

KIT CARSON COUNTY COMMISSIONERS

MINUTES MAY 18, 2016

8:00 AM WORK SESSION – INCLUDING CONSENT AGENDA ITEMS
10:30 AM COMMISSIONER MEETING TO CONVENE WITH PLEDGE OF ALLEGIANCE
10:30 AM GLEN MARCINIAK – VSO UPDATES
11:00 AM JEFF CURE – COUNTY ATTORNEY
12:00 PM LUNCH
1:00 PM PAUL TARRANTS – CONFERENCE CALL
1:30 PM RAYMOND NILES – DISCUSS CLEAN AIR ACT
5:00 PM ADJOURN

CONSENT AGENDA:

- Minutes – May 11, 2016
- Accounts Payable
- Side Items
 - S.E.H Off-System Bridge Inspection

NEW ITEMS:

- Resignation of Jennifer Gribble and of Darla Scranton-Specht
- Letter from Sterling Construction re: Saddlehorn Pipeline
- Account Corrections
- Resolution #16-048 to waive annexation impact report for City of Burlington - tabled
- Bid for tower lighting
- Contract with Kiowa County DHS

PURCHASE ORDERS:

- #211 Progressive 15 Membership \$740.00

MONTHLY REPORTS:

- April Financials

OLD ITEMS:

- Bids for Vid-Con System
- Medical Reserve Core (MRC) Funding Approval
- WIC Funding Increase
- EPR Contract – Interagency Agreement with Cheyenne and Lincoln Counties
- Healthy Communities Contract Amendment
- Office of Planning, Partnerships and Improvement (OPP) contract
- Immunization Contract

PERSONNEL ITEMS:

- Seasonal Help – Kane Richardson
- Promotion – DHS – Eligibility Supervisor – Dianna Miller

FYI

- Public notice of City Annexing Love's Travel Plaza into the city

The Board of County Commissioners was called to order by Chairman Cory Wall at 10:15 AM. in the Kit Carson County Courthouse Board of County Commissioners Room. Those present were Cory Wall, Gary Koop, Dave Hornung, Paula Weeks, Susan Corliss, Duane Hitchcock and Glen Marciniak.

GLEN MARCINIAK – VSO UPDATES

Glen Marciniak and Duane Hitchcock expressed concern of declining care at the VA Clinic in Burlington. There is a large number of veterans in the area that are having trouble making appointments or having appointments set extremely far in the future. Glen has written a letter to the Regional VA about the complaints he has received as the Kit Carson County VSO. The Regional response is that they will take it under advisement and that they are aware of the problems.

JASON RICHARDSON – TILE BID

Jason Richardson received a second bid for the tile work in all of the fairgrounds bathrooms from Rodriguez Ent. LLC for the approximate amount of \$12,982. The bid #998997 may be effected by the type of tile selected and unforeseen circumstances. The Board of County Commissioners agreed to accept the bid from Rodriguez Ent., LLC.

JEFF CURE – COUNTY ATTORNEY

Jeff Cure went over the subdivision exemptions presented at the Planning Commission with the Board of County Commissioners. Pam Mills wanted Jeff to look at the form that Baca County is using for unclaimed property. Jeff thought the form would be something that the county could use as well.

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

The Board of County Commissioners reconvened at 1:00 PM in the Kit Carson County Ambulance Meeting Room. Those present were Cory Wall, Gary Koop, Dave Hornung, Paula Weeks, and Susan Corliss.

PAUL TARRANTS – CONFERENCE CALL

Paul Tarrants of Conway presented information about a new magazine about Colorado. The advertising deadline is May 24th.

RAYMOND NILES – DISCUSS CLEAN AIR ACT

Raymond Niles expressed concern about the elevator dust from Seibert Equity CO-OP. The Board of County Commissioners suggested that he should have a discussion directly with the Seibert Equity CO-OP.

CONSENT AGENDA

The Board of County Commissioners reviewed the following items: Minutes of May 11, 2016, and Accounts Payables.

Dave Hornung moved to approve minutes of May 11, 2016, and to pay the Accounts Payables, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

RESIGNATIONS IN HUMAN SERVICES

Dave Hornung moved to sign the acceptance letter of resignation from Jennifer Gribble and a thank you letter to Cheyenne County for allowing Jennifer to work for Kit Carson County, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

The Board of County Commissioners received a letter of resignation from Darla Scranton Specht for legal services for Kit Carson County Health and Human Services effective June 11, 2016.

LETTER FROM STERLING CONSTRUCTION RE: SADDLEHORN PIPELINE

Dave Hornung moved to sign the letter from Sterling Construction who is in the final stages of cleanup of the Spread #2 of the Saddlehorn 20" Pipeline Project, which will release Sterling Construction and Saddlehorn Pipeline Company, LLC of any further road repair/maintenance, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

SEH – OFF SYSTEM BRIDGE INSPECTION

Dave Hornung moved to sign the Load Posting Certification for the Colorado Department of Transportation indicating the bridges that will need load posting weight restrictions, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

PERSONNEL ITEMS:

The Board of County Commissioners reviewed Orange Sheets for Kane Richardson and Drake Richardson, Shane Whitmore, and Diana Gilley-Trumble Miller.

Gary Koop moved to approve Grounds & Buildings New Hire Orange Sheet for Drake Richardson at \$10.00 per hour that is part-time without benefits as Non-Exempt; the effective date is May 18, 2016, this summer job will be no more than 8 hours per day, no more than 40 hours per week and limited to 90 days from the first day of work, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

Gary Koop moved to approve Grounds & Buildings New Hire Orange Sheet for Kane Richardson at \$10.00 per hour that is Seasonal without benefits as Non-Exempt; the effective date is May 18, 2016, this summer job will be no more than 8 hours per day, no more than 40 hours per week and limited to 90 days from the first day of work, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

Gary Koop moved to approve Sheriff Department in the Jail New Hire Orange Sheet for Shane Whitmore as a Grade 27 Step 5 at \$13.22 per hour for an annual wage of \$27,500.00 that is Full Time with benefits as Non-Exempt; the effective date is May 23, 2016, with a trial period of 6 months ending November 23, 2016, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

Gary Koop moved to approve the Promotion for Diana Gilley-Trumble Miller as Eligibility Supervisor for Human Services of in full FTE Grade 36 Step 0 at \$17.30 per hour for an annual wage of \$36,000.00 as a Full Time Employee with Benefits as Non-Exempt; the effective date is June 1, 2016, that will be Eligible for a January 1 Raise, seconded by Cory Wall. The motion was carried by unanimous vote by Gary Koop.

CONTRACT WITH KIOWA COUNTY DHS

The Board of County Commissioners reviewed to go into agreement with Kiowa for child welfare for supervision, on call, and case management.

Dave Hornung moved to approve the agreement with Kiowa for child welfare for supervision, on call, and case management, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

C-STAT PERFORMANCE REVIEW

The Board of County Commissioners reviewed the Kit Carson County 2015 Annual County C-Stat Performance Review. Kit Carson County exceeded the goal on eight measures and did not meet the goal on 12 measures and three were excluded. The 44-Small like sized counties exceeded the goal on six measures and did not meet the goal on 17 measures.

PURCHASE ORDERS

Purchase Order #211

Gary Koop moved to approve Purchase Order #211 for Commissioners/Admin to Progressive 15 for Membership Dues for a total of \$740.00, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

Purchase Order #212

Gary Koop moved to approve Purchase Order #212 for Grounds and Buildings to Dale's Service & Supply for Installation of 1" pipeline and hydrant for a total of \$1,350.00, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

Purchase Order #213

Gary Koop moved to approve Purchase Order #213 for Sheriff's Department to Kustom Signals, Inc. for Raptor RP-1 Radar Gun and mount for a total of \$1,722.00, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

Purchase Order #214

Gary Koop moved to approve Purchase Order #214 for Community Programs to Complete Wireless Technologies for Tornado Siren repairs in Seibert for a total of \$679.00, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

Purchase Order #215

Gary Koop moved to approve Purchase Order #215 for Sheriff Department to DHE for Video Conferencing in the Jail and Courtroom for a total of \$5,239.80, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

Purchase Order #216

Gary Koop moved to approve Purchase Order #216 Sheriff Department to Complete Wireless Technologies for International Tower Lighting system for the Bethune Tower for a total of \$7,120.00, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

ADMIN APRIL FINANCIALS

The Board of County Commissioners tabled the April Financials.

SUBDIVISION EXEMPTIONS – SCHLOSSER (3) AND CRAIG

Subdivision Exemption for Schlosser Enterprises/Schlosser Concrete being a tract in the Northeast quarter of Section 36, Township 8S, Range 44W. The 9.58 acres tract for a Commercial Concrete Plant. Dave Hornung made motion to approve the Subdivision Exemption for Schlosser Concrete, Inc., seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

Subdivision Exemption for Schlosser Enterprises/Schlosser House Tract in the Northeast quarter of Section 36, Township 8S, Range 44W. The 0.52 acre tract for a Single Family Residence. Dave Hornung made motion to approve the Subdivision Exemption for Schlosser's, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

Subdivision Exemption for Schlosser Enterprises/Cemetery Tract in the Northeast quarter of Section 36, Township 8S, Range 44W. The .31 acre tract for an extension on the east side of the cemetery. Dave Hornung made motion to approve the Subdivision Exemption for Fairview Cemetery, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

Subdivision Exemption for Mark and Diana Craig in the Southwest quarter of Section 14, Township 7S, Range 48W. The 18.33 acres tract for a Non-Farm Residential Part-time Home. Dave Hornung made motion to approve the Subdivision Exemption for Mark and Diana Craig, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

Dave Hornung moved to recess the Board of County Commissioners meeting at 2:30 PM, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

The Board of Public Health was called to order by Chairman Cory Wall at 2:30 PM. in the Kit Carson County Commissioners' Meeting Room. Those present were Cory Wall, Gary Koop, Dave Hornung, Paula Weeks, and Susan Corliss.

MRC SPENDING AUTHORITY, ADDITIONAL MONEY

Gary Koop moved to approve the Medical Reserve Corp (MRC) for additional funds available, which must be used by June 15, 2016, for a new computer - \$1,407.33 and a respirator for \$483.98 for a total amount of \$1,891.31, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

Purchase Order #217

Gary Koop moved to approve Purchase Order #217 for Public Health to DHE for computer, monitor, docking station, and Microsoft office for a total of \$1,407.33, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

WIC SPENDING AUTHORITY, ADDITIONAL MONEY

Gary Koop moved to approve the Women, Infants, and Children (WIC) Amendment to 16 FHJA 89068 for the Purchase of Replacement Computers, Attendance of WIC National Association Meeting, Lactation Management Specialist Training, and Supplementary Budget Funding with the amended amount of \$20,597 which will bring the new contract amount to \$92,931, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

EPR CONTRACT – INTERAGENCY AGREEMENT WITH CHEYENNE AND LINCOLN

Gary Koop moved to approve the Emergency Preparedness Response contract Number 16 FHJA 79655 (Contract Routing Number 17-86720) in accordance with Master Contract 13 FAA 00028 signed 01/17/2012 that runs from July 1, 2016 to June 30, 2017 with CFDA #93.069 in the amount of \$43,599.00 to achieve emergency preparedness activities, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

HEALTHY COMMUNITIES CONTRACT

Gary Koop moved to approve the Healthy Communities Program Contract No. 2016000000000000014A1 from July 1, 2016 to June 30, 2017 in the amount of \$30,000 plus the 2015-2016 amount of \$28,000 for a total of \$58,000 for application assistance to pregnant women and families for enrollment, direct them to medical providers and community based agencies for non-medical services as needed and administer case management for the clients in Kit Carson, Lincoln, Elbert, and Cheyenne counties mutually, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

OFFICE OF PLANNING, PARTNERSHIPS AND IMPROVEMENT (OPP) CONTRACT

Gary Koop moved to approve the Office of Planning, Partnerships, and Improvement (OOP) Contract No 17-87055 in accordance with Master Contract 13 FAA 00028 signed 01/17/2012 from July 1, 2016 to June 30, 2017 in the additional amount of \$51,222.00 in compliance with Food Protection Act – complete inspections and assure regulatory compliance in retail food establishments, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

IMMUNIZATION CORE SERVICES CONTRACT

Gary Koop moved to approve the Immunization Core Services Contract No 17-FHHA 90327 in accordance with Master Contract 13 FAA 00028 signed 01/17/2012 from July 1, 2016 to December 31, 2016, to increase the amount of funding of the original Task Order Contract to reduce and eliminate vaccine preventable diseases in Colorado, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

SEP Audit - Single Entry Point - for long term Options Care

The Board of Public Health reviewed the SEP Audit Report.

Dave Hornung moved to adjourn the Board of Public Health meeting at 2:45 PM, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

The Board of County Commissioners reconvened at 2:50 PM.

PAM MILLS – UNCLAIMED PROPERTY (NON-CASHED CHECKS)

The Board of County Commissioners and Pam Mills discussed how to handle uncashed checks that are more than a year old. Pam showed a copy of the Baca County form for Unclaimed Property to the auditors with the understanding that the county's attorney should review it. Pam found in the Colorado Revised Statute 38-13-108.2 that posted unclaimed property is considered abandoned if longer than one year. The Board of County Commissioners agreed to publish a list of unclaimed funds in the newspaper and on their webpage on June 1st and July 1st with a final payout date of August 1st with a 24 hour processing period after the form to claim these funds is filled out.

ZOLI VAJDA, TELEVISION PRODUCTIONS LLC CONTRACT

The Board of County Commissioners reviewed the 2016 Agreement with Zoli Vajda, Television Productions LLC (ZTV LLC) for video production services during the Kit Carson County Pro Rodeo on July 28, 29, and 30, 2016. The crew will consist of the director, one cameraman, one graphic operator, and one screen operator. Kit Carson County are required to provide logos and commercials delivered to ZVTV, LLC, sturdy camera platforms built to specifications, security at the site, crew and parking passes, suitable hotel rooms for each crew member. The payment of \$9,000 will be paid as follows: 50% before May 30, 2016 and balance due at the end of the events final performance.

Dave Hornung moved to sign the contract with Zoli Vajda, Television Productions LLC Contract for the Kit Carson County Pro Rodeo video production services on the dates of July 28, 29, 30 of 2016 at a cost of \$9,000, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

ROYALTY CONTRACT AND APPLICATION

Dave Hornung moved to approve the Royalty Contestants Rules and Application Form as attached to these minutes, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall. These rules are an attachment to the minutes.

The Board of County Commissioners adjourned at 4:05 PM.

Submitted by: Susan Corliss, County Clerk and Recorder

Cory Wall
Cory Wall, Chairman

5-25-16
Date

Attest:

Susan Corliss
Susan Corliss, County Clerk & Recorder

