

KIT CARSON COUNTY COMMISSIONERS

MINUTES JANUARY 6, 2016

8:00 AM WORK SESSION – INCLUDING CONSENT AGENDA ITEMS
10:30 AM MEETING TO CONVENE WITH PLEDGE OF ALLEGIANCE;
REVIEW & APPROVE CONSENT AGENDA ITEMS
10:30 AM DELLA CALHOON – OEM – QUARTERLY REPORT
11:00 AM JEFF CURE – COUNTY ATTORNEY
12:00 PM LUNCH
1:00 PM WORK SESSION
5:00 PM ADJOURN

CONSENT AGENDA:

- Accounts Payable
- Minutes – December 30, 2015
- Side Items
 - Payroll

NEW ITEMS:

- Ambulance Certifications
- Request for Interim Director's Credit Cards

PURCHASE ORDERS:

- #134 – Sheriff DHE (2) Lenovo Think Stations and RAM
- #135 – Property Info – Clerk – Software, Licenses, & setup
- #136 – Complete Wireless – Dispatch – software license
- #137 – Intrado – Dispatch – new IP phone
- #138 – Intrado – Dispatch – GIS Map Flex
- #139 – Rush Truck Center – Model 567 Peterbilt Tractor

MONTHLY REPORTS:

- Treasurer's December Financials
- Assessor's Quarterly Report
- November Ambulance Report

OLD ITEMS:

- Review Draft Reorg

PERSONNEL ITEMS:

- Krista Davis – Resignation letter

FYI:

TABLED:

- MOU with Burlington Fire Department
- NextEra Bond
- CCI Voting Proxy for 2016

The Board of County Commissioners was called to order by Chairman Gary Koop at 10:30 A.M. in the Kit Carson County Courthouse Board of County Commissioners Room. Cory Wall led the American Pledge of Allegiance. Those present were Gary Koop, Dave Hornung, Cory Wall, Paula Weeks, Susan Corliss, and Della Calhoon.

DELLA CALHOON – OEM – QUARTERLY REPORT

Della Calhoon presented the Emergency Management Fourth Quarter Report that she will be submitting.

Dave Hornung moved approve and sign the Quarterly Reimbursement Request and Financial Report EMPG/LEMS Expenses for the 4th Quarter – September 2015 to December 2015, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

Della Calhoun presented the 2016 Calendar Year 2016 EMPG-LEMS Grant Activities Work Plan.

Dave Hornung moved to allow Della Calhoun to attend the 2016 Colorado Emergency Management Academy Program on May 10-12, 2016, in Centennial, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

JEFF CURE – COUNTY ATTORNEY

Jeff Cure reviewed the recording system letter for the Clerk and Recorder for the change of systems. Personnel matters were discussed. Jeff is still working on the new Subdivision Exemption and County Land Use with possible new fees that will be discussed at a later meeting.

MOU WITH BURLINGTON FIRE DEPARTMENT

Dave Hornung moved to sign a MOU with the Burlington Volunteer Fire Department concerning the Kit Carson County ambulances, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

The Board of County Commissioners recessed at 12:00 p.m. for lunch and returned for work session at 1:05 p.m.

The Board of County Commissioners reconvened at 2:30 p.m. Those present were Gary Koop, Dave Hornung, Cory Wall, Paula Weeks and Susan Corliss.

CONSENT AGENDA

The Board of County Commissioners reviewed the following items: the minutes of December 30, 2015, and Accounts Payables.

Dave Hornung moved to approve the minutes of December 30, 2015, and to pay the Accounts Payables for 2015 and 2016, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

#16-001 - ROAD & BRIDGE DOT PHYSICAL POLICY

The Board of County Commissioners reviewed the County Health Pool Policy that pays 100% of DOT medical examines but does not cover employees that need to have annual physicals.

Changes to the **Federal Motor Carrier Safety Regulations** for DOT Physicals state that some health conditions would require annual renewal of a driver's medical card instead of every two years.

Currently, our County Health Pool policy will pay 100% every two years for a driver's DOT physical. They will not pay for a DOT physical yearly, which leaves the driver responsible for the cost of the additional physical.

As a condition of your employment with Kit Carson County, we realize that you are required to have a DOT medical card to maintain your CDL. Therefore, if you are required to have an annual DOT physical, the county will reimburse you for that additional cost, up to \$200.00.

The following procedure must be followed to be eligible for reimbursement:

1. At the time of your scheduled DOT physical, you must give the Dr. the paper form to file the claim. Electronic claims are not accepted for this physical.
2. Even if you know this is the physical that the insurance will deny, you still must submit the claim. This insures that you will get the insurance write-off.
3. After you have paid the Medical facility for the cost of your physical, bring the EOB to the Administration office, with a signed voucher for reimbursement. This amount may have been applied to your deductible. If your deductible has already been met, this would go to your out of pocket. Either way, you will still get reimbursed.
Under no circumstances will Kit Carson County pay your medical facility directly. Do not tell them to “bill this to the County.”

Dave Hornung moved to approve the Road & Bridge DOT Physical Policy with #16-001 to reimburse Road & Bridge DOT Physicals when necessary, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

PERSONNEL ITEMS

Krista Davis submitted a second resignation letter with a different final date of employment. The Board of County Commissioners reviewed the letters and determined that they accepted the first letter with January 8, 2016 as her final date of employment.

AMBULANCE CERTIFICATIONS

The Board of County Commissioners reviewed the documentation on seven ambulances for the Kit Carson County Ambulance Service for the 2016 Ambulance Certification.

Dave Hornung moved to approve certification for Kit Carson County the Burlington Shed - Advance Life Support KC-1, Basic Life Support KC-2, KC10, KC11, and KC12 and Stratton Shed - Advance Life Support KC-3 and Basic Life Support KC-4, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

TRUCK BIDS FOR DISTRICT 2

The Board of County Commissioners reviewed bids for a truck for Road & Bridge District 2 for 2016:

Rush Truck Center for a 2016 Peterbilt Model 567 Tractor for a base amount of \$128,069.00. District 2 will be trading in 2000 Freightliner Tractor VIN #1FUVDSEB9YLG35429 for \$8,000.00 for a total balance of \$120,069.00.

Wagner CAT – rejected was 2016 CT660S SBA 6x4 Bottom Dump Truck for \$129,112.98 trade in \$31,000.00 for a total balance of \$98,112.98.

Cory Wall moved to accept the Rush Truck Center bid for a 2016 Peterbilt Tractor for Road & Bridge District 2, seconded by Dave Hornung. The motion was carried by unanimous vote by Gary Koop.

PURCHASE ORDERS

Cory Wall moved to approve Purchase Order #134 for the Sheriff Department to DHE for two Lenovo Think Stations and RAM Quote #13856 for a total of \$2,907.00, seconded by Dave Hornung. The motion was carried by unanimous vote by Gary Koop.

Cory Wall moved to approve Purchase Order #135 for the Clerk and Recorder Office to PropertyInfo for County Fusion recording system for a total of \$53,430.00, seconded by Dave Hornung. The motion was carried by unanimous vote by Gary Koop.

Cory Wall moved to approve Purchase Order #136 for the Sheriff – Dispatch to Complete Wireless for Software License for a total of \$825.00, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

Cory Wall moved to approve Purchase Order #137 for the Sheriff – Dispatch to Intrado for new IP phone Quote #1281 for a total of \$1,980.00, seconded by Dave Hornung. The motion was carried by unanimous vote by Gary Koop.

Cory Wall moved to approve Purchase Order #138 for the Sheriff – Dispatch to Intrado for GIS Map Flex Quote #6145 for a total of \$3,000.00, seconded by Dave Hornung. The motion was carried by unanimous vote by Gary Koop.

Cory Wall moved to approve Purchase Order #139 for the Road & Bridge District 2 to Rush Truck Center for Model 567 Peterbilt Tractor for a total of \$120,069.00, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

TREASURER’S SEMI-ANNUAL REPORT

SEMI ANNUAL REPORT OF KIT CARSON COUNTY TREASURER

JULY 01, 2015 THRU DECEMBER 31, 2015

FUND	REVENUES					DISBURSEMENTS				ENDING BALANCE
	BEGINNING BALANCE	CUR+DELTA INT REC'D & PLAN	RENT COLLECT & REDEMPTIONS	SPCC OWN ACCT ADD REC/AIR	ADD REGISTRAT COR TAX	TREASURERS IN REC/ADD REC PAID	MARKETS PAID	TREASURERS FEES	TREASURERS INT REVENUE & PENALTY	
COUNTY PUBLIC SCHOOLS	0.00									0.00
COUNTY GENERAL FUND	4,330,883.82	145,033.12	397,531.45	241,401.25	119,477.99	-2,321,959.58	-7,610.95	-342.46		2,889,156.79
KIT CARSON CITY PUBLIC HEALTH AGENC	-56,482.47		636,166.05			-646,771.73	-6,341.66			-43,430.81
CONTINGENT	304,517.54									304,517.54
ROAD & BRIDGE	2,898,861.87	41,255.73	2,437,872.85	84,461.49		-1,236,220.06	-15,443.20			2,310,889.89
KIT CARSON COUNTY HEALTH SERVICE	42,677.03	16,954.63		28,180.42						4,961.25
AMBULANCE	-137,164.71		261,452.32		87,171.00	-282,347.52	-1,824.53		-102,796.03	-32,562.84
SOCIAL SERVICES	139,287.64	2,681.89	385,738.66	5,864.77		-432,153.33				107,371.43
EXTENSION OFFICE FUND	0.00									0.00
CAPITAL EXPENDITURES	83,054.28	2,953.17		1,548.50		-1,703.00	-158.40			84,352.35
CONSERVATION TRUST	40,452.44		10,472.10			-18,946.72				33,977.82
SOLID WASTE	804,382.32	11,249.50	131,853.23	22,691.92		-277,591.62	-1,431.32			850,489.48
CLEARING ACCOUNT	4,874.69		325,737.64							330,712.33
PRION COLLECTED TREES	129.28									129.28
TAYLOR GRAZING ACT	188.95									188.95
WORK VEHICLE/CLEARING REIC CLEARING	125,706.69		819,548.13			-828,566.45				116,688.37
SPECIFIC OWNERSHIP TAX	0.00			734,899.47					-734,899.47	0.00
ADDITIONAL REGISTRATION FUND	7,429.40				25,910.30				-28,889.30	4,250.40
REDEMPTIONS	421.51		68,410.10						-68,410.10	421.51
ASSURANCE FUND	234.42									234.42
TREASURER CREDIT CARD	0.00								-4,440.00	7,185.00
PUBLIC TRUSTEE ELECTION FUND	7,215.00		4,410.00							11,625.00
TREASURERS FEE	0.00		16,775.04			38,095.90				-56,870.94
CLEARING FEE	0.00		133,412.94							-133,412.94
GRAVITY FEE	52,353.49		24,182.35							-14,165.11
BURLINGTON	55,724.23	14,328.43		21,935.44		15,871.52	-482.94	-104,562.66		4,829.22
KEYSBORO	678.55	109.35		229.23		734.30	-4.41	-1,405.43		153.29
STRATTON	23,790.44	3,738.42		7,013.44		2,988.28	-84.96	-10,363.19		2,083.83
YONA	738.11	362.42		439.04		439.50	-7.25	-1,043.15		124.67
STRATTON	2,319.52	973.25		1,334.81		897.71	-29.00	-5,164.12		290.27
FLAGLER	15,423.12	4,528.38		7,538.70		2,523.80	-247.48	-28,340.54		1,525.97
FAIRVIEW CEMETERY	7,808.07	1,610.79		3,504.10			-49.33	-12,314.24		420.37
STRATTON CEMETERY	1,300.47	427.51		322.16			-12.52	-2,128.13		89.49
YONA CEMETERY	1,039.39	387.43		429.91			-11.63	-1,761.56		73.52
STRATTON CEMETERY	1,022.10	488.31		488.34			-14.94	-1,962.98		82.19
FLAGLER CEMETERY	1,834.40	1,286.15		1,539.26			-38.57	-4,440.20		283.94
BURLINGTON FIRE	29,810.10	4,283.44		13,128.42			-184.12	-45,829.37		2,322.67
STRATTON FIRE	4,811.41	2,433.47		2,752.97			-72.43	-11,423.27		482.95
YONA FIRE	4,094.23	1,244.44		1,580.09			-57.34	-4,404.84		276.66
STRATTON FIRE	5,094.79	2,340.68		2,264.90			-74.81	-9,449.28		397.29
FLAGLER FIRE	1,644.10	980.05		1,249.40			-29.39	-1,431.73		128.33
FLAGLER SANITATION	0.00									0.00
PLAINS GROUND WATER	1,891.99	1,930.35					-57.91	-3,744.43		0.00
REPUBLICAN RIVER WATER CD	22,771.79	30,341.49					-2,714.26	-128,403.82		0.00
ANTHRAKES GROUND WATER	550.68	174.66		333.00			-5.31	-905.98		26.05
YONA RES/BOND	87,126.00	71,945.80	2,564.10	144,149.20			-202.95	-282,228.18		23,957.93
YONA RES/BOND REDEMPTION	-14.74	2,330.25						-2,330.25		0.00
FLAGLER RES/GENERAL	4,334.31	19,110.41	18,265.20	23,172.20			-47.78	-83,569.72		4,268.97
FLAGLER RES/BOND REDEMPTION	1,793.78	5,227.82	5,355.71	4,473.44				-18,027.52		1,223.24
SI-PLAINS RES/GENERAL	15,104.20	32,894.74		33,394.11				-81.45		3,851.99
SI-PLAINS RES/BOND REDEMPTION	5,819.04	12,490.21		12,758.66				-18,190.10		2,235.83

STRATTON #4/GENERAL	24,042.34	24,990.00	37,682.32	-67.45	-64,022.88	4,394.35
STRATTON #4/BOND REDEMPTION	0.00					0.00
STURROVE #5/GENERAL	20,424.55	6,602.27	22,984.16	-21.04	-37,777.47	4,024.35
LIBERTY J-4/GENERAL	1,382.68	3,213.27	2,731.79	-13.52	-6,835.53	478.19
LIBERTY J-4/BOND REDEMPTION	41.59		442.33		-423.81	77.31
ITALIA #2/GENERAL	17.39	-412.03	35.86	1.13	403.93	4.28
ITALIA #2/BOND REDEMPTION	4.30	432.03	30.86		-461.79	5.40
CSO PASS THROUGH ACCOUNT	0.00					0.00
E 911 FUND	85,439.43		58,953.41		-44,132.78	99,470.72
KIT CARSON COUNTY FACILITIES CORP	24,211.88					18,211.88
KIT CARSON COUNTY CAROUSEL	0.00					0.00
GRAND TOTALS	8,271,232.37	543,842.98	4,642,160.44	1,477,398.94	23,110.50	248,182.00
					-4,058,396.79	-38,095.90
						-2,120,185.05
						7,048,478.49

SEMI-ANNUAL FINANCIAL STATEMENT OF THE
KIT CARSON COUNTY TREASURER
FURNISHED TO THE BOARD OF COUNTY COMMISSIONERS
FOR A PERIOD BEGINNING July 1 2013
THROUGH Dec. 31, 2013

Filed in my office this 6th day
of Dec. 2014
Susan Carliss
County Clerk



I, Pamela J Mills, County Treasurer in and for
the County of Kit Carson, the State of Colorado
hereby certify that the foregoing is a true and
just copy of the fund balances, receipts, and
disbursements of my office, to the best of my
knowledge and belief at the close of business
on 11 2013
Respectfully submitted
Pamela J. Mills
County Treasurer in and for
The County of Kit Carson County, Colorado
Reviewed and examined by the Board of County
Commissioners this 6th day of Dec 2014
Chairman

Dave Hornung moved to approve the Treasurer's Semi Annual, seconded by Cory Wall.
The motion was carried by unanimous vote by Gary Koop.

TREASURER'S DECEMBER FINANCIALS

MONTHLY REPORT OF ACTIVITY IN THE VARIOUS COUNTY FUNDS

MONTH ENDING DECEMBER 31, 2015

FUND	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	ENDING BALANCE
County General	\$ 3,248,768.10	\$ 10,112.80	\$ (359,724.20)	\$ 2,899,156.70
KCC Public Health Agency	\$ (89,339.76)	\$ 90,348.39	\$ (94,439.44)	\$ (93,430.81)
Contingent	\$ 204,517.54	\$ -	\$ -	\$ 204,517.54
Road and Bridge	\$ 2,391,161.59	\$ 135,416.85	\$ (215,889.76)	\$ 2,310,688.68
Ambulance	\$ (205,297.65)	\$ 51,582.49	\$ 61,212.32	\$ (92,502.84)
Social Services	\$ 109,212.14	\$ 63,484.33	\$ (70,325.04)	\$ 102,371.43
Capital Expenditures	\$ 86,198.95	\$ 353.78	\$ (0.38)	\$ 86,552.35
Conservation Trust	\$ 28,948.47	\$ 5,029.35	\$ -	\$ 33,977.82
Solid Waste	\$ 902,416.14	\$ 26,256.07	\$ (37,991.75)	\$ 890,680.46
E-911	\$ 96,561.75	\$ 10,434.93	\$ (7,325.96)	\$ 99,670.72
KCC Facilities Corp	\$ 18,211.88	\$ -	\$ -	\$ 18,211.88

Respectfully Submitted,

Pam Mills
Kit Carson County Treasurer

Cory Wall moved to approve the Treasurer's December Financials, seconded by Dave Hornung.
The motion was carried by unanimous vote by Gary Koop.

ASSESSOR'S QUARTERLY REPORT

The Board of County Commissioners reviewed the Assessor's Fourth Quarter Report.
Cory Wall moved to accept the Assessor's Fourth Quarter Report, seconded by Dave Hornung.
The motion was carried by unanimous vote by Gary Koop.

NOVEMBER AMBULANCE REPORT

The Board of County Commissioners reviewed the November Ambulance Report.

Cory Wall moved to accept the November Ambulance Report, seconded by Dave Hornung. The motion was carried by unanimous vote by Gary Koop.

REQUEST FOR INTERIM DIRECTOR'S CREDIT CARDS

The Board of County Commissioners reviewed the need for credit cards for the Interim Directors.

Dave Hornung moved to approve credit cards for Shelley Hornung as Interim Director of Human Services and Dawn James as Interim Director of Public Health, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

2016 ROAD & BRIDGE EQUIPMENT BIDS

The Board of County Commissioners reviewed bids for the graders for 2016 from Wagner CAT and John Deere HONNEN. The bids from HONNEN were rejected.

Dave Hornung moved to purchase the following motor graders as follows:

District 1 – 2015 Wagner Caterpillar Model: 140M3 AWD Motor Grader Stock Number – unavailable; Serial Number – unavailable; and SMU - unavailable with the Trade Value: CAT 140M B9D01245 for \$102,000. The Warranty & Coverage of 12 Months Unlimited Hours, Parts and Labor (Travel Time included for the first 6 months), and Extended Coverage of Governmental 5 year / 5000 Hour Premier Extended Coverage Plan. The Total after Trade Allowance is \$167,000.00.

District 2 – 2015 Wagner Caterpillar Model: 140M3 AWD Motor Grader Stock Number – 436728; Serial Number – 0N9J00213; and SMU - 11 with the Trade Value: CAT 140H APM03373 for \$92,000. The Warranty & Coverage of 12 Months Unlimited Hours, Parts and Labor (Travel Time included for the first 6 months), and Extended Coverage of Governmental 5 year / 5000 Hour Premier Extended Coverage Plan. The Total after Trade Allowance is \$173,000.00.

District 3 – 2015 Wagner Caterpillar Model: 140M3 AWD Motor Grader: Stock Number – 437429; Serial Number – 0N9J00249; and SMU - 86 with the Trade Value of the Motor Grader: CAT 143H 1AL01230 for \$60,000. The Warranty & Coverage of 12 Months Unlimited Hours, Parts and Labor (Travel Time included for the first 6 months), and Extended Coverage of Governmental 5 year / 5000 Hour Premier Extended Coverage Plan. The Total after Trade Allowance is \$205,000.00.

The motion was seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

The Board of County Commissioners reviewed bids for a loader for 2016 from Wagner CAT. Dave Hornung moved to purchasing the following loader for Road & Bridge District 1:

District 1 – 2015 Wagner Caterpillar Model: 950M Wheel Loader: Stock Number – 442783 with Warranty & Coverage of 12 Months Unlimited Hours, Parts and Labor (Travel Time included for the first 6 months), and Extended Coverage of Governmental Premier Full Machine 5 Years or 4000 Hours for a total cost of \$216,000.00, with the 2002 Caterpillar (AA) 4PW00578 loader being sold to McCormick Excavation and Paving for \$56,000, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

PICKUP BIDS FOR ROAD AND BRIDGE

The Board of County Commissioners reviewed bids for Road & Bridge pickups, one for each district for 2016, from Burlington Auto Solutions, Vince’s GMC Center, and Burlington Ford.

Burlington Auto Solutions submitted the following:

2016 Ram 1500 Reg Cab 4x4 (V6) for \$22,819.00

2016 Ram 1500 Reg Cab (V8) 4x4 for \$24,172.00

2016 Ram 2500 Reg Cab 4x4 (V8) for \$23,906.00 – District 2 Selected

Vince’s GMC Center

2016 ½ ton, Regular Cab, Long Box, 4WD 5.3L V8 for \$25,191.91 – District 1

2016 ½ ton, Regular Cab, Long Box, 4WD 4.3L V6 for \$24,195.46

2016 ½ ton, Regular Cab, Long Box, 4WD 6.0L V8 for \$27,905.20

Burlington Ford

2016 F250 4x4 R/C 6.2L V8 for \$27,036.00

2016 F250 4x4 R/C 6.2L V8 for \$28,836.00

2016 F150 4x4 R/C 3.5L V6 for \$22,752.00 – District 3 Selected

2016 F150 4x4 R/C 3.5L V6 for \$24,158.00

2016 F150 4x4 R/C 2.7L V6 for \$24,838.00

2016 F150 4x4 R/C 5.0L V8 for \$25,523.00

Cory Wall moved to purchase the following pickups for Road & Bridge: District 3 - 2016 F150 4x4 R/C 3.5L V6 for \$22,752.00, District 2 - 2016 Ram 2500 Reg Cab 4x4 (V8) for \$23,906.00, and District 1 - 2016 ½ ton, Regular Cab, Long Box, 4WD 5.3L V8 for \$25,191.91, seconded by Dave Hornung. The motion was carried by unanimous vote by Gary Koop.

ORANGE SHEETS – HHS

The Board of County Commissioners reviewed new hire Orange Sheets for Judi Mitchek and Lisa House.

Dave Hornung moved to approve the New Hire for Judi Mitchek for HHS in Prenatal 0.13, Family Planning 0.13, and WWC 0.14 at \$30.00 per hour for no more than 16 hours per week for a total wage of \$12,480.00 as a Part Time Employee for a six month period ending June 30, 2016, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

Dave Hornung moved to approve the New Hire for Lisa House for HHS in Nursing 0.21, Prenatal 0.1, CVP 0.2, Family Planning 0.1, Health Promotions 0.29, and WWC 0.1 at \$23.08 per hour for an annual wage of \$48,000.00 as a Full Time Employee with Benefits with a Probation Period of 6 months ending on July 5, 2016, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

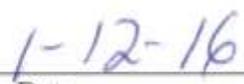
REVIEW DRAFT REORG

The Board of County Commissioners reviewed the draft of the reorganization plan for January 12, 2016.

The Board of County Commissioners adjourned at 4:15 p.m.



Gary Koop, Chairman



Date