

KIT CARSON COUNTY COMMISSIONERS

MINUTES APRIL 13, 2016

8:00 AM	WORK SESSION - PRE-DEPARTMENT HEAD MEETING
8:30 AM	DEPARTMENT HEAD MEETING – RANDY GORTON HOST
10:00 AM	WORK SESSION – INCLUDING CONSENT AGENDA ITEMS
10:00 AM	TELECONFERENCE CALL WITH MADISON BRANNIGAN @ GOCO FOR 2016 MINI GRANT
11:00 AM	JEFF CURE – COUNTY ATTORNEY
12:00 PM	LUNCH
1:00 PM	WORK SESSION
2:30 PM	MEETING TO CONVENE WITH PLEDGE OF ALLEGIANCE; REVIEW & APPROVE CONSENT AGENDA ITEMS
2:30 PM	DELLA CALHOON – 1 ST QUARTER REPORT
2:45 PM	KATIE KIRBY – DHS DIRECTOR – CONTRACT WITH LINCOLN COUNTY
3:30 PM	TIM PAUTLER – REPUBLICAN RIVER WATER UPDATE
5:00 PM	ADJOURN

CONSENT AGENDA:

- Minutes – April 6, 2016
- Accounts Payable
- Side Items

NEW ITEMS:

- KCC Royalty Rules
- Terry Hubbell was appointed to the sick bank
- Electronic Recording MOU with Indecomm Global
- Judd Napier Clown and Bullfighter contract for fair
- CCCAP contract for DHS
- Go-Co Grant awarded for \$45,000 for county fair grounds

PURCHASE ORDERS:

- #195 – Vincens's – 2016 Chevy K1500 Pickup \$31,675.00 – Sheriff
- #196 – Burlington Ford – 2016 Ford F150 Pickup \$22,752.00 – District 3
- #197 – Complete Wireless – Scanner Antenna & Project labor & install \$605.20 Dispatch
- #198 – Recreational Electrical - \$4,489.73 – Lights, etc. for new pickup – Sheriff
- #199 & #200 skipped by accident
- #201 – Complete Wireless – Ambulance Mobile Radios (to add to balance of #149)

MONTHLY REPORTS:

OLD ITEMS:

- Cosi Letter of Support Correction

PERSONNEL ITEMS:

FYI:

- IT Update – website rebuild

TABLED:

DEPARTMENT HEAD MEETING

Meeting was hosted by Randy Gorton opened at 8:45 a.m. in the Ambulance Building meeting room. Those present were Randy Gordon, Jason Richards, Della Calhoon, Terry Hubbell, Paula Weeks, Dawn James and Tom Ridnour, Pam Mills, Katie Kirby, Breanne Lightle, Dave Hornung, Gary Koop, Cory Wall, and Patty Witzel. The meeting started with the Pledge of Allegiance.

Jason Richardson, Maintenance, stated everything going well. Just got done unloading trees for Soil Conservation District and the fairground buildings.

Della Calhoon, Emergency Maintenance stated she has been busy with different meetings, the recent being with NOAA. Della is updating contact lists for town councils and pipeline training. The NOAA Weather equipment at the Bethune Tower may need replaced to help all citizens in the County of Kit Carson receive weather alerts.

Terry Hubbell, Weed District, just got done with spraying for weeds at fair grounds, around bridges and transfer sites.

Paula Weeks, Administration, stated that she is in need of an IT person and has been having troubles with phone system. Paula stated that all department heads need to have their employees fill out their time sheets daily. It is in the policy to do daily so please make sure that it gets done. Dave Hornung added that we are having some problems when timesheets are not completed; especially in the middle of the month if something happens to that employee.

Dawn James Public Health Department, stated that they are participating with the hospital for Health Fair on the 25th – 29th of April. Their job is to check for Diabetic health issues. The schedules are 6:30 am to 10:00 am in different locations throughout the county. Two audits have just been completed with OLTC and Pharmacy. Family planning audit is coming up. These are federal programs and all federal programs need Audits. Dawn stated that she will get new contact list for radio room and Code Red in the near future.

Tom Ridnour, Sheriff stated that his department has been checking tornado sirens in towns in the county and the only problem found was in the Town of Seibert. One was an electrical problem which will not be fixed for a few months, but the other siren will need a new frequency before the problem is fixed. The Sheriff Office is working on at least getting the one going as soon as we can. The one siren at the fire house does work but will have to be turned on by a fireman. Dispatch cannot turn it on anymore.

Pam Mills, Treasurer, stated her office is ready for second deadline of full payment. At this time 25% of taxes have been collected, which is about the same as in the past. So far Pam has had 6 residential foreclosures which is high for this only being April.

Katie Kirby, Human Services is settling in. Cheyenne Wells is helping with caseloads. Katie is sending two caseworkers to training for six weeks, after three weeks they can have small caseloads. The billing at this time is going through Paula's office and will see how this goes for now or if it will be long term.

Breanna Lightle, Ambulance stated that delivery of new ambulance is approximately the middle of May but required by June 30th. The other grant hearing for a new ambulance will be May 12, 2016. Transfer ambulance is being worked on with transmission problems.

Patty Witzel, Clerk's office stated that the new Driver's License equipment was installed on Friday April 8th, 2016 and is running smoothly. Training for the new recording equipment will be Monday and Tuesday the 18th & 19th of April. Elections will be in full swing for Primary June 28th, 2016. Susan will be in Sterling for Clerk's Regional meeting April 13, 14 & 15, 2016 and will have two employees each day out of the office for training as well

Cory Wall, District #2 has the screener is set up and working well and two trucks are going strong.

Gary Koop, District #1 busy with normal stuff. Will take buses to auction for weekend.

Dave Hornung stated that any contract from any department with Kit Carson County name on it has to go through the Board of County Commissioners for signature. Health & Human Services now has two directors, Dawn James in Public Health and Katie Kirby in Human Services. Welcome aboard

Randy Gorton, Landfill said that they are receiving 40 tons a day a big increase since previous years. This is due to all the construction in the area. The Landfill had an inspection a week ago with nine violations with blowing trash. Still in compliance but will need to do little things to help the situation of water in cell, trash blowing, and the cover. The county will need to think about getting started in the near future on new cell.

Next meeting is May 11, 2016, with Grounds & Buildings – Jason Richardson Hosting.

Jeff Cure, County Attorney visited with the Board of County Commissioner about the revised Land Use rules and regulations. Jeff will present them to the Planning Board and Board of County Commissioners and at the next meeting Planning Commission meeting on Tuesday, April 19, 2016.

The Board of Public Health was called to order by Chairman Cory Wall at 11:30 AM. in the Kit Carson County Courthouse Board of County Commissioners Room. Those present were Cory Wall, Gary Koop, Dave Hornung, Paula Weeks, Patty Witzel, Dawn James and Doug Satterly.

HEALTH DEPARTMENT

Dawn James and Doug Satterly requested clarification, After discussion, it was decided that an agreement does not need Board of County Commissioners signature but all contracts will need a Board of County Commissioners signature. If signature is needed on agreement please add line, send to Paula by email and Paula will get it on agenda that week.

KIT CARSON COUNTY HEALTH SERVICE DISTRICT AGREEMENT

Dawn James presented Letter of Agreement with KCCHSD stating what tests and the amounts that KCCHHS will pay to KCCHSD for prenatal clients. The maximum to be paid to KCCHSD by KCCHHS is \$850.00.

Dave Hornung moved to sign the Letter of Agreement with KCCHSD, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

The Board of Public Health was adjourned at 12:00 p.m.

The Board of County Commissioners was called to order by Chairman Cory Wall at 2:30 PM. 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 April 6, 2016, Accounts Payables and Special Payroll.

Dave Hornung moved to approve minutes of April 6, 2016, and to pay the Accounts Payables, and Special Payroll seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

SICK BANK ELECTION

Terry Hubbell was elected to fill the vacancy of Katrina Trobee's position on the Sick Leave Board.

ELECTRONIC RECORDING MOU WITH INDECOMM GLOBAL

The Board of County Commissioners reviewed the MOU between Kit Carson County and Indecomm Global to provide an additional electronic recording service in the Clerk and Recorder’s Office. The links for the service will be added to the new PropertyInfo system that is to be installed in mid-May.

Dave Hornung moved to sign the Indecomm Global MOU along with Clerk Susan Corliss, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

JUDD NAPIER CLOWN AND BULLFIGHTER CONTRACT FOR FAIR

The Board of County Commissioners reviewed the contract for Judd Napier for the 2016 Kit Carson County Professional Rodeo as clown and bullfighter.

Dave Hornung moved to sign the 2016 Profession Rodeo Clown & Bullfighter contract with Judd Napier for July 28-30, 2016 at \$500.00 per performance for 3 performances for a total amount of \$1,500.00 including hotel room, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

LAWN CARE-2016

Two bids have come in for turf applications for 2016. Bid came from Green Horizons Turf & Tree Care, LTD for Court House, Fairgrounds and Health & Human Services for a total of \$5,571.88 and bid from Astro Spraying for covering the same of \$2,490.63.

Dave Hornung moved to approve bid from Astro Spraying for \$2,490.63, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

GO-CO GRANT AWARDED FOR \$45,000 FOR COUNTY FAIR GROUNDS

The State Board of the Great Outdoors Colorado Trust Fund has awarded funding in the amount of \$45,000.00 to Kit Carson County Fairgrounds Enhancement Project. The project will begin after the agreement is signed and executed by the Board of County Commissioners and GOCO’s Executive Director.

Dave Hornung moved to sign the GO-CO grant, seconded by Gary Koop. The motion was carried by unanimous vote of Cory Wall. Gary Koop signed the Go-CO Grant.

KIT CARSON COUNTY VEHICLE TITLES FOR SALE

1996	Ford PV (Bus)	VIN - 1FDKE30G3THB51487	
2000	DIA Bus	VIN - 1FDXE45S8YHB96067	
1998	GMC PK	VIN - 1GTEK14R9WZ528946	District #1
1981	Ran Trailer	VIN - 1R9BS7504BL008040	District# 2
1999	Ford PK	VIN - 1FTRF18W2XKA67668	District# 2
1998	GMC PK	VIN - 1GTEK14RXWZ528910	District #3

Dave Hornung moved to sign all titles to be taken to local auctions, seconded by Gary Koop. The motion was carried by unanimous vote of Cory Wall.

PURCHASE ORDERS

Purchase Order #195

Gary Koop moved to approve Purchase Order #195 for Sheriff Department to Vince's GM Center for 2016 Chevy K1500 Pickup for a total of \$31,675.00 Stock #460194, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

Purchase Order #196

Gary Koop moved to approve Purchase Order #196 for Road and Bridge-District 3 to Burlington Ford for 2016 Ford F150 Pickup for a total of \$22,752.00 Invoice #1967, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

Purchase Order #197

Gary Koop moved to approve Purchase Order #197 for Dispatch - Sheriff Department to Complete Wireless for Scanner Antenna & Project labor & installation for a total of \$605.20 Invoice #89769, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

Purchase Order #198

Gary Koop moved to approve Purchase Order #198 for Sheriff Department to Recreational Electrical for 2016 Chevy Patrol Pickup lights, etc. for a total of \$4,489.73 Estimate Invoice #1350, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

Purchase Order #199

Gary Koop moved to approve Purchase Order #199 for Health & Human Services of 6 boxes of Tdap 30 doses for \$171.60 unit price with total of \$1,029.96, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

Purchase Order #200

Gary Koop moved to approve Purchase Order #200 for Health & Human Services to Merck for 1 box Varicella for \$1,075.66 and 1 box MMR for \$627.33 for total of \$1,702.99, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

Purchase Order #201

Gary Koop moved to approve Purchase Order #201 for Ambulance Department to Complete Wireless for Ambulance Mobile Radios shipping and missed items for PO#149 for a total of \$48.57 Invoice #89497, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

Purchase Order #202

Gary Koop moved to approve Purchase Order #202 for Health & Human services to GSK for 4 boxes of Menevo 20 doses for \$1955.60 and 1 box of P-Hep-B 10 doses for \$166.60 for total of \$2,122.20, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall

COSI LETTER OF SUPPORT - REVISED

The Board of County Commissioners revised the letter of support for the Colorado Opportunity Scholarship Initiative in care of NJC Foundation and MCC Foundation.

ORANGE SHEETS-LISA BELDEN-ANNETTA RIEBER-DEANNA HILGEMANN

The Board of County Commissioners reviewed Orange Sheet for Lisa Belden, Annetta Rieber, and Deanna Hilgemann.

Gary Koop moved to approve the New Hire Orange Sheet for Lisa Belden as Victim's Advocate in the Sheriff's Department Grade 45 Step 0 receiving \$21.63 per hour for an Annual Salary \$45,000.00 that is a Full Time Non-Exempt Employee with benefits with the effective date is April 1, 2016 with the Trial Period Date ending on October 1, 2016, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

Gary Koop moved to approve Orange Sheet for Annetta Rieber as Ambulance Volunteer starting at EMT Basic \$0.97 per hour Call Pay, Run Pay of \$85.00, Other Pay Weekend/Holiday \$50.00 and Year End Bonus Pay with effective date 04/01/2016, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

Gary Koop moved to approve Orange Sheet for Deanna Hilgemann as Ambulance Volunteer starting at EMT Basic \$0.97 per hour Call Pay, Run Pay of \$85.00, Other Pay Weekend/Holiday \$50.00 and Year End Bonus Pay with effective date 04/01/2016, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

DELLA CALHOON – 1ST QUARTER REPORT

Della presented Calendar Year 2016 EMPG-LEMS Grant Activities work plan template and 2016 1st Quarter Reimbursement request and financial report EMPG/LEMS expenses of \$14,050.18 with a Federal Share Eligible for Reimbursement of \$7,025.09.

Dave Hornung moved to sign 2016 1st Quarter EMPG-LEMS Reimbursement, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

KATIE KIRBY – DHS DIRECTOR – CONTRACT WITH LINCOLN COUNTY

Katie Kirby presented the Contract for Colorado Child Care Assistance (CCCAP) Program Administration. The agreement between Kit Carson County Department of Human Services and Lincoln County Department of Human Services to have LCDHS provide administrative services for the CCCAP in Kit Carson County effective April 13, 2016 with termination upon 30 days written notice by either party.

Dave Hornung moved to sign the CCCAP Contract with Lincoln County Department of Human Services, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

PURCHASE OF SERVICE CONTRACT –AMY SEYMOUR

Dave Hornung moved to approve service contract between Kit Carson County Human Services and Amy Seymour to provide child specific SAFE Expedited Parent Home Study to be completed by the due date of June 6, 2016, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

TIM PAUTLER – REPUBLICAN RIVER WATER DISTRICT UPDATE

Tim Pautler and Dennis Coryell updated the Board of County Commissioners on the Republic River Water.

The Board of County Commissioners adjourned at 4:25 p.m.



Cory Wall, Chairman



Date

