

# KIT CARSON COUNTY COMMISSIONERS

## MINUTES FEBRUARY 24, 2016

8:00 AM	WORK SESSION – INCLUDING CONSENT AGENDA ITEMS
8:00 AM	KATIE K – DISCUSS STATE GRANT VOCA
10:30 AM	MEETING TO CONVENE WITH PLEDGE OF ALLEGIANCE; REVIEW & APPROVE CONSENT AGENDA ITEMS
11:00 AM	JEFF CURE – COUNTY ATTORNEY – WEEKLY MEETING – <i>work session</i> • Dawn James will be bringing information from the Monday night meeting at Parke Health with Dr's regarding NECHD
12:00 PM	LUNCH
1:00 PM	ALISSA JAMES – CONSIDER NEW FIRE FOR DHS SHELLEY HORNING – TRAINING AND FINANCIALS • Financials for January if it is processed
2:00 PM	SHERIFF RIDNOUR – DISCUSS RADIOS & TOWERS – <i>came in during morning work session</i>
5:00 PM	ADJOURN

### CONSENT AGENDA:

- Minutes – February 17, 2016
- Accounts Payable
- Payroll
- Side Items

### NEW ITEMS:

- New Easement Form
- Nebraska Safety and Fire Agreement
- CTSI Building Audit Report – Response will be needed with 60 days

### PURCHASE ORDERS:

- #165 – DHE – Computer for Elections - \$1,209.33

### MONTHLY REPORTS:

- Admin Financials

### OLD ITEMS:

- COSI Support Letters

### PERSONNEL ITEMS:

### FYI:

- Action of SB 100
- March 2 – EOC Exercise – 9:30 - Noon

### TABLED:

The Board of County Commissioners was called to order by Chairman Cory Wall at 12:15 PM in the Kit Carson County Courthouse Board of County Commissioners Room. The Pledge of Allegiance was said. Those present were Cory Wall, Gary Koop, Dave Hornung, Shelley Hornung, Nikki Halde, and Susan Corliss.

### SHELLEY HORNING – TRAINING AND FINANCIALS – HUMAN SERVICES

Nikki Halde presented the January Financials for Human Services. The present assets are \$284,301.34 with liabilities of \$93,380.20 and reserves of \$190,921.14. Admin is the only area that may possibly over spend. The FSA report has arrived so Nikki will be working on the reports that will be needed by the auditors. The daycare providers are needed in the county or a daycare center would be a great addition. There is funding available to help with day care but there are not enough providers.

Shelley Hornung would like to send three employees – Virginia Burciaga, Dianna Gilley, and Shelley Huddleston to the Colorado Welfare Fraud Council training on April 6 – 8 at an approximate cost of \$2,000. The Board of County Commissioners agreed this would be an important training.

The Board of County Commissioners recessed for work session at 1:30 p.m.

The Board of County Commissioner meeting reconvened at 2:15 p.m.

**ALISSA JAMES – CONSIDER NEW HIRE FOR DHS**

Alissa James presented the statistics on the need for an additional case worker in Human Services to prevent burn out from the current and projected caseloads in Kit Carson County.

Dave Hornung moved to offer an additional case worker position in the Human Services, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

**KATRINA TROBEE – VIDEO CONFERENCING**

The equipment purchased for the video conferencing system will require computers to operate. The small computers that will be used with the new recording system would work for the video conferencing as well.

Gary Koop moved to purchase two Dell OptiPlex 9020M computers for the video conferencing system for the courtroom and the jail, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

**CONSENT AGENDA**

The Board of County Commissioners reviewed the following items: Minutes of February 17, 2016, Payroll and Accounts Payables.

Dave Hornung moved to approve minutes of February 17, 2016, and to pay the Accounts Payables and Payroll, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

**EAST CENTRAL COUNCIL OF LOCAL GOVERNMENT – OUTBACK EXPRESS**

The Board of County Commissioners received the fully executed copy of the Direct Service Contract between ECCOG and Kit Carson County for the Outback Express for the Vona/Seibert bus.

**KATIE KIRBY – STATE GRANT VOCA**

Katie Kirby presented the budget portion of the State Crime Victims Services Grant Program 2016. The requested amount from January 1, 2017 to December 31, 2017 with a Continuation of Funds from January 1, 2018 to December 31, 2018 will be \$52,760 for the Victim Assistance Program with the Project Number 2016-VU-16-013776-13. Grant applications are now going through a new online system – Colorado Grant Management System (COGMS), which will only require a checkmark for approval. Katie presented a summary page with signature for county records that the grant has been approved by the Board of County Commissioners.

Dave Hornung moved to approve the State Crime Victims Services Grant Program 2016, seconded the Gary Koop. The motion was carried by unanimous vote by Cory Wall.

## **SHERIFF RIDNOUR – DISCUSS RADIOS & TOWERS**

Tom Ridnour reported to the Board of County Commissioners that the antennas on the Flagler tower have not been updated since 1970. The antennas will need to be replaced with new cables and updated antennas with the EMS UHF antenna located at 200' and the Sheriff Department's VHF antenna located at 450'. Jail Security has been having trouble with radio connection in the courtroom and does not have radio communication at the hospital. Installing a repeater on the tower on the courthouse would improve the range of radio communication.

There is a need for an additional license for the Records Management System because there is often times that there are six users on duty with only five licenses means one user is getting bumped off.

While installing the new control system in the jail, KUBL found a variety of areas that need repaired: a number of cell doors that don't open/shut properly, C Pod has issues with the lights not shutting off and exhaust fan issues, and D Pod has issues with the night lights. The repairs will cost \$1,750.00 but there may be additional cost if any of the locks need to be replaced.

The generator did not come on the last time the Burlington power was off. Wagner CAT serviced the generator and Steve Daniel was contacted to help determine why the generator did not receive the message. A 9-volt battery on the generator board in the cleaning closet was replaced and system looks like it will start the generator again. There will be a generator test on Friday, February 26, at 2:30 p.m.

## **NEW EASEMENT FORM**

Dave Hornung moved to approve the Easement for simple use within the county road right-of-way, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall. The easement form will be uploaded to the county website and require the usual recording fees.

*See Attachment 1.*

## **NEBRASKA SAFETY AND FIRE AGREEMENT**

Dave Hornung moved to sign the agreements for Nebraska Safety and Fire Equipment, Inc. to perform semi-annual inspections for the courthouse for a cost of \$700.00 and the Annex for a cost of \$350.00, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

## **CTSI BUILDING AUDIT REPORT**

The Board of County Commissioners tabled this item to the next meeting.

## **PURCHASE ORDERS**

### **Purchase Order #165**

Gary Koop moved to approve Purchase Order #165 for the Clerk & Recorder for the Elections Department to DHE for a Toshiba TECRA A50-C1540 Laptop with docking station and monitor for a total of \$1,209.33 Invoice #16085, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

**Purchase Order #166**

Gary Koop moved to approve Purchase Order #166 for the Ambulance EMS to Complete Wireless Technologies for Antenna work on the Flagler Repeater Tower for a total of \$5,330.00 Invoice #6281, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

**Purchase Order #167**

Gary Koop moved to approve Purchase Order #167 for the Sheriff's Department to Complete Wireless Technologies for Antenna work on the Flagler Repeater Tower for a total of \$6,970.00 Invoice #6279, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

**Purchase Order #168**

Gary Koop moved to approve Purchase Order #168 for the Sheriff Department for the Jail to Complete Wireless Technologies for VHF Digital Repeater with 10 Radios, Antenna System, Licensing, and Installation on the Courthouse for a total of \$6,939.00 Invoice #6284, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

**Purchase Order #169**

Gary Koop moved to approve Purchase Order #169 for the Sheriff's Department to CrimeStar for Additional Laptop Synchronize License for Records Management System in dispatch for a total of \$950.00, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

**Purchase Order #170**

Gary Koop moved to approve Purchase Order #170 for the Sheriff's Department to HIXXA for Mobile Cellular Amplification System for a total of \$598.00 Proposal #01222016-1, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

**Purchase Order #171**

Gary Koop moved to approve Purchase Order #171 for the Sheriff's Department for the Jail to KUBL for Jail Doors Repairs, C Pod lights and fans, and D Pod night lights for a total of \$1,750.00, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

**Purchase Order #172**

Gary Koop moved to approve Purchase Order #172 for the Sheriff's Department for the Video Conferencing for the jail and courtroom to Dell for two Dell OptiPlex 9020M for a total of \$978.92 Quote #1022990882949.1, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

**ADMIN JANUARY FINANCIALS**

The Board of County Commissioners tabled January Financials to the next meeting.

**COSI SUPPORT LETTERS**

Dave Hornung moved to sign a letter of support for the Colorado Opportunity Scholarship Initiative that offers matching funds in the amount of \$14,871.00 for Morgan Community College, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

**ACTION OF SB 100**

The Board of County Commissioners would like to send a letter to Jerry Sonnenberg and Jon Becker to ask them to oppose SB16-100.

The Board of County Commissioners adjourned at 3:30 p.m.

  
\_\_\_\_\_  
Cory Wall, Chairman

  
\_\_\_\_\_  
Date

**EASEMENT**

This Easement Grant, made this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ A.D., by and between Kit Carson County, a subdivision of the State of Colorado, Grantor, for and in consideration of the sum of ONE DOLLAR (\$1.00), and other valuable consideration, in hand paid by \_\_\_\_\_, Grantee, receipt of which is hereby acknowledged, has given and granted and by these presents does hereby give and grant unto the said Grantee, its heirs, successors, and assigns an EASEMENT, within the County road right-of-way, as set forth in Exhibit "A":

**EXHIBIT "A"**

Land description:

\_\_\_\_\_Section \_\_\_\_\_, Township \_\_\_\_\_, Range \_\_\_\_\_ W. 6<sup>th</sup> P.M., Kit Carson County, Colorado

And attached map.

IN WITNESS WHEREOF, the parties have hereunto set their hand and seal the day and year first written above.

BOARD OF COUNTY COMMISSIONERS OF KIT CARSON COUNTY

By: \_\_\_\_\_, Chairman

ATTEST:

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Date

(SEAL)

(REQUIRES RECORDING FEES)