

KIT CARSON COUNTY COMMISSIONERS

MINUTES APRIL 6, 2016

8:00 AM WORK SESSION – INCLUDING CONSENT AGENDA ITEMS
~~10:30 AM~~ MEETING TO CONVENE WITH PLEDGE OF ALLEGIANCE;
11:25 AM REVIEW & APPROVE CONSENT AGENDA ITEMS
11:00 AM JEFF CURE – COUNTY ATTORNEY – WEEKLY MEETING – *work session*
12:00 PM LUNCH
1:00 PM CELINA – TRI-STATE GENERATION
• TO DISCUSS NEW TRANSMISSION LINE FROM BURLINGTON TO LAMAR
2:00 PM BREANNA LIGHTLE – PURCHASE ORDER AND VOLUNTEER APPLICATION
2:30 PM KATIE KIRBY – UPDATES ON DHS, CONTRACT
5:00 PM ADJOURN

CONSENT AGENDA:

- Minutes – March 30, 2016
- Accounts Payable
- Side Items

NEW ITEMS:

- Contract with Cheyenne County Human Services
- Printer Contract with Great Copier Service – Clerk’s
- Bull Fighters Only Contract for Fair

PURCHASE ORDERS:

- #189 – Maxx Wrench – Replace Strut Assembly on front of 2011 Tahoe \$639.98 – Sheriff
- #190 – Dell – Optiplex 3020 Small Form Computer – Emergency Manager - \$591.70 (Homeland Security Funds)
- #191 – KUBL – repairs to Jail Camera’s – sending to insurance also \$3,842.00
- #192 – DHE – HD Smart TV - \$2,095.96 – (Homeland Security Funds)
- #193 – DHE – Tecra Computer - \$1,209.33 – (Homeland Security Funds)
- #194 – Kinrix – Vaccine - \$951.00 – Public Health

MONTHLY REPORTS:

- Treasurer’s March Report
- Clerk’s March Report

OLD ITEMS:

- CCI 2016 Designation of Steering Committee Proxy
- Plains Communication Services, for the Ambulance Shed
- Sick Bank Request follow-up

PERSONNEL ITEMS:

- Orange sheet for part time employee for SS

FYI:

- Burlington/Lamar Transmission Line with Tri-State
- Conference call with Go-Co on April 13

TABLED:

The Board of County Commissioners was called to order by Chairman Cory Wall at 11:25 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 Susan Corliss.

CONSENT AGENDA

The Board of County Commissioners reviewed the following items: Minutes of March 30, 2016, and Accounts Payables.

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

CONTRACT WITH CHEYENNE COUNTY HUMAN SERVICES

The Board of County Commissioners reviewed a contract to have Cheyenne County Human Services supervise the Kit Carson County Human Services with Jennifer Gribble. The board visited with Cheyenne County Commissioner Rod Pelton via telephone to make sure that both counties were in agreement to work together through the transition period of supervision for child welfare case workers.

Dave Hornung moved to sign the Contract for Child Welfare Supervision with Cheyenne County with Mutual Assent to Employment with Jennifer Gribble as Child Welfare Supervisor at a rate of \$400/month for up to 16 hours per month at a rate of \$30.00 per hour for each hour over the first 16 hours with additional on-call and mileage funding, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

PRINTER CONTRACT WITH GREAT COPIER SERVICE – CLERK’S

The Board of County Commissioners reviewed the service and supplies contract with the Great Copier Service for the Recording printer in the Clerk and Recorder’s Office.

Gary Koop moved to sign the service agreement with Great Copier Service for the Lanier SPC830dn printer in the Clerk and Recorder’s office for a one-year period commencing March 31, 2016 expiring March 31, 2017, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

BULLFIGHTERS ONLY CONTRACT FOR FAIR

The Board of County Commissioners reviewed the Bullfighters Only contract to provide promotion, prior and during the 2016 Kit Carson County Pro-Rodeo.

Dave Hornung moved to sign the Bull Fighters Only Partnership Proposal to be held July 29, 2016, with designation of responsibilities for both parties with a fee of \$500 being required, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

PURCHASE ORDERS

Purchase Order #189

Gary Koop moved to approve Purchase Order #189 for the Sheriff’s Department to Maxx Wrench for Strut Assemblies replacement on the 2011 Tahoe for a total of \$639.98 Invoice #16158, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

Purchase Order #190

Gary Koop moved to approve Purchase Order #190 for the Emergency Manager to Dell for an Optiplex 3020 Small Form Computer for a total of \$591.70 Quote #1023062270401.1 with Homeland Security Funds, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

Purchase Order #191

Gary Koop moved to approve Purchase Order #191 for the Jail to KUBL for repairs to Jail Camera’s for a total of \$3,842.00 Order #16.03.25.01, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall. Note that this bill will be sent into the insurance company.

Purchase Order #192

Gary Koop moved to approve Purchase Order #192 for the Emergency Manager to DHE for a HD Smart TV for a total of \$2,095.96 Quote #16050 with Homeland Security Funds, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

Purchase Order #193

Gary Koop moved to approve Purchase Order #193 for the Emergency Manager to DHE for a Tecra Computer for a total of \$1,209.33 Sales Order #89658 with Homeland Security Funds, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

Purchase Order #194

Gary Koop moved to approve Purchase Order #194 for the Public Health to GSK for a Kinrix vaccine for a total of \$951.00 Order #1977, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

CCI 2016 DESIGNATION OF STEERING COMMITTEE PROXY

The Board of County Commissioners to table this until the new year for the CCI Steering Committee.

PLAINS COMMUNICATION SERVICES, FOR THE AMBULANCE SHED

The Board of County Commissioners reviewed a Quote for 50 Mb Broadband for the Kit Carson County Ambulance Building.

Dave Hornung moved to approve the service from Plains Communication Services, LLC that will include 50 Mb up and 10 Mb down of Fiber-fed Broadband, Demarcation Point as the Optical Network Device, battery back-up, and wireless router for a monthly total of \$345.00 with a 48 month commitment, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

TREASURER’S MARCH REPORT

Pam Mills submitted the Treasurer’s March Financials for the Board of County Commissioners to review:

MONTHLY REPORT OF ACTIVITY IN THE VARIOUS COUNTY FUNDS

MONTH ENDING MARCH 31, 2016				
FUND	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	ENDING BALANCE
County General	\$ 3,300,916.18	\$ 290,328.65	\$ (417,058.47)	\$ 3,174,186.36
KCC Public Health Agency	\$ (108,179.21)	\$ 120,470.13	\$ (101,280.54)	\$ (88,989.62)
Contingent	\$ 204,517.54	\$ -	\$ -	\$ 204,517.54
Road and Bridge	\$ 2,075,295.95	\$ 290,743.49	\$ (657,545.97)	\$ 1,708,493.47
Ambulance	\$ (85,891.06)	\$ 28,645.61	\$ (67,905.42)	\$ (125,150.87)
Social Services	\$ 112,521.81	\$ 66,968.42	\$ (61,445.98)	\$ 118,044.25
Capital Expenditures	\$ 87,393.52	\$ 1,103.09	\$ (26.21)	\$ 88,470.40
Conservation Trust	\$ 38,907.61	\$ 5,394.40	\$ (3,357.04)	\$ 40,944.97
Solid Waste	\$ 1,017,115.29	\$ 40,200.67	\$ (32,946.63)	\$ 1,024,369.33
E-911	\$ 99,793.29	\$ 8,225.04	\$ (7,470.18)	\$ 100,548.15
KCC Facilities Corp	\$ 18,211.88	\$ -	\$ -	\$ 18,211.88

Respectfully Submitted,

Kit Carson County Treasurer

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

CLERK’S MARCH 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 March 2016 for the County Clerk’s office:

KIT CARSON COUNTY COMMISSIONERS REPORT

Mar-16

	To General COUNTY	To Towns STATE	Warrants STATE	TOTAL
BURLINGTON CITY SALES TAX			\$ 9,339.46	\$ 9,339.46
CERTIFICATES OF TITLE	\$ 1,048.00		\$ 838.40	\$ 1,886.40
CIVIL UNION LICENSE	\$ -		\$ -	\$ -
CONFIDENTIAL DL			\$ -	\$ -
CONFIDENTIAL MV			\$ -	\$ -
CONFIDENTIAL VT			\$ -	\$ -
DRIVERS LICENSE	\$ 1,740.80		\$ 2,042.55	\$ 3,783.35
DUP REG/CUSTOMER INQ	\$ 29.40			\$ 29.40
DUP'S	\$ 136.50		\$ 35.70	\$ 172.20
E-RECORDING SURCHARGE	\$ 197.00			\$ 197.00
FLAGLER CITY SALES TAX			\$ -	\$ -
ID'S	\$ -		\$ -	\$ -
MARRIAGE LICENSE	\$ 28.00		\$ 92.00	\$ 120.00
MISCELLANEOUS	\$ 3,915.65			\$ 3,915.65
MOTOR VEHICLE AUTO TAX	\$ 697.00	\$ 94,487.40		\$ 95,184.40
MV LICENSE FEE/PERMITS	\$ 5,236.00		\$ 105,032.27	\$ 110,268.27
ORGAN DONOR			\$ 14.00	\$ 14.00
RECEPTION	\$ 4,930.50			\$ 4,930.50
ROAD \$1.50 FEES		\$ 1,891.50		\$ 1,891.50
ROAD \$2.50 FEES		\$ 2,780.00		\$ 2,780.00
SB03-103 PD/SAFETY	\$ 56.95			\$ 56.95
SB09-108 LATE FEES	\$ 790.00			\$ 790.00
SEIBERT SALES TAX			\$ 310.97	\$ 310.97
STATE DOCUMENTARY FEE	\$ 665.51			\$ 665.51
STATE SALES TAX			\$ 20,030.40	\$ 20,030.40
STRATTON SALES TAX			\$ 206.57	\$ 206.57
TORRENS TITLES	\$ -			\$ -
VENDOR FEES	\$ 1,029.86			\$ 1,029.86
GRAND TOTAL	\$ 20,501.17	\$ 99,158.90	\$ 137,942.32	\$ 257,602.39

Gary Koop moved to approve the Clerk’s March Report and pay \$137,919.32 in warrants with \$23.00 pending return of a marriage license, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

SICK BANK REQUEST FOLLOW-UP

Dave Hornung moved to approve the Sick Leave Donations for Aaron Rogers, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

PERSONNEL ITEMS - ORANGE SHEETS

Dave Hornung moved to approve the New Hire for Helen Kline for part-time in Human Services effective April 4, 2016 at \$13.00 per hour without benefits non-exempt employee, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

SHERIFF DEPARTMENT – NEW PICKUP

Sheriff Tom Ridnour requested that the 2011 Ford pickup that has high mileage and is in need of a lot of repair be considered for replacement this year instead of in January 2017. The K9 vehicle will need replacement in 2017 and then it should set up the Sheriff Department to replace one vehicle per year.

The Board of County Commissioners reviewed bids for a 2016 Patrol Pickup for the Sheriff’s Department to replace the 2011 Ford pickup from the following dealerships:

Burlington Ford -	2016 Ford F150	trade-in \$9,800.00	\$33,645.00
National Auto Fleet Group	2016 Chevy 1500	no trade	\$44,240.26
Spradley Ford in Greely	2016 Ford F150	trade-in \$10,000	\$32,000.00
Vince’s GM Center	2016 Chevy 1500	trade-ins below*	\$31,675.00

*Trade-in 2011 Ford - \$10,000.00 Old Transport Van \$2,000.00

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

The Board of County Commissioners was reconvened at 1:00 p.m. in the Kit Carson County Courthouse Board of County Commissioners Room. Those present were Cory Wall, Gary Koop, Dave Hornung, Paula Weeks, Susan Corliss, Selina Koler, Gary Mueller, Denise Gibbons, and Kelly Alvarez.

TRI-STATE GENERATION NEW TRANSMISSION LINE

Selina Koler, Gary Mueller, and Denise Gibbons from Tri-State Generation are working on the transmission line project from Burlington to Lamar. Denise is presently talking with landowners trying to follow parcel lines and county roads. Gary indicated the there are three proposed routes that have to work with the Colorado Department of Transportation to cross the state highways and they are working around the wind farms. There will be 24 miles of transmission lines in Kit Carson County. They will work at keeping a 150’ easement outside of the county roads. All of the towers will be under the 200’ so that they meet all regulations and the affluence zone of the airport. Selina reported that the plan for the construction during 2018-2020 with power in 2021 will be ready in August. Kelly Alvarez indicated that she would need the plan 30 days prior to the September Planning Board meeting to allow time for the two week public notice of the land use application.

BREANNA LIGHTLE – PURCHASE ORDER AND VOLUNTEER APPLICATION

Breanna Lightle has received a volunteer application for a possible driver that has taken EMT classes but needs to pass the national registry. The Board of County Commissioners reviewed the application and agreed that the final decision on the volunteers would be with the director of the Ambulance Department.

Dave Hornung moved to sign the MOU between the Kit Carson County Ambulance Department and the Kanorado Fire Protection District, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

There are still problems with Ambulance KC12 since it was last worked on. The Board of County Commissioners would like it taken back to Vince’s. Batteries are needed for the ambulance radios. Dave Hornung said to order the batteries for four of the ambulances.

PERSONNEL AND IT UPDATE

Paula Weeks would like to hire a part time or possibly a full time person to help in the Administrator’s Office and with the Human Service financials, due to the additional work load with IT, preparing for the audit, and going through the Human Services financials. The Board of County Commissioners approved running an advertisement for the position.

KATIE KIRBY – UPDATES ON DHS, CONTRACT

Katie Kirby reported that she had started going through the various contracts and agreements that involve the Human Services

Since the Human Services financials need to be submitted for the month, Paula Weeks requested that the State be allowed to submit the estimate for March so that Kit Carson County would receive monies for the programs this month. These estimates can be corrected next month by which time they will be more familiar with the bookkeeping. The training for financials is only offered in February each year, but the will be meetings that will help in Cheyenne Wells on Friday, April 8th, and during the conference in May.

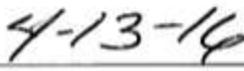
Dave Hornung moved to ask the State of Colorado for an estimate of the administrative costs for the March Department of Human Services Settlement, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

Shawn Franz has been working on trying to move some of the phones in the Annex. The best solution to fixing the phones is redo the wiring and test phones on a Saturday so any phones that need to be moved or wiring that needs corrected can be done during the non-business hours.

The Board of County Commissioners meeting adjourned at 4:32 p.m.



Cory Wall, Chairman



Date