

KIT CARSON COUNTY COMMISSIONERS

MINUTES JULY 8, 2015

8:00 AM PRE-DEPARTMENT HEAD MEETING
8:30 AM DEPARTMENT HEAD MEETING – HOST: HEALTH & HUMAN SERVICES/KINDRA MULCH
10:00 AM WORK SESSION – INCLUDING CONSENT AGENDA ITEMS
10:30 AM MEETING TO CONVENE WITH PLEDGE OF ALLEGIANCE,
OPEN SEALED BIDS FOR ROAD PROJECT
11:00 AM JEFF CURE – COUNTY ATTORNEY WEEKLY MEETING
12:00 PM MEETING TO ADJOURN WHEN BUSINESS IS COMPLETE

CONSENT AGENDA:

- Accounts Payable
- Minutes –July 1, 2015
- Side Items

NEW ITEMS:

- Treasurer’s Semi-Annual Report
- Clerk’s Report for June
- Treasurer’s June Report
- June Financials
- 2 – Mutual Aid agreements for Disaster Emergency Agreement
 - Bethune and Stratton Schools
- Purchase Orders
 - Vaccine
 - Intrado – for Dispatch Annual Maintenance Contract

SIGNATURES:

OLD ITEMS:

EMPLOYEE ITEMS:

FYI:

- Department head – Janitorial Services
- Update on Health Insurance Reporting to IRS
- Review Items for Fair

NOTES:

DEPARTMENT HEAD MEETING

Meeting was hosted by Kindra Mulch. Those present were Paula Weeks, Susan Corliss, Dave Hornung, Gary Koop, Cory Wall, Tom Ridnour, Brenna Lightle, Dianna Gilley, and Della Calhoun. The meeting started with the Pledge of Allegiance.

Diana Gilley gave a presentation on the types of Public Assistance including Food Stamps, Colorado Works, Aid to the Needy Disabled Colorado Supplement to SSI (and CS), Aid for the Needy and Disabled & Aid to the Blind, Old Age Pension, Home Care Allowance, Personal Needs Allowance, and Medical. The application can now be completed on a computer. Medicaid will be restructured and named in 2016.

Susan Corliss reported that June was a busy month for the Clerk’s Office with Susan and Crystal attending the Summer Colorado County Clerk’s Association Conference in Durango and the Secretary of State’s Office held Election Training was attended by Susan, Crystal, Jana, and Tressie. Business has been steady even with the State Office being closed for July 3rd, so they were unable to do any Driver’s Licenses that day.

Paula Weeks shared that the Administration Office is waiting on the audit that has not been received at this time. It is time to start preparing the budget for 2016. Fair is coming up quickly with a reminder that the BBQ will be the same as usual needing help from the county employees.

Tom Ridnour indicated that the Sheriff Department is business as usual. There is one position opening in the jail, which they are taking applications for at this time. Presently, there are 13 in the jail, which is lower than usual.

Della Calhoon has been meeting with the school superintendents and other officials in the county as she delivered the Northeast Colorado Emergency Hazard Mitigation Plan and the Emergency Operation Plan. Kindra Mulch expressed her department's appreciation for the work that Della is doing as the Emergency Manager.

Breanna Lightle reported that the Ambulance Department has hired Chris Gramm as the fourth full time employee. They has received a grant for a new ambulance. There has been activity testing to determine the size generator needed for the Ambulance Building.

Cory Wall shared that Road & Bridge District 2 has been busy catching up with the roads after the rains. The Kit Carson County Fair and Rodeo items are being worked on, including the Open Class Exhibit Building, which will be ready for use this year.

Dave Hornung indicated that Road & Bridge District 3 roads are being kept up to date but will take a break from working on the roads during wheat harvest. There are a few issues that are being worked through for the proposed pipeline and the Magellan pipeline. The county has seen an increase in revenues this year because of telecommunications. Dave expressed appreciation for all of the volunteer work that makes the fair possible.

Gary Koop has been informed that the Carousel Wind Farm construction has been delayed because of the rain, so they are looking at a completion date in February or March 2016. There is a need for new sand in the beef barn for the fair. He has been spraying weeds around the fairgrounds and Annex building.

Kindra Mulch shared that the Health & Human Services employees are looking into purchasing county employee shirts. The t-shirt and Oxford long sleeve shirts would approximately cost \$15 - \$30 by using local vendors. Health & Human Services recently had two banners made for \$80 locally as well.

The next Department Head meeting will be August 12th hosted by Pam Mills.

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, Susan Corliss, and Olivia Charles.

GUEST – OLIVIA CHARLES

Olivia Charles attended the Board of County Commissioners meeting to observe and ask questions for her college government class.

CONSENT AGENDA

The Board of County Commissioners reviewed the following items: Accounts Payables, June Account Corrections, and the minutes of July 1, 2015.

Dave Hornung moved to pay the Accounts Payable and approve the Clerk's and Treasurer's June & Semi-Annual Reports, and the minutes of July 1, 2015, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

MONTHLY REPORT OF ACTIVITY IN THE VARIOUS COUNTY FUNDS

MONTH ENDING JUNE 30, 2015

FUND	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	ENDING BALANCE
County General	\$ 4,101,937.31	\$ 628,071.26	\$ (394,142.75)	\$ 4,335,865.82
KCC Public Health Agency	\$ (53,613.55)	\$ 89,621.29	\$ (92,471.21)	\$ (56,463.47)
Contingent	\$ 204,517.54	\$ -	\$ -	\$ 204,517.54
Road and Bridge	\$ 1,913,877.07	\$ 381,577.89	\$ (196,593.09)	\$ 2,098,861.87
Ambulance	\$ (150,079.28)	\$ 17,295.15	\$ (24,380.58)	\$ (157,164.71)
Social Services	\$ 201,356.28	\$ 20,905.10	\$ (83,053.74)	\$ 139,207.64
Capital Expenditures	\$ 70,911.94	\$ 12,509.47	\$ (367.13)	\$ 83,054.28
Conservation Trust	\$ 34,650.71	\$ 6,274.86	\$ (473.13)	\$ 40,452.44
Solid Waste	\$ 862,471.86	\$ 64,258.80	\$ (22,338.34)	\$ 904,392.32
E-911	\$ 98,939.29	\$ 6,650.99	\$ (20,150.85)	\$ 85,439.43
KCC Facilities Corp	\$ 18,211.88	\$ -	\$ -	\$ 18,211.88

Following is a list of warrants approved by the Board of County Commissioners for the month of **June 2015** for the County Clerk's office:

Colo. Dept. of Revenue (MV Remittance/License Fees)	\$89,707.32
Colo. Dept. of Revenue (State & Flagler Sales Tax)	\$24,762.57
City of Burlington Sales Tax	\$8,906.46
Town of Seibert Sales Tax	\$176.87
Town of Stratton Sales Tax	None
State Treasurer (Driver's License)	\$1,717.20
Colorado Department of Health Marriage License	\$260.00
State Treasurer (Domestic Abuse) Marriage License	\$39.00
	\$125,569.42

MUTUAL AID AGREEMENTS FOR DISASTER EMERGENCY AGREEMENT

The Board of County Commissioners received Mutual Aid Agreements concerning Disaster Emergency Assistance from Bethune School District and Stratton School District.

Dave Hornung moved to sign the Mutual Aid Agreements for Disaster Emergency Assistance with Bethune School District and Stratton School District, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

PURCHASE ORDERS

Cory Wall moved to approve Purchase Order #66 for Health & Human Services to Vaccine Shopper for Prevnar 13, HIB, and Rota Teq for a total \$6,121.82, seconded by Dave Hornung. Motion carried by unanimous vote by Gary Koop.

Cory Wall moved to approve Purchase Order #67 for Health & Human Services to Novates for Menveo Vaccine for a total \$637.93, seconded by Dave Hornung. Motion carried by unanimous vote by Gary Koop. NOTE: Purchase Order #48 for Menveo was for \$1,268.40 but bill came for a total \$1,944.88 with a discount of \$38.55, which leads to PO#67 for the additional cost of \$637.93.

Cory Wall moved to approve Purchase Order #68 for Dispatch to Intrado for Annual Maintenance Agreement for a total of \$9,390.92, seconded by Dave Hornung. The motion was carried by unanimous vote by Gary Koop.

ORANGE SHEETS

The Board of County Commissioners reviewed Orange Sheets Allan Robinson and Steven Webb.

Dave Hornung moved to approve the upgrade Orange Sheet for Allan Robinson and Steven Webb that have completed their trial period as described in the following information:

Allan Robinson shall receive a raise in Road & Bridge District #1 as a Step 20 Grade 1 at \$14.06 for an Annual Salary of \$29,234.55 as a Non-Exempt, full time with benefits employee,

Steven Webb shall receive a raise in Road & Bridge District #1 as a Step 20 Grade 1 at \$14.06 for an Annual Salary of \$29,234.55 as a Non-Exempt, full time with benefits employee, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

COLORADO HEART HEALTHY SOLUTIONS

The Board of County Commissioners reviewed the Colorado Heart Healthy Solutions contract with Colorado Prevention Center to improve cardiovascular health in our area by providing education, screening for CV disease risk factors and helping move into care if needed.

Dave Hornung moved to sign the Colorado Heart Healthy Solutions contract with Colorado Prevention Center for a budget of \$46,865 in 2014-15 and \$25,080 with a reduction to a .5 FTE, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

REVIEW ITEMS FOR FAIR

Cory Wall reviewed the contracts and items for the Kit Carson County Fair.

OPEN SEALED BIDS FOR ROAD PROJECT

Two bids were opened from AS & G Asphalt Maintenance and McCormick Excavation and Paving for the Kit Carson County Colorado County Road 30 Project.

Bid #1 - AS & G Asphalt Maintenance consists of Mill Current Road - \$46,057.25, Overlay 2" Asphalt - \$1,122,214.50, for a total of \$1,168,271.75.

Bid #2 - McCormick Excavation and Paving consists of Widen Road - \$156,450.00, Mill Current Road - \$92,831.20, Overlay 2" Asphalt - \$593,563.00, and Purchase Millings from the county - (\$37,260.00), for a total of \$805,584.20.

Dave Hornung moved to accept the bid from McCormick Excavation and Paving for \$805,584.20 for Kit Carson County Colorado County Road 30 Mill and Fill Project, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

JEFF CURE – COUNTY ATTORNEY WEEKLY MEETING

Jeff Cure updated the Board of County Commissioners on the proposed pumping station for Magellan pipeline and other concerns about the proposed pipeline. He has reviewed the IGA for the 2015 Election for the Kit Carson County Clerk and Recorder. Jeff has been reviewing the road right-of-way easements with neighboring counties.

The Board of County Commissioners are reviewing the new land use agreement that Jeff Cure presented. This item of business is tabled to the next meeting

Meeting adjourned at 12:00 p.m.



Gary Koop, Chairman

7-15-15

Date