liable for anything that happens at the site of the event, and Kit Carson County shall be held blameless for any damage or injury to any party to this event.

Date: _____ Name of event: _____

Name of sponsoring organization: _____

Name of event coordinator: _____

Phone number of coordinator _____

Coordinator signature: _____

(Note: By signing, the coordinator & sponsoring organization agree to the items listed above).

Approved by: _____ Date Approved: _____

Please make Checks Payable to:

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