

KIT CARSON COUNTY COMMISSIONERS

MINUTES NOVEMBER 18, 2015

8:00 AM WORK SESSION – INCLUDING CONSENT AGENDA ITEMS
9:30 AM DELLA CALHOON - OEM
10:00 AM SHERIFF - PERSONNEL REQUEST FOR OT PAYOUT
10:30 AM MEETING TO CONVENE WITH PLEDGE OF ALLEGIANCE;
REVIEW & APPROVE CONSENT AGENDA ITEMS
11:00 AM JEFF CURE – COUNTY ATTORNEY WEEKLY MEETING
11:00 AM KINDRA MULCH - EVALUATION
12:00 PM LUNCH
1:00 PM JENNY McCASLAN – BURLINGTON CONSERVATION DISTRICT BUDGET REQUEST
1:30 PM KATRINA TROBEE – ONLINE DATA STORAGE – BUDGET REQUEST
2:00 PM BREANNA LIGHTLE – EMS QUOTE FROM STRYKER
3:00 PM SHERI RIDER – ROYALTY COORDINATOR INTERVIEW – *added after agenda posted*
5:00 PM MEETING TO ADJOURN WHEN BUSINESS IS COMPLETE

CONSENT AGENDA:

- Accounts Payable
- Minutes – November 10, 2015
- Side Items
 - Subdivision Exemptions – Planning Board

NEW ITEMS:

- Royalty Applications
- Vehicle bids
- Liquor License for new business
- Purchase Order for water meter – landfill
- Assessor's report

SIGNATURES:

OLD ITEMS:

- Follow up with Grace Manor – *Tabled until an in-person meeting*
- Follow up on Rural Philanthropy Days – Call Randy Schafer

EMPLOYEE ITEMS:

- Orange Sheet - Tillitson

FYI:

NOTES:

The Board of County Commissioners meeting was called to order by Chairman Gary Koop at 9:25 AM. Those present were Gary Koop, Dave Hornung, Cory Wall, and Susan Corliss. The meeting began with the Pledge of Allegiance.

CONSENT AGENDA

The Board of County Commissioners reviewed the following items: Assessor's June - October Report, Accounts Payables and the minutes of November 10, 2015. Dave Hornung moved to approve the minutes of November 10, 2015 and Assessors Report, and to pay the Accounts Payables, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

LIQUOR LICENSE FOR NEW BUSINESS

Cory Wall moved to schedule a public hearing for a new Liquor License for Starla and Amanda Walkinshaw at 555 Rose Avenue, Burlington, Colorado, on December 15th, at 8:00 a.m. in the Kit Carson County Commissioners Room in the courthouse, seconded by Dave Hornung. The motion was carried by unanimous vote by Gary Koop.

PURCHASE ORDERS

Dave Hornung moved to approve the Purchase Order #114 for the Landfill to Geotech for a water meter for a total of \$830.34, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

Dave Hornung moved to approve the Purchase Order #115 for the Victims Assistance Program to Galls for 16 sweatshirts for a total of \$658.00, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

ORANGE SHEET – BRIDGET TILLITSON - GROUNDS AND BUILDINGS

The Board of County Commissioners reviewed Bridget Tillitson as Janitor for the Grounds and Buildings.

Dave Hornung moved to approve the Raise Change for Bridget Tillitson as the Janitor of the Grounds and Buildings from Grade 15 Step 1 at \$12.06 per hour for an annual wage of \$25,086.49 full time Exempt employee with benefits, to the new salary at Grade 26 Step 0 at \$12.50 per hour for an annual wage of \$26,000.00 full time Exempt employee with benefits, which is Ineligible for January 1st raise, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

DELLA CALHOON – OEM

Della Calhoon reported to the Board of County Commissioners how the blizzard and closed roads situation was handled last night. There were 3 people that stayed at the Old Town Barn with their animals and 22 people that stayed at the Red Cross Shelter located at the Burlington Activities Building. The town was full of trucks including at the fairgrounds until the roads reopened this morning.

SHERIFF - PERSONNEL REQUEST FOR OVER-TIME PAYOUT

Tom Ridnour presented a list of the employee comp time building up in the Sheriff's Department. Tom would like to have over-time for October paid because of the department being short staffed.

Dave Hornung moved to pay the over-time for the Sheriff's Department to Robert Aaron, William Sauers II, Skyler Weisshaar, William Willis, Tyler Zerger, Jon Cisneros, Robert Furrow, Shane Laverenz, Darrin Newberry, and Chelsea Flynn, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

ROYALTY APPLICATIONS

The Board of County Commissioners reviewed the two applications that were received for the Royalty Coordinator. Interviews will be set up with Sheri Rider and Monica Weiland.

SUBDIVISION EXEMPTIONS

The Board of County Commissioners reviewed the Subdivision Exemptions that were approved by the Planning Board for Galen & Pauline Durham, Diane Witzel, James D. Miller, and Vicky J. Kosch.

Dave Hornung moved to approve the subdivision exemption on the NE1/4 of 2-8-43 of 8.65 acres to Galen & Pauline Durham, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

Dave Hornung moved to approve the subdivision exemption on the SE1/4 of 8-7-42 and NE1/4 17-7-42 of 18.53 acres to Diane Witzel, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

Dave Hornung moved to approve the subdivision exemption on the SW1/4 of 19-9-47 of 6.32 acres to James D. Miller, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

Dave Hornung moved to approve the subdivision exemption on the NW1/4 of 1-9S-48W of 19.12 acres to Vicky J. Kosch, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

KINDRA MULCH

Kindra Mulch has been working on bids for flooring options for the Annex Building. She presented the Board of County Commissioners with two flooring options from the Burlington Home Center and installation bid from Laverenz Flooring. The Board of County Commissioners tabled this item for review.

JEFF CURE – COUNTY ATTORNEY WEEKLY MEETING

Jeff Cure reviewed a few items with the Board of County Commissioners.

BOARD OF COUNTY COMMISSIONERS EXECUTIVE SESSION UNDER CRS 24-6-402 (2) (A) (d.5) (I) (B) MOTION TO GO INTO EXECUTIVE SESSION AT 11:23 AM WAS MADE BY DAVE HORNUNG, SECONDED BY CORY WALL. THE MOTION WAS CARRIED BY UNANIMOUS VOTE BY GARY KOOP.

MOTION TO COME OUT OF EXECUTIVE SESSION AT 12:04 PM WAS MADE BY DAVE HORNUNG, SECONDED BY CORY WALL. THE MOTION WAS CARRIED BY UNANIMOUS VOTE BY GARY KOOP.

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

The Board of County Commissioners reconvened at 1:10 p.m. Those present were Gary Koop, Cory Wall, Dave Hornung, Jenny McCaslan, Bruce Unruh, Fred Wedel, and Susan Corliss.

JENNY McCASLAN – BURLINGTON SOIL CONSERVATION DISTRICT

Jenny McCaslan, Bruce Unruh, and Fred Wedel presented information about the programs that the Burlington Soil Conservation District did during the last year: tree purchase program, educate agriculture users, cover crops, 6th Grade Poster Contests, 3rd & 4th Grades – Arbor Day Coloring Contest, Preschool – small program and a seedling tree, Conservation Camp in the summer, reseeding grass for land owners and the Soil Health Workshop. The Burlington Soil Conservation District thanked the Board of County Commissioners for their support in the past and the use of the fairground buildings for the tree storage and delivery in the spring. The upcoming Soil Health Workshop on February 8, 2016, will be at the Burlington Community Center with Gabe Brown as the featured speaker. The Burlington Soil Conservation District

requested \$2,000 for this event and the other programs, if possible an additional \$500 would be greatly appreciated. The Board of County Commissioners will consider the requests during the final budget.

VEHICLE BIDS

The Board of County Commissioners reviewed the bids received for the Road and Bridge pickups from Burlington Auto Solutions, Burlington Ford-Mercury, and Vince's GM Center.

KATRINA TROBEE – ONLINE DATA STORAGE

Katrina Trobee explained the condition of the present Netgear Backup Server that is approximately five years old. The backup server has about 1.8T of storage made for home use and that is requiring a lot of maintenance.

Cory Wall moved to approve the Purchase Order #116 for the IT Department to DHE for Netgear Ready NAS 2120 Backup Server with 3.5T of storage for a total of \$1,385.00, seconded by Dave Hornung. The motion was carried by unanimous vote by Gary Koop.

BREANNA LIGHTLE – EMS QUOTE FROM STRYKER

Breanna Lightle presented a proposed maintenance agreement from Stryker for the new Power Lift and a quote for the PowerLoad for the new ambulance. Breanna will check with Stryker on when the maintenance agreement needs to be signed. The Board of County Commissioners approved the PowerLoad quote for the 2016 Budget.

The Board of County Commissioners reviewed the ambulance inspections for the annual certification on each ambulance.

SHERI RIDER – ROYALTY COORDINATOR INTERVIEW

The Board of County Commissioners interviewed Sheri Rider for the Royalty Coordinator. A review of the past two years' expenses for the Royalty program and a proposed set of rules were requested of Sheri if selected as the new coordinator.

RANDY GORTON – LANDFILL WELLS

Randy Gorton expressed a concern of the wells at the landfill. The well located on the northeast corner is considered dry. It was determined that ordering pumps at this time was not a good idea until the wells situation has been figured out.

The Board of County Commissioners meeting adjourned at 4:00 p.m.



Gary Koop, Chairman



Date

**KIT CARSON COUNTY BOARD OF COUNTY
COMMISSIONERS ATTESTATION**

DATE AND TIME OF EXECUTIVE SESSION 11/18/15 11:23 a.m. - 12:04 p.m.

Attorney Attestation:

I, Jeffrey M. Cure, hereby attest that the portion of the executive session during which the recorder was directed not to take minutes which constituted a privileged attorney-client communication.

Jeffrey M. Cure
County Attorney's signature

11/18/15
Date

Commissioner Attestation:

I, Gary L. Koop, hereby attest that the portion of the executive session during which no minutes were taken was confined to a topic authorized for discussion in an executive session.

Gary L. Koop
Chairman's Signature

11-18-15
Date