

KIT CARSON COUNTY COMMISSIONERS

MINUTES SEPTEMBER 30, 2015

8:00 AM	WORK SESSION – INCLUDING CONSENT AGENDA ITEMS
10:00 AM	MEETING TO CONVENE WITH PLEDGE OF ALLEGIANCE;
1:00 PM	REVIEW & APPROVE CONSENT AGENDA ITEMS
10:00 AM	LOREN LAMBERT – McARTHUR SENIOR CENTER MEALSITE – <i>Work Session</i> <ul style="list-style-type: none">• REQUEST FOR MORE MONEY
10:30 AM	REVIEW AND APPROVE ELECTED OFFICIALS SALARIES – <i>Work Session</i>
11:00 AM	JEFF CURE – COUNTY ATTORNEY WEEKLY MEETING – <i>Work Session</i>
12:00 PM	LUNCH
1:00 PM	BETTY KANN – RED CROSS UPDATES
2:00 PM	DWIGHT FOCKE – OFFICE WORKS – COPIER BIDS
5:00 PM	MEETING TO ADJOURN WHEN BUSINESS IS COMPLETE

CONSENT AGENDA:

- Accounts Payable
- Minutes –September 23, 2015
- Side Items

NEW ITEMS:

- Intrado Purchase Order – Dispatch support
- August Financials
- VSO Report
- 2014-2015 Employer’s Unity Report
- Fairgrounds key policy
- Copier Maintenance – County Clerk’s Office

SIGNATURES:

OLD ITEMS:

- Decide on the new elected official salary increase
- Stratton Cemetery Board Opening
- Fairboard letter
- Credit Card change

EMPLOYEE ITEMS:

FYI:

NOTES:

- Reents Construction – Proof of Insurance
- VALE grant funding

The Board of County Commissioners meeting was called to order by Chairman Gary Koop at 1:00 PM. Those present were Gary Koop, Dave Hornung, Cory Wall, Della Calhoon, Tom Ridnour, Russell Young, Kerry Korsvald, Tom Satterly, Georgia Gilley, Linda Schreivogel, Wayne Armbrister, Kim Armbrister, Betty Kann, Paula Weeks, and Susan Corliss. Cory Wall led the Pledge of Allegiance.

BETTY KANN – RED CROSS UPDATES

Betty Kann, representing the Northeastern Red Cross, presented Wayne and Kim Armbrister the Outstanding Disaster Response Award on New Year’s Weekend Blizzard Shelter January 2015.

The Red Cross has an extreme need to have additional volunteers complete the training and background checks to provide assistance to Kit Carson County. An open discussion was held to review the chain of command, how to deal with animals, updated phone lists of contacts, shelters, and motels. It was determined that when the roads are closing dispatch will contact Della Calhoon, KCC Emergency Manager.

PUBLIC INFORMATION OFFICER – BACK UP

Dave Hornung moved that Della Calhoon be named the backup Public Information Officer for Kit Carson County to fill the position if Paula Weeks, PIO/Administrator, is not available, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

DWIGHT FOCKE – OFFICE WORKS – COPIER BIDS

Dwight Focke presented a review of the copiers in the county listing the age and condition of the machines with a proposed list of new copier options.

CONSENT AGENDA

The Board of County Commissioners reviewed the following items: Accounts Payables, an Account Correction, and the minutes of September 23, 2015. Cory Wall moved to pay the Accounts Payable, Accounts Correction and to approve the minutes of September 23, 2015, seconded by Dave Hornung. The motion was carried by unanimous vote by Gary Koop.

CORRESPONDENCE

The Board of County Commissioners received acceptance letter for the Vona Cemetery District Board from Rocky Stone. Dave Hornung moved to approve Rocky Stone for a 2-year term for the Vona Cemetery District Board that will expire on August 31, 2017, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

The Board of County Commissioners signed a sympathy card for the Gerald Ekberg family.

The Board of County Commissioners received the fully executed 2015 EMPG/LEMS Grant Agreement between State of Colorado Department of Public Safety Division of Homeland Security and Emergency Management.

VETERAN LETTER - FISHER

The Board of County Commissioners signed a letter of condolence for Zachary Fisher, son of Charley Bannon, as a Kit Carson County Military Veteran.

PURCHASE ORDER - INTRADO

Dave Hornung moved to approve Purchase Order #96 for the Sheriff's Department to Intrado for Dispatch software and support for a total for \$1,200.00, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

2016 CARNIVAL CONTRACT FOR GARRY MOORE AMUSEMENT

The Board of County Commissioners received the full executed 2016 Carnival Contract for Garry Moore Amusement for the Kit Carson County Fair. Dave Hornung moved to accept the Garry Moore Amusements contract for the 2016 Kit Carson County Fair Carnival to be on premises from Wednesday, July 27, 2016 to Saturday, July 30, 2016 from hours of 5:00 p.m. to 11:00 p.m. with the Operators option to be on Premises from Monday, July 25, 2016 to Saturday, July 30, 2016 from the hours of 8:00 a.m. to 12:00 a.m. (midnight) mountain time at a cost of \$4,000 and 20% of the gross receipts that Garry Moore will pay the county, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

ORANGE SHEETS

The Board of County Commissioners reviewed a Wage Change for Peggy Dunlap for the Administrator's Office.

Dave Hornung moved to approve the Wage Change Orange Sheet raise for Peggy Dunlap with the Administrator's Office to a Step 24 Grade 1 at \$15.51 for an Annual Salary of \$32,269.47 after completing the trial period, as a Non-Exempt, full time with benefits employee, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

AUGUST FINANCIALS

The Board of County Commissioners reviewed the August Financials. Dave Hornung moved to approve the August Financials, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

VSO REPORT

The VSO September Report was presented to the Board of County Commissioners to be reviewed. Dave Hornung moved to approve VSO September Report, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

2014-2015 EMPLOYER'S UNITY REPORT

The Board of County Commissioners reviewed the 2014-2015 Employer's Unity Report indicating the amount spent on unemployment cases and the success rate of winning.

STRATTON CEMETERY BOARD OPENING

The opening in the Stratton Cemetery Board was tabled to the next meeting.

ROYALTY DIRECTOR LETTER

Dave Hornung moved to send a letter to Talana Davis thanking her for the years of service to the Royalty Program with the commissioners' decision to go another way with the royalty leadership and will open it up for applications, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

OFFICE WORKS COPIER MAINTENANCE FOR CLERK & RECORDER OFFICE

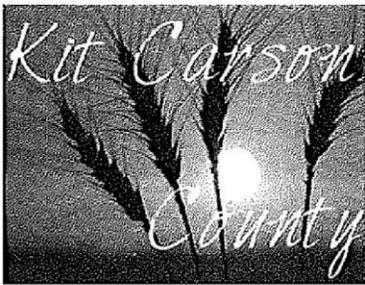
Dave Hornung moved to approve the annual copier maintenance agreement at \$0.0188 per copy for Kit Carson County Clerk and Recorder Office, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

2016 FAIR ENTERTAINMENT

Dave Hornung moved to sign the Jake Worthington contract for the 2016 Kit Carson County Fair for July 30, 2016 for the full band with a deposit of \$2,500 due with the contract and \$2,500 due at the concert at a total cost of \$5,000 for a 90 minute concert, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

FAIRGROUNDS KEY POLICY

The Board of County Commissioners approved a new policy for the keys at the fairgrounds.



BOARD OF COUNTY COMMISSIONERS

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Gary Koop,
District 1 Commissioner
Cory Wall,
District 2 Commissioner
David L. Hornung,
District 3 Commissioner

FAIR GROUNDS KEY POLICY

Effective September 25, 2015

ISSUANCE OF NEW KEYS

Fair grounds booth keys are issued and monitored by the Commissioner's office. Each key has a booth and key number engraved on it.

- Anyone checking out a key is responsible for the safe keeping of that key; and should not share their key with someone else.
- Any lost key must be reported to the Commissioner's office as soon as possible within 72 hours.
- There will be a fee of \$10.00 to replace a lost key.
- The County can request for return of the key at any time.
- Any individual whose key is lost or stolen three times in a period of one year will lose key privileges.

I fully understand that I am responsible for Key # _____ Booth # _____ and I agree to the conditions set above.

CREDIT CARD CHANGE

15-045

A RESOLUTION TO AUTHORIZE BANK OF THE WEST CREDIT CARD ACCOUNT ACCESS

The Board of County Commissioners reviewed a resolution to give authorization to their appointed Administrator, Paula Weeks, to act on their behalf to open a County Credit Card with the Bank of the West and be able to resolve disputes on said credit card. Dave Hornung moved to approve Resolution 15-045, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

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 30th day of September, 2015 there were present:

- Gary Koop..... Chairman
- David L. HornungCommissioner
- 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 AUTHORIZE BANK OF THE WEST CREDIT CARD ACCOUNT ACCESS

WHEREAS, the Kit Carson County Board of County Commissioners give authorization to their appointed Administrator, Paula Weeks to act on their behalf to open a County Credit Card with Bank of the West and be able to resolve disputes on said credit card.

NOW THEREFORE, be it resolved by the Board of County Commissioners of Kit Carson County that this access is approved for Paula Weeks with Bank of the West.

BE IT FURTHER RESOLVED THAT THIS RESOLUTION IS EFFECTIVE IMMEDIATELY THIS 30th day of September, 2015.

DONE THIS 30th day of September, 2015, at Burlington, Colorado.

Motion made by Dave Hornung, seconded by Cory Wall.

Motion carried.

Board of County Commissioners

By: [Signature]
Gary Koop, Chairman

By: [Signature]
David L. 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 30th day of September, 2015.

Susan Corliss
Susan Corliss, County Clerk



CREDIT CARD MACHINE – ADMINISTRATION OFFICE

Dave Hornung moved to approve a credit card scanner from Bank of the West for the birth and death certificates, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

REENTS CONSTRUCTION – PROOF OF INSURANCE

Reents Construction has not provided proof of insurance. The Board of County Commissioners will be contacting possible roofers to get the Carousel done before the winter season begins.

REVIEW AND APPROVE ELECTED OFFICIALS SALARIES

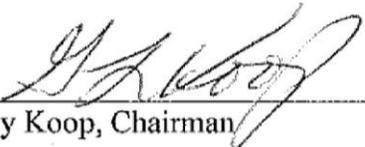
The Board of County Commissioners met with the Kit Carson County elected officials to discuss the options SB15-288 during work session.

Dave Hornung moved to send CCI the request that Kit Carson County elected officials receive the 20% increase instead of the 30% increase that passed in SB15-288, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

VALE GRANT FUNDING

Katie Kirby covered the documents that were included in the VALE Grant presented last week.

Meeting adjourned at 3:15 p.m.



Gary Koop, Chairman

10-7-15

Date