

KIT CARSON COUNTY COMMISSIONERS

MINUTES SEPTEMBER 14, 2016

8:00 AM PRE-DEPARTMENT HEAD MEETING
8:30 AM DEPARTMENT HEAD MEETING – NICOLE RICHARDS HOST
10:00 AM WORK SESSION – INCLUDING CONSENT AGENDA ITEMS
10:30 AM COMMISSIONER MEETING TO CONVENE
11:00 AM JEFF CURE – COUNTY ATTORNEY
12:00 PM LUNCH
1:00 PM KATIE KIRBY – HUMAN SERVICES - PERSONNEL
2:00 PM DOUG SATTERLY – PUBLIC HEALTH – EPR REVISED CONTRACT FOR APPROVAL
2:30 PM NICOLE RICHARDS – INTERIM AMBULANCE DIRECTOR
5:00 PM ADJOURN

CONSENT AGENDA:

- Minutes – September 7, 2016
- Accounts Payable

NEW ITEMS:

- EPR Contract
- Response need for Draft Pronghorn Herd Management Plan

PURCHASE ORDERS:

- #277 – Vince’s GM Center – Ambulance - \$3,908.67 – Injectors for Ambulance
- #278 – Plains to Peaks – Ambulance - \$33,0099.93 – FY17 Consolidated Grant Equipment 50% match
- #279 – Cobitco – Road & Bridge - \$14,730.66 – Emulsified Asphalt

MONTHLY REPORTS:

- August CAPP & WCP Report
- August Financials

OLD ITEMS:

- Bid for Jail Lights
- ICM Discussion – Institutional Capital Management

PERSONNEL ITEMS:

FYI

- Eastern District Budget & CCI meeting 9/16 in Akron – Begins at 10:00 a.m.
- Hospital Meeting 9/20 at noon

TABLED

DEPARTMENT HEAD MEETING

The Department Head Meeting was hosted by Nicole Richards which opened at 8:45 a.m. in the Ambulance Building meeting room. Those present were Nicole Richards, Della Calhoon, Tom Ridnour, Randy Gorton, Paula Weeks, Doug Satterly, Katie Kirby, Dave Hornung, Gary Koop, Cory Wall, and Susan Corliss. The meeting started with the Pledge of Allegiance.

Nicole Richards, Interim Ambulance Director, reported that the Ambulance has had 79 total calls this month with 11 of them out of Stratton. Two Life Pack 15s have been added to one ambulance in Burlington and Stratton which is a huge improvement. There is a need to add one more in Stratton and two in Burlington in the future; this is a large expense but if maintained correctly should last several years. The staff is busy manning ambulance duties for Youth League, Jr. High, JV, and Varsity football games. There are two Kit Carson EMTs attending ALS training in Limon. A reminder to thank ambulance crews and others on September 27th for First Responder Day.

Della Calhoon, OEM, has been attending Academy classes and a conference. The LEPC conference provided good information that will require some changes for hazardous materials. Della will be working with the Sheriff for the unincorporated areas of the county. She attended the active shooter training that was held at Vince’s GM Center, which provided some different approaches after the shooter is in custody. Della has shared information on some additional radios with Sheriff Ridnour that would be at a fraction of the cost of new ones.

Sheriff Tom Ridnour reported that the jail has been unusually busy and almost to capacity recently. Part of the reason is that the county court has been cut down to twice a month resulting in people remaining in custody longer. Kit Carson County Jail can only accommodate four women, which has required housing some inmates in Lincoln and Yuma counties. Beginning in November, county court will be held every Thursday; this should relieve the capacity issues. The Vona tornado siren has been repaired but there is not a way to know exactly how long it was down. This equipment is also used to contact First Responders' pagers. Sheriff Ridnour is considering testing the tornado sirens weekly beginning in 2017.

Randy Gorton reported that there have been fifty deaths so far this year, which is up from last year. There will be a conference on solid waste management plan that he will be attending soon. The landfill will continue to be open on Saturdays from 8:00 a.m. to Noon, there has been confusion in the county about this. The new compactor machine is scheduled to arrive the second week of October.

Paula Weeks shared that the Administration Office is waiting for the 2015 audit from the auditor. There will be several items that she will need to do before the submission deadline of September 30th. Lori Rudnik has joined the Admin Office as the Human Services bookkeeper. The office has been short staffed with trainings, vacation, and illness; you appreciate all your staff does when they are gone. Budgets are starting to come in; all department heads are asked to review the checklist given out at the last meeting to keep up with all the upcoming deadlines including the budgets need to be in by the end of September. The update for next year's insurance will be release on Thursday.

Susan Corliss said that the Clerk and Recorder's Office is seeing an increase in all areas of her office. Full focus will move into Elections with the reception of the state certified ballot content on Monday evening. Yesterday there was a visit from the Drivers License Regional Manager, Marco Vazzano. Susan and Crystal Richards attended the Eastern Region County Clerk's Fall Conference in Limon last week. The clerks had the opportunity to meet some of the DRIVES team that will be working with our office when the Drivers License phase is rolled out in February 2017.

Doug Satterly indicated that Public Health is gearing up for the flu shot season. One thing that will be different this year is that the flu mist will not be available due to that fact that it will not be effective against this year's flu. Everyone will be receiving the vaccine in shot form this year.

Katie Kirby reported that Human Services presently has three openings that they are advertising for: Case Aide, Case Worker, and Child Support Tech. The case loads are up this year. She has been working on making the Human Services' budget cleaner and easier to following. The final numbers from the state will need to be worked into the final copy.

Dave Hornung, Commissioner – District 3, announced that there will be a come and go retirement party for Charles Crisp on Saturday, October 1st, at the Flagler Senior Center from 2:00 – 4:00 p.m. There are advertisements for Road & Bridge openings with the goal to have the Road Boss for District 3 hired by October 1st. Focus has been on repairing the washed out roads and mowing ditches. There will be a public hearing at the Planning Board meeting,

Gary Koop, Commissioner – District 1, indicated that Road and Bridge has been fixing the washouts and mowing weeds. There was a washout around one of the pipelines as well.

Cory Wall, Commissioner – District 2, stated that the roads took a hard hit during the storms as well. The road crews were out marking roads the next day and had to close more roads than were expected due to the washouts. The roads have all been repaired. The Annex parking lot was seal coated to finish its repairs.

The Kit Carson County Department Head Meeting adjourned at 9:20 a.m.

Next meeting is October 12, 2016, with Clerk and Recorder – Susan Corliss.

JEFF CURE – COUNTY ATTORNEY

BOARD OF COUNTY COMMISSIONERS EXECUTIVE SESSION UNDER CRS 24-6-402 (4) (f) (I)&(II) MOTION TO GO INTO EXECUTIVE SESSION AT 11:08 AM WAS MADE BY DAVE HORNING, SECONDED BY GARY KOOP. THE MOTION WAS CARRIED BY UNANIMOUS VOTE BY CORY WALL.

The meeting was recessed for lunch at 12:15 p.m. and resumed at 1:05 p.m.

MOTION TO COME OUT OF EXECUTIVE SESSION AT 1:45 PM WAS MADE BY DAVE HORNING, SECONDED BY GARY KOOP. THE MOTION WAS CARRIED BY UNANIMOUS VOTE BY CORY WALL.

DOUG SATTERLY – PUBLIC HEALTH BOARD MEETING

September 14, 2016 Public Health Agenda

This Agenda is subject to addition/correction & final approval.

Action Items:

- Modified Contract for EPR

Dave Hornung moved to call the Board of Public Health to order by Chairman Cory Wall at 1:55 PM in the Kit Carson County Commissioners' Meeting Room. Those present were Cory Wall, Gary Koop, Dave Hornung, Paula Weeks, and Susan Corliss.

EPR AMENDED CONTRACT

Dave Hornung moved to sign the modified contract for EPR Task Order Amendment Routing Number 17-93950 to Original Task Order Routing Number 13-41902 that has a change in exhibit J for the Standards and Requirements paragraph 23 effective July 1, 2016 to June 30, 2017 which will result in no funding change, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

Dave Hornung moved to adjourn the Board of Public Health meeting at 2:05 PM, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

The Board of County Commissioners meeting was called to order at 2:10 PM at the Kit Carson County Courthouse Commissioners' Room. Those present were Gary Koop, Cory Wall, Dave Hornung, Paula Weeks, and Susan Corliss.

CONSENT AGENDA

The following items were reviewed by the Board of County Commissioners: Minutes of September 7, 2016, and Accounts Payables.

Gary Koop moved to approve minutes of September 7, 2016, and to pay the Accounts Payables, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

DRAFT PRONGHORN HERD MANAGEMENT PLAN

The Board of County Commissioners reviewed a Draft of the Pronghorn Herd Management Plan. Comments will be accepted until October 15, 2016.

PURCHASE ORDERS

Purchase Order #277

Dave Hornung moved to approve Purchase Order #277 for the Ambulance Department to Vince's GM Center Invoice #48490 for Injectors for Ambulance K12 for a total of \$3,908.67, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

Purchase Order #278

Dave Hornung moved to approve Purchase Order #278 for the Ambulance Department to Plains to Peaks for FY17 Consolidated Grant Equipment 50% Match for a total of \$33,099.93, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

Purchase Order #279

Dave Hornung moved to approve Purchase Order #279 for the Road & Bridge to Cobitco Invoice #47059 & 47060 for Emulsified Asphalt (FOG) for a total of \$14,730.66, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

Purchase Order #280

Dave Hornung moved to approve Purchase Order #280 for the Sheriff Department - 911 in Dispatch to West Safety Solutions, Corp Invoice #1047807 for Annual Server Support and Maintenance for a total of \$9,769.00, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

AUGUST CAPP & CWCP REPORTS

The Board of County Commissioners reviewed the August CAPP & CWCP Report.

Gary Koop moved to approve the August CAPP & CWCP Report, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

AUGUST FINANCIALS

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

BID FOR JAIL LIGHTS

Jason Richardson is working on getting a second bid for the lights.

NICOLE RICHARDS – INTERIM AMBULANCE DIRECTOR

Nicole Richards presented the current schedules for the part-time Ambulance employees for Burlington and Stratton. She will balance the full time employees during the day and evening shifts instead of being on all at the same time. There are some areas that the current policy prohibits part-time employees on the schedule. The Board of County Commissioners felt that this could be a case by case which would be at the director's decision; this will be considered as a policy change at Reorganization in January 2017.

The ambulance grant for 2017 does not include the Stryker power lift like the 2016 ambulance. Nicole would like to request the cost of the power lift be added to the Ambulance budget for 2017. Ambulance K12 lost power on the first run after the injectors were replaced, it has been taken back to Vince's for repairs.

The Board of County Commissioners discussed EMT training classes for out of county residents. It was decided that this would not be considered due to the lack of commitment to serve as part-time ambulance employees.

The deadline for bids for the 2017 ambulance has closed. One bid from Braun was received and a second letter expressed concern of the standards. That company is located in Missouri, which has different standards for ambulances than Colorado. No extension of the deadline will be granted. The bid will be presented at the next meeting.

Nicole reminded the Board of County Commissioners that September 27th is National Responder Day. She had been invited to the Colorado Capitol but will be attending the National Recognition ceremony in New Orleans next month.

Dave Hornung moved to appoint Nicole Richards as the Ambulance Director with the salary change effective as of October 1st, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

EASEMENT AND RIGHT OF WAY – CENTURY LINK

Century Link requested an easement in the county road right-of-way located at NW1/4 and NE1/4 36-8S-44W to add services to their existing equipment.

Dave Hornung moved to approve the easement requested by Century Link to a lines under the county road right-of-way located at NW1/4 and NE1/4 36-8S-44W, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

The Board of County Commissioners meeting adjourned at 3:35 p.m.

Submitted by: Susan Corliss, County Clerk and Recorder



Cory Wall, Chairman

9-21-16

Date

Attest:



Susan Corliss, County Clerk & Recorder

