

KIT CARSON COUNTY COMMISSIONERS

MINUTES OCTOBER 26, 2016

8:00 AM	WORK SESSION – INCLUDING CONSENT AGENDA ITEMS
9:30 AM	WORK SESSION – MTG WITH DAWN, KATIE, AND KIM
10:00 AM	DAWN JAMES – PUBLIC HEALTH <i>meeting held following the BOCC meeting</i>
10:30 AM	COMMISSIONER MEETING TO CONVENE
11:30 AM	DELLA C – QTR REPORT – <i>work session</i>
12:00 PM	LUNCH
1:00 PM	ROAD & BRIDGE FOREMAN MEETING – WORK SESSION
2:00 PM	WAGNER EQUIPMENT – <i>work session</i>
2:30 PM	HONNEN EQUIPMENT – <i>work session</i>
4:30 – 7:30 PM	RURAL ADVOCACY & NETWORKING RECEPTION <ul style="list-style-type: none">• TO HONOR SONNENBERG AND BECKER – SPICES ON THE GREEN

CONSENT AGENDA:

- Minutes – October 19, 2016
- Accounts Payable
- Payroll

NEW ITEMS:

- Social Services CELK contract
- Liquor License – Spices of the Green
- Letter to SpectraSoft

PURCHASE ORDERS:

- PO#303 – DocuTek – ST Viewscan II Maintenance Agreement - \$995.00 – Clerk & Recorder
- PO#304 – Great Plains Securities – Temp Controller & Temp Probs - \$575.00 – Public Health
- PO#305 – Complete Wireless – Hytera Repeater - \$2,995.00 – Sheriff 911 Fund

MONTHLY REPORTS:

- October VSO Report
- October Financials

OLD ITEMS:

PERSONNEL ITEMS:

- New Hire Wage Sheet – Valerie Boyd

FYI

- DA – conference call in the works – October 31, 2016 at 11:00 a.m.

TABLED

The Board of County Commissioners meeting was called to order at 3:15 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 October 19, 2016, Payroll, and Accounts Payables.

Dave Hornung moved to approve minutes of October 19, 2016, and to pay the Accounts Payables and Payroll, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

SOCIAL SERVICES CELK CONTRACT

The Child Protection Agreement for Mental Health services between CELK (Cheyenne, Elbert, Lincoln, & Kit Carson) and Centennial Mental Center, Inc. for July 1, 2016 to May 31, 2017. The total fee for services may not exceed \$25,000.00.

Gary Koop moved to sign the CELK Child Protection Agreement, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

LIQUOR LICENSE – SPICES OF THE GREEN

Susan Corliss presented to the Board of County Commissioners a Liquor License Renewal for Spices on the Green. Susan visited Spices on the Green to review their liquor license requirements. Susan requested an inspection of facility by Kelly Alvarez for the health inspection, which she has completed. Susan will not issue the County License for board signature until the approval is received from the State Liquor License Board.

Gary Koop moved to approve signing the Spices on the Green Liquor License Renewal, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

CORRESPONDENCE

The Board of County Commissioners sent a letter to SpectraSoft in concern of their quote dated June 22, 2015.

The Board of County Commissioners sent a letter of support for Rush Creek Wind Project to the Arapahoe County Commissioners.

VETERAN CONDOLENCE LETTER – HESPEN

The Board of County Commissioners signed letters of condolence for the family of Fred Hesper as Kit Carson County Military Veterans.

ROYALTY PROGRAM COORDINATOR APPOINTMENT

The Board of County Commissioners received acceptance letter for the Kit Carson County Royalty program coordinator.

Dave Hornung moved to approve Sheri Rider for a one-year term for the Kit Carson County Royalty Program Coordinator that will expire in November 1, 2017, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

PURCHASE ORDERS

Purchase Order #303

Dave Hornung moved to approve Purchase Order #303 for the Clerk and Recorder's Office to DocuTek, Inc. Contract #3501 for the Onsite Support Contract for the ST ViewScan II for a total of \$995.00, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

Purchase Order #304

Dave Hornung moved to approve Purchase Order #304 for Public Health to Great Plains Security, LLC Invoice #46-00-5781 for a four Position Temp Controller and two Temperature Probs to be located in the refrigerator and freezer downstairs containing vaccines for a total of \$575.00, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

Purchase Order #305

Dave Hornung moved to approve Purchase Order #305 for the Sheriff – 911 Fund to Complete Wireless Technologies Invoice #90620 for Hytera Repeater for tornado siren in the Town of Vona for a total of \$2,995.00, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

OCTOBER VSO REPORT

The VSO October Report was presented to the Board of County Commissioners to be reviewed. There were 3 telephone calls, 1 Community Events, 1 Correspondence Received, 1 Correspondence Written, 1 SF180 Military Records/Corrections, 1 21P-530 Burial Allowance and requests with a total of \$500.00 in salary on the report.

Dave Hornung moved to approve VSO October Report, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

SEPTEMBER FINANCIALS

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

PAM MILLS TREASURER – OCTOBER 2016 HUTF TAX

Pam Mills presented the 2016 HUTF Tax report for October.

DELLA CALHOON – 3RD QUARTER REPORT

Della presented Calendar Year 2016 EMPG-LEMS 2016 3rd Quarter Reimbursement request and financial report EMPG/LEMS expenses of \$15,731.83 with a Federal Share Eligible for Reimbursement of \$7,865.92.

Dave Hornung moved to sign 2016 3rd Quarter EMPG-LEMS Reimbursement, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

After attending the Academy, Della will be making a change in the OEM county and community Mutual Aid Agreements that billing will not begin until 72 hours instead of the present 12 or 24 hours.

There will be a Red Cross Training on Saturday, November 5th, from 9:00 a.m. to 5:00 p.m. in the Ambulance Building meeting room.

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

October 26, 2016

Agenda

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

Action Items:

Talk about the fees for the Health Specialist Program. Fees were not paid for 2015 for \$3,956. The fees for 2016 thus far is \$1,333.

Personnel update:

Request for a new hire (nurse)

Sally Transfer Time Frame

Purchase Order approval:

Fees for the Health Specialist program

Family Planning

Information

Other:

General information sharing

Dave Hornung moved to open the Board of Public Health meeting at 3:30 PM in the Kit Carson County Commissioners' Meeting Room. Those present were Cory Wall, Gary Koop, Dave Hornung, Paula Weeks, and Susan Corliss.

NFP CONTRACT CONTINUATION

Dawn James presented for review the Nurse Home Family Partnership (NFP) Contract Amendment #17-IHIA-95145 with Contract Reference 15 IHIA 68673 for July 1, 2016 to June 30, 2017 that is related to the fiscal management of the Colorado Nurse Home Visitor Program through meetings and/or trainings, provide Nurse Home Visitor services, submit all Medicaid reimbursement requests, refer families to other programs, and ensure that children from birth to 2 years of age are referred to Early Intervention Colorado if they are eligible. The additional funding will not cover equipment or contractual services. Monthly billing for reimbursements is required.

Dave Hornung moved to sign the amended 2016-2017 NFP Contract for addition funds of \$35,205 to the original \$372,374 for a total of \$407,579, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

ORANGE SHEET – BOYD & ROBLES

Dave Hornung moved to approve the Job Change Orange Sheet for Kristie Robles for Public Health effective October 1, 2016, - FTE in Nursing 0.34, WIC 0.29, CVP 0.25, Family Planning 0.1, Family Planning 0.1, and NFP 0.02 Step 00 Grade 33 at \$15.87 per hour for an annual wage of \$33,000.00 full time Exempt employee with benefits that is eligible for January 1 raise, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

Dave Hornung moved to approve the New Hire Orange Sheet for Valerie Boyd for Public Health effective October 17, 2016 with a Trial Period ending April 17, 2017 - FTE in Nursing 0.3, CVP 0.2, and NFP 0.5 Step 75 Grade 39 at \$19.11 per hour for an annual wage of \$39,750.00 full time Exempt employee with benefits, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

HEALTH SPECIALIST PROGRAM

Dawn James shared that the fees for the Health Specialist for 2015 of \$3,956 and half of 2016 in the amount of \$1,333 have not been paid; this was discovered when a letter was received from the State of Colorado. These bills will be presented for purchases orders to be rectified.

Dave Hornung moved to adjourn the Board of Public Health meeting at 4:00 PM, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

Submitted by: Susan Corliss, County Clerk and Recorder



Cory Wall, Chairman

11-2-16

Date

Attest:



Susan Corliss, County Clerk & Recorder

