

KIT CARSON COUNTY COMMISSIONERS

MINUTES FEBRUARY 10, 2016

8:00 AM	PRE-DEPARTMENT HEAD MEETING
8:30 AM	DEPARTMENT HEAD MEETING – TERRY HUBBELL HOST <ul style="list-style-type: none">• STRATEGIC PLANNING MEETING
10:00 AM	WORK SESSION – INCLUDING CONSENT AGENDA ITEMS
10:30 AM	MEETING TO CONVENE WITH PLEDGE OF ALLEGIANCE; REVIEW & APPROVE CONSENT AGENDA ITEMS
11:00 AM	JEFF CURE – COUNTY ATTORNEY
12:00 PM	LUNCH
1:00 PM	GEORGE TINKER – CTSI LOSS ANALYSIS FOR CAPP/CWCP
1:30 PM	VALERIE RHOADES & KARI LINKER – MORGAN COMMUNITY COLLEGE <ul style="list-style-type: none">• COLORADO OPPORTUNITY SCHOLARSHIP INITIATIVE DISCUSSION
2:00 PM	TROY MCCUE – LINCOLN COUNTY <ul style="list-style-type: none">• REGIONAL SCHOLARSHIP SECTORS WELLNESS REGIONAL 5
2:30 PM	BREANNA LIGHTLE – NEW VOLUNTEER APPLICATION
5:00 PM	ADJOURN

CONSENT AGENDA:

- Minutes – February 3, 2016
- Accounts Payable
- Side Items

NEW ITEMS:

- Rescind Resolution #16-001 CDL-DOT Physicals
- Letter from Martin Marietta
- Thank You to CTSI
- Rocky Mt. Rodeo Contract for Stock at rodeo – Same price as 2015

PURCHASE ORDERS:

- #159 – Sanofi – Preorder Flu Vaccine for fall 2016 - \$19,996.76
- #160 – Merck – ProQuad Vaccine - \$1,798.75
- #161 – GSK – DTAP, Pediarix, Hep A, Hep B Vaccine - \$1,555.50

MONTHLY REPORTS:

- Clerk's January Report
- Treasurer's January Report
- January CAPP/CWCP Report

OLD ITEMS:

- Received back fully executed Wildfire Protection Plan and Agreement

PERSONNEL ITEMS:

- Della Calhoon – EPR/OEM
- John Graham – 1 year anniversary
- Sheldon Tatkenhorst – 6 months anniversary

FYI:

- Department Head Meeting – notes for Strategic Plan
- Breanna – Transfers from Grace Manor
- Generator testing schedule
- PreConstruction Conference at the Tamarack Golf located at 50772 State Highway 71, Limon, CO
Feb 25, 2016 at 10:00 a.m.
- Opinion on NALBOH membership
- Colorado Rural Philanthropy Days meeting at Spices on the Green, February 26, 9:30-11:00 a.m.

TABLED:

DEPARTMENT HEAD MEETING

Meeting was hosted by Terry Hubbell opened at 8:45 a.m. in the Ambulance Building meeting room. Those present were Terry Hubbell, Paula Weeks, Dave Hornung, Gary Koop, Cory Wall,

Breanna Lightle, Randy Gorton, Jason Richardson, Della Calhoon, Pam Mills, Dawn James, Shelley Hornung and Patty Witzel. The meeting started with the Pledge of Allegiance.

Terry Hubbell stated that he is looking for part-time help that have a certified operator's license for spraying. At the end of February he will start with the bridges and culverts, if weather permits.

Breanna Lightle stated the ambulance from last year's grant is in the beginning stages of being built with the delivery date in the middle of May. We did get that on 10% waiver.

Abbey Mullis said all is good in her office. Potential for more development in and around the Burlington area.

Shelley Hornung stated Human Services is very busy. Everyone including herself is waiting for decision from the Board for Leadership.

Randy Gorton stated that the snow did not bother them too much. The state is pushing for new regulations that may include diverting waste volumes through recycling and regionalizing landfills.

Della Calhoon has been very busy with weather conditions. There is progress in communications. She met with Burlington Middle School for fire drills and need to review. There is a Management Mobilization meeting that will be March 28, 2016 in Fort Morgan. Making headway with Town of Seibert, hope to have complete by 2017. Also Della has been taking classes on line.

Dawn James has been busy with evaluation of immunization program, 5000 immunizations were administered last quarter which included the influenza campaign. Public Health has a new nurse, Lisa House. She has replaced Vicky Kosch. We will be conducting an Emergency Preparedness and Response functional exercise on March 2nd. This exercise will encompass all of the northeast region that includes 11 counties. Kit Carson County will be activating the Department Operations Centers located at the health department and the hospital. The County EOC will also be tested.

Jason Richardson has been busy moving snow.

Paula Weeks stated her office met all deadlines for 2015. The audit will be May 9-12, 2016.

Pam Mills has been busy taking tax money. First deadline is coming up on February 29, 2016.

Patty Witzel stated that all employees are getting certified or re-certified for elections plus all departments are busy.

Cory Wall thanked Jason Richardson for all his work, it is much appreciated. Cory has been attending and working with leadership teams at the Health & Human Services.

Gary Koop has been dealing with snow when since the wind quit blowing. District #1 has received a new grater and a new pickup.

Dave Hornung shared that his foreman is out for medical reasons.

The 2016 Draft Strategic Plan was gone over by all in attendance.

Next meeting is March 9, 2016, with Assessor - Abbey Mullis Hosting.

The Board of County Commissioners was called to order by Chairman Cory Wall at 10:30 A.M. in the Kit Carson County Courthouse Board of County Commissioners Room. Those present were Cory Wall, Gary Koop, Dave Hornung, Paula Weeks, and Patty Witzel.

CONSENT AGENDA

The Board of County Commissioners reviewed the following items: Minutes of February 3, 2016, and Accounts Payables.

Dave Hornung moved to approve minutes of February 3, 2016, and to pay the Accounts Payables, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

RESOLUTION 16-046 - RESCIND RESOLUTION #16-001 CDL-DOT PHYSICALS

Dave Hornung moved to approve Resolution 16-046 to rescind resolution #16-001 Road & Bridge DOT physical, seconded by Gary Koop. Motion carried by unanimous vote of Cory Wall.

RESOLUTION NO. 16-046

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 10th day of February, 2016 there were present:

- Cory Wall..... Chairman
- Dave HornungCommissioner
- Gary Koop..... Commissioner
- Susan Corliss County Clerk
- Paula Weeks.....Administrator

when the following proceedings, among others, were had and done, to-wit:

A RESOLUTION TO RESCIND RESOLUTION #16-001 ROAD & BRIDGE DOT PHYSICAL

WHEREAS, the initial resolution was written because Federal Motor Carriers rules and regulations have changed which require certain Road & Bridge employees to have a yearly CDL DOT Physical instead of bi-annual; and,

WHEREAS, CTSI, as manager of our County Health Pool (CHP), met to review the letter sent by the Kit Carson County Board requesting that CHP pay CDL DOT physical's annually; and,

WHEREAS, the CHP Board approved the request to pay for a CDL DOT Physical annually beginning January 1, 2016.

NOW THEREFORE, be it resolved by the Board of County Commissioners of Kit Carson County that Resolution #16-001 is rescinded.

BE IT FURTHER RESOLVED THAT THIS RESOLUTION IS EFFECTIVE IMMEDIATELY THIS 10th day of February, 2016.

DONE THIS 10th day of February, 2016, at Burlington, Colorado.

Motion made by Dave Hornung, seconded by Gary Koop.

Motion carried by unanimous vote of Cory Wall.

Board of County Commissioners

By: Cory Wall
Cory Wall, Chairman

By: Dave Hornung
Dave Hornung, Commissioner

By: Gary Koop
Gary Koop, Commissioner

JEFF CURE-COUNTY ATTORNEY-WEEKLY MEETING
BOARD OF COUNTY COMMISSIONERS EXECUTIVE SESSION UNDER CRS 24-6-402 (2) (A) (d.5) (I) (B) MOTION TO GO INTO EXECUTIVE SESSION AT 11:10 AM WAS MADE BY DAVE HORNUNG, SECONDED BY GARY KOOP. THE MOTION WAS CARRIED BY UNANIMOUS VOTE BY CORY WALL.

MOTION TO COME OUT OF EXECUTIVE SESSION AT 11:55 AM WAS MADE BY DAVE HORNUNG, SECONDED BY GARY KOOP. THE MOTION WAS CARRIED BY UNANIMOUS VOTE BY CORY WALL.

The Board of County Commissioners recessed at 12:00 p.m. for lunch

The Board of County Commissioners reconvened at 1:00 p.m. Those present were Cory Wall, Gary Koop, Dave Hornung, Paula Weeks and Patty Witzel.

PURCHASE ORDERS

Purchase Order #159

Dave Hornung moved to approve Purchase Order #159 for Public Health to Sanofi for Preorder Flu Vaccine for fall 2016 for a total of \$19,996.76 Invoice #70038592, seconded by Gary Koop. The motion was carried by unanimous vote of Cory Wall.

Purchase Order #160

Dave Hornung moved to approve Purchase Order #160 for Public Health to Merck for Proquad for a total of \$1,798.75 Invoice #15279, seconded by Gary Koop. The motion was carried by unanimous vote of Cory Wall.

Purchase Order #161

Dave Hornung moved to approve Purchase Order #161 for Public Health to GSK for Dtap, Pediarix, A-HepA, and A-HepB for a total of \$1,555.50 Invoice #665896, seconded by Gary Koop. The motion was carried by unanimous vote of Cory Wall.

CLERK’S JANUARY REPORT

The following report was submitted by the Clerk and Recorder’s Office, including a list of warrants that need approved by the Board of County Commissioners for the month of January 2016 for the County Clerk’s office:

KIT CARSON COUNTY CLERK AND RECORDER’S JANUARY 2016 REPORT				
	To General	To Towns	Warrants	
	COUNTY	STATE	STATE	TOTAL
BURLINGTON CITY SALES TAX			\$ 7,249.85	\$ 7,249.85
CERTIFICATES OF TITLE	\$ 1,064.00		\$ 851.20	\$ 1,915.20
CIVIL UNION LICENSE	\$ -		\$ -	\$ -
CONFIDENTIAL DL			\$ -	\$ -
CONFIDENTIAL MV			\$ -	\$ -
CONFIDENTIAL VT			\$ -	\$ -
DRIVERS LICENSE	\$ 1,400.80		\$ 1,755.35	\$ 3,156.15
DUP REG/CUSTOMER INQ	\$ 31.50			\$ 31.50
DUP’S	\$ 136.50		\$ 35.70	\$ 172.20
E-RECORDING SURCHARGE	\$ 181.00			\$ 181.00
FLAGLER CITY SALES TAX			\$ 29.00	\$ 29.00
ID’S	\$ -		\$ -	\$ -

	To General	To Towns	Warrants	
	COUNTY	STATE	STATE	TOTAL
MARRIAGE LICENSE	\$ 35.00		\$ 115.00	\$ 150.00
MISCELLANEOUS	\$ 4,214.40			\$ 4,214.40
MOTOR VEHICLE AUTO TAX	\$ 648.50	\$ 95,837.02		\$ 96,485.52
MV LICENSE FEE/PERMITS	\$ 4,824.80		\$ 106,663.39	\$ 111,488.19
ORGAN DONOR			\$ 6.00	\$ 6.00
RECEPTION	\$ 3,639.00			\$ 3,639.00
ROAD \$1.50 FEES		\$ 1,729.50		\$ 1,729.50
ROAD \$2.50 FEES		\$ 2,712.50		\$ 2,712.50
SB03-103 PD/SAFETY	\$ 54.40			\$ 54.40
SB09-108 LATE FEES	\$ 650.00			\$ 650.00
SEIBERT SALES TAX			\$ 339.20	\$ 339.20
STATE DOCUMENTARY FEE	\$ 887.14			\$ 887.14
STATE SALES TAX			\$ 23,839.43	\$ 23,839.43
STRATTON SALES TAX			\$ 10.63	\$ 10.63
TORRENS TITLES	\$ -			\$ -
VENDOR FEES	\$ 1,084.26			\$ 1,084.26
GRAND TOTAL	\$ 18,851.30	\$ 100,279.02	\$ 140,894.75	\$ 260,025.07
		\$ 241,173.77		

Gary Koop moved to approve the Clerk's January Report and pay \$140,894.75 in warrants, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

TREASURER'S JANUARY FINANCIALS

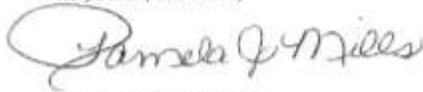
Pam Mills submitted the Treasurer's January Financials for the Board of County Commissioners to review:

MONTHLY REPORT OF ACTIVITY IN THE VARIOUS COUNTY FUNDS

MONTH ENDING JANUARY 31, 2016

FUND	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	ENDING BALANCE
County General	\$ 2,899,156.70	\$ 381,730.18	\$ (639,867.59)	\$ 2,641,019.29
KCC Public Health Agency	\$ (93,430.81)	\$ 37,294.30	\$ (111,659.39)	\$ (167,795.90)
Contingent	\$ 204,517.54	\$ -	\$ -	\$ 204,517.54
Road and Bridge	\$ 2,310,688.68	\$ 160,628.36	\$ (373,384.96)	\$ 2,097,932.08
Ambulance	\$ (92,502.84)	\$ 28,994.88	\$ (31,643.07)	\$ (95,151.03)
Social Services	\$ 102,371.43	\$ 20,320.33	\$ (62,598.96)	\$ 60,092.80
Capital Expenditures	\$ 86,552.35	\$ 1,324.63	\$ (33.02)	\$ 87,843.96
Conservation Trust	\$ 33,977.82	\$ 3.35	\$ -	\$ 33,981.17
Solid Waste	\$ 890,680.46	\$ 46,198.64	\$ (30,121.17)	\$ 906,757.93
E-911	\$ 99,670.72	\$ 8,230.86	\$ (7,472.31)	\$ 100,429.27
KCC Facilities Corp.	\$ 18,211.88	\$ -	\$ -	\$ 18,211.88

Respectfully Submitted,


 Pamela J. Mills
 Kit Carson County Treasurer

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

JANUARY CAPP/CWCP REPORT

The Board of County Commissioners reviewed the January CAPP/CWCP Report. CTSI changed claims system on January 1 from RiskMaster to File Handler, so the reports have changed some.

WILDFIRE PROTECTION PLAN AND AGREEMENT

The Board of County Commissioners received the fully executed Wildfire Protection Plan and Agreement with the State of Colorado Department of Safety.

PERSONNEL ITEMS: ORANGE SHEETS

The Board of County Commissioners reviewed the Orange Sheets for Della Calhoon – EPR/OEM, John Graham – 1 year anniversary, Sheldon Tatkenhorst – 6 months anniversary, Becky Richmond – Job Change, and Dawn Bueno – New Hire.

Dave Hornung moved to approve Raise Change for Della Calhoon as the Emergency Management for Grade 37 Step .25 at \$17.90 per hour for an annual wage of \$37,250.00 as an Exempt Full Time Employee with benefits effective February 1, 2016 seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

Dave Hornung moved to approve Raise Change for John Graham Road & Bridge District #3 Grade 33 Step 0 at \$15.87 per hour for an annual wage of \$33,000.00 as a Non-Exempt Full Time Employee with benefits effective February 1, 2016, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

Dave Hornung moved to approve Raise Change for Sheldon Tatkenhorst Road & Bridge District #2 to Grade 30 Step 0 at \$14.42 per hour for an annual wage of \$30,000.00 as a Non-Exempt Full Time Employee with Benefits effective March 1, 2016, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

Dave Hornung moved to approve the Job Change for Becky Richmond for HHS in Healthy Communities 0.12, EPR 0.12, OLTC 0.7, and C4HCO 0.06 at \$17.88 per hour for an annual wage of \$29,750.00 as a Full Time (80%) Employee with Benefits effective February 1, 2016, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

Dave Hornung moved to approve the New Hire for Dawn Bueno for HHS in Nursing 0.1, Prenatal 0.05, CVP 0.1, Family Planning 0.05, WWC 0.05, and Health Promotions 0.15 at \$28.00 per hour for an annual wage of \$29,120.00 as a Part Time Employee without Benefits with a Trial Period of 6 months ending on September 1, 2016, effective March 1, 2016, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

GEORGE TINKER – CTSI LOSS ANALYSIS FOR CAPP/CWCP

George Tinker with CTSI Loss Analysis for CAPP/CWCP went over the latest figures with a few suggestions but no recommendations at this time. On January 21, 2016, George toured the Health & Human Services Facility (Annex) with Jason Richardson and Josh Rodriguez for the facility audit, finding the building in good overall conditions with a few recommendations.

VALERIE RHOADES & KARI LINKER – MORGAN COMMUNITY COLLEGE

Valerie Rhoades and Kari Linker from Morgan Community College introduced the Colorado Opportunity Scholarship Initiative (COSI) to the Board of County Commissioners. In collaboration with the Kit Carson County Commissioners and the MCC Foundation, there is the

opportunity to provide scholarships to students of our communities with raising matching funds with a potential scholarship amount for Kit Carson County of \$29,742. Dollars must be raised by June 30, 2016 to be used during the 2016-2017 academic school year.

Dave Hornung moved to sign letter of support, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

TROY MCCUE – LINCOLN COUNTY

Troy McCue from Lincoln County and Jennifer Beck with Colorado Workforce reported to the Board of County Commissioners about the Regional Scholarship Sectors Wellness Regional 5.

Dave Hornung moved to sign letter of support, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

BREANNA LIGHTLE – NEW VOLUNTEER APPLICATION

Breanna Light presented new volunteer application for the Ambulance Department to the Board of County Commissioners from Annetta Rieber.

Dave Hornung moved to approve Annetta Rieber as new volunteer, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

CONTRACT NURSE FAMILY PARTNERSHIP

The Board of County Commissioners reviewed the Nurse Family Partnership (NFP) Contract Number 15 IHIA 68673 referenced to 16 IHIA 87045 with effective dates of July 1, 2015 to June 30, 2016. The original 2014-15 contract was \$360,848 with the 2015-2016 contract for \$366,899. The amended 2015-2016 budget is for \$368,465 with an increase of \$1,566 due to an increase in the indirect cost rate, supplies, and training.

Dave Hornung moved to sign the amended 2015-2016 Nurse Family Partnership contract, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

GENERATOR TESTING SCHEDULE-RANDY GORTON

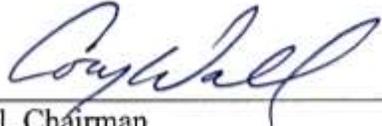
Randy Gorton came in stating that for \$300.00 each the two generators, Ambulance Building and Annex can be wired to contact a cell phone for start-up test results.

AGREEMENT JUSTICE BENEFITS-KIT CARSON COUNTY SHERIFF'S DEPARTMENT

Robbie Furrow presented an agreement between Justice Benefits, Inc. and Kit Carson County.

Dave Hornung moved to approve the 4 year agreement between Justice Benefits, Inc. and Kit Carson for professional assistance to explore opportunities for new Federal Financial Participation, to review prospects for expansion of existing FFP, and to secure additional FFP as may be appropriate for the County, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

The Board of County Commissioners adjourned at 4:20 p.m.


Cory Wall, Chairman

2-17-16
Date