

KIT CARSON COUNTY COMMISSIONERS

MINUTES – DECEMBER 5, 2018

8:00 AM WORK SESSION
9:00 AM TONY RODRIGUEZ – BUDGET REVIEW FOR 2019 AND FINANCIALS
10:00 AM POSTPONED – LIQUOR LICENSE PUBLIC HEARING – BURLINGTON GOLF CLUB
10:30 AM TERRY KOEHN – WAGNER EQUIPMENT – GRADERS – *work session*
11:00 AM COMMISSIONER MEETING TO CONVENE WITH PLEDGE OF ALLEGIANCE
• REVIEW & APPROVE CONSENT AGENDA ITEMS
12:00 PM LUNCH
1:30 PM MARK BURGHART – INFORMATION MEETING REGARDING AGRICULTURAL HEMP
5:00 PM MEETING TO ADJOURN WHEN BUSINESS IS COMPLETE

AGENDA:

- Minutes – November 29
- Accounts Payable

NEW ITEMS:

- CCI Proxy
- 2019 Concert Addendum
- Colorado Association of Fairs and Shows – Membership Application

PURCHASE ORDERS:

- | | | | | |
|----------|------------------------------|---------------|------------|------------------|
| • PO#675 | Rocky Mountain Plastics Corp | Coroner | \$1,430.00 | Body Bags |
| • PO#676 | Terry Payne | Road & Bridge | \$1,000.00 | 12' Waldon Dozer |

PUBLIC HEALTH:

- Repayment of SEP letter - Discussion

MONTHLY REPORTS:

- Clerk's November Reports
 - Clerk's Report
 - Warrants – Driver License, Motor Vehicle & Marriage License
 - ERTF Report & Transfer
- *Treasurer's November Report*

OLD ITEMS

PERSONNEL ITEMS:

- New Hire Accounts Payable – Chris Graff
- 2 New Hires in Dispatch – Crystal Cranmer, Samantha Jones

FYI:

TABLED:

ADDITIONAL ITEMS:

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DEPARTMENT OF HUMAN SERVICES FINANCIALS

Tony Rodriguez and Melissa Ross presented the October Financial Reports for the Department of Human Services.

The Board of County Commissioners meeting was called to order at 11:50 AM in the Commissioners Meeting Room. The Pledge of Allegiance was recited. Those present were Gary Koop, Dave Hornung, Paula Weeks, and Susan Corliss.

CONSENT AGENDA

The following items were reviewed by the Board of County Commissioners: Minutes of November 29, 2018, Payroll and Accounts Payable.

Gary Koop moved to approve minutes of November 29, 2018, meeting and to pay the Accounts Payable in the amount of \$58,364.83 seconded by Dave Hornung. The motion was carried.

CCI PROXY

The Board of County Commissioners will not appoint a 2019 Voting Proxy for Colorado Counties Inc. (CCI).

2019 CONCERT ADDENDUM

The Board of County Commissioners reviewed the addendum to the contract for the 2019 Fair & Pro Rodeo concert. There are requested changes to the addendum that require initials and acceptance from the agent.

Gary Koop moved to sign and initial changes to the 2019 concert addendum, seconded by Dave Hornung. The motion was carried.

COLORADO ASSOCIATION OF FAIRS AND SHOWS – MEMBERSHIP APPLICATION

The Board of County Commissioners will continue their membership with the Colorado Association of Fairs and Shows with Cory Wall as the contact person.

PURCHASE ORDERS

Purchase Order #675

Gary Koop moved to approve Purchase Order #675 for the Kit Carson County Coroner to Black Mountain Plastics Corporation Invoice #1542 for body bags totaling \$1,430.00, seconded by Dave Hornung. The motion was carried.

Purchase Order #676

Gary Koop moved to approve Purchase Order #676 for Road & Bridge District 3 to Terry Payne for a 12' Waldon Dozer that goes in front of a tractor totaling \$1,000.00, seconded by Dave Hornung. The motion was carried.

CLERK’S NOVEMBER FINANCIALS

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 November 2018 for the County Clerk’s office:

KIT CARSON COUNTY COMMISSIONERS REPORT				
NOVEMBER	To General	To Towns	Warrants	
	COUNTY	STATE	STATE	TOTAL
BURLINGTON CITY SALES TAX		\$ 9,047.07		\$ 9,047.07
CERTIFICATES OF TITLE	\$ 775.99		\$ 620.79	\$ 1,396.78
MISC ELECTIONS				\$ -
CONFIDENTIAL MV/DL/VT				\$ -
ERTF \$2 ST FEE		\$ 336.00		\$ 336.00
ESCROW DEPOSIT	\$ 446.25			\$ 446.25
DRIVERS LICENSE	\$ 1,726.00		\$ 1,548.00	\$ 3,274.00
DUP'S (REG & TITLE)	\$ 97.00		\$ 17.00	\$ 114.00
E-RECORDING SURCHARGE	\$ 168.00			\$ 168.00
COUNTY REVENUE (SHORT CHECKS)	\$ 30.00			\$ 30.00
				\$ -
MARRIAGE LICENSE	\$ 28.00		\$ 92.00	\$ 120.00
MISCELLANEOUS	\$ 841.48			\$ 841.48
MOTOR VEHICLE AUTO TAX	517.98	\$ 83,780.14		\$ 83,780.14
MV LICENSE FEE/PERMITS	\$ 3,807.65		\$104,394.31	\$ 108,201.96
RECEPTION MOTOR VEHICLE	\$ 1,070.00			\$ 1,070.00
ROAD \$1.50 / \$2.50 FEES		\$ 3,368.64		\$ 3,368.64
SB03-103 PD/SAFETY	\$ 41.03			\$ 41.03
SB09-108 LATE FEES	\$ 730.00			\$ 730.00
SEIBERT SALES TAX		\$ 1,980.94		\$ 1,980.94
STATE DOCUMENTARY FEE	\$ 494.36			\$ 494.36
STATE SALES TAX			\$ 18,115.56	\$ 18,115.56
STRATTON SALES TAX		\$ 3.87		\$ 3.87
RECEPTION RECORDING	\$ 3,650.00			\$ 3,650.00
VENDOR FEES	\$ 1,004.04			\$ 1,004.04
GRAND TOTAL	\$ 15,427.78	\$ 98,516.66	\$124,787.66	\$ 238,732.10
			\$ 223,304.32	

Gary Koop moved to approve the Clerk's November Report as presented and pay the following list of Electronic Funds Transfers and Warrants for the month of **November 2018** for the County Clerk's office, seconded by Dave Hornung. The motion was carried.

Warrants written in DECEMBER for NOVEMBER	
\$105,032.10	Colo Dept of Rev MV/LIC - ELT PMT
\$ 18,115.56	Colo Dept of Rev Sales Tax - ELT PMT
\$ 9,047.07	City of Bulrington Sales Tax
\$ 3.87	Town of Stratton Sales Tax
\$ 1,980.94	Town of Seibert Sales Tax
\$ 9.00	State Treasurer - M/L \$3.00
\$ 60.00	Colo Dept of Health - M/L \$20.00
\$ 1,548.00	State Treasurer - Dr Lic - ELT PMT
\$ 336.00	ERTF \$2 ST FEE - Transferred out of EBT Payment
\$136,132.54	

CLERK'S ELECTRONIC RECORDING TECHNOLOGY FUNDS REPORT

The following report was submitted by the Clerk and Recorder's Office for Recording, including the Electronic Recording Technology Funds Report to be approved by the Board of County Commissioners for the month of November 2018 from the County Clerk & Recorder's office:

Amounts for Documents Recorded / Total Business					
KIT CARSON COUNTY COMMISSIONERS REPORT - ELECTRONIC FUNDS TRANSFER					
Nov-18					
	In Person	eRecording	IRS	Total	Escrow
Copies (PH)	\$ 380.00			\$ 380.00	\$ 173.25
Online Credit Card Copies				\$ -	
Documentary Fee (DF)	\$ 494.36			\$ 494.36	
ERT Funds (ES)	\$ 232.00	\$ 100.00	\$ 4.00	\$ 336.00	
Escrow Deposits (EP)	\$ 446.25			\$ 446.25	\$ 764.25
Marriage Application (ML)	\$ 120.00			\$ 120.00	
Online - Monthly Subscription	\$ 150.00			\$ 150.00	\$ 350.00
Recording Fees (RC)	\$ 2,203.00	\$ 1,460.00	\$ 10.00	\$ 3,673.00	
Recording Surcharge (EC)	\$ 116.00	\$ 50.00	\$ 2.00	\$ 168.00	
Totals	\$ 4,141.61	\$ 1,610.00	\$ 16.00	\$ 5,767.61	\$ 1,287.50
ERT FUNDS RECORDED FOR THE CURRENT MONTH					\$ 336.00
LESS ERT FUNDS NOT COLLECTED FOR THE CURRENT MONTH (Outstanding ES \$\$)					\$ (22.00)
PREVIOUS MONTH ERT funds received in CURRENT MONTH					\$ 24.00
CURRENT MONTH ERT FUNDS (Cashbooks)	\$ 336.00	\$ 2.00		\$ 338.00	

Gary Koop moved to approve the Clerk's November ERTF Report as presented that will be transferred and pay \$338.00 via ACH to the State Treasurer, seconded by Dave Hornung. The motion was carried.

TREASURER'S NOVEMBER FINANCIALS

The Board of County Commissioners reviewed the November Treasurer's Report from County Treasurer Pam Mills.

KIT CARSON COUNTY COLORADO

MONTHLY REPORT OF ACTIVITY IN THE VARIOUS COUNTY FUNDS

MONTH ENDING November 30, 2018

FUND	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	ENDING BALANCE
County General	\$3,361,071.93	\$227,668.22	(\$543,113.03)	\$3,045,627.12
KCC Public Health Agency	(\$55,543.90)	\$93,000.00	(\$107,270.41)	(\$69,814.31)
Contingent	\$376,999.54			\$376,999.54
Road and Bridge	\$1,956,338.60	\$301,933.08	(\$252,524.07)	\$2,005,747.61
Ambulance	(\$245,237.04)	\$17,634.65	(\$25,870.11)	(\$253,472.50)
Social Services	\$234,619.46	\$55,237.18	(\$77,753.26)	\$212,103.38
Capital Expenditures	\$218,056.75	\$1,673.15	(\$17.10)	\$219,712.80
Conservation Trust	\$13,157.68	\$28.96		\$13,186.64
Solid Waste	\$37,716.51	\$30,988.68	(\$33,040.21)	\$35,664.98
E-911	\$60,841.15	\$9,554.81	(\$5,142.84)	\$65,253.12
KCC Facilities Corp	\$3,211.88			\$3,211.88

Respectfully Submitted,

 Kit Carson County Treasurer

Gary Koop moved to approve the Treasurer's November Financials, seconded by Dave Hornung. The motion carried.

ORANGE SHEETS – GRAFF, CRANMER, & JONES

The Board of County Commissioners reviewed Orange Sheets Chris Graff, Crystal Cranmer, and Samantha Jones.

Gary Koop moved to approve the Admin Department New Hire Orange Sheet for Chris Graff at \$14.42 per hour for Step 00 Grade 30 with annual wage of \$30,000.00 as a Non-Exempt Full Time Employee with Benefits effective December 10, 2018 with a trial period ending June 10, 2019, seconded by Dave Hornung. The motion carried.

Gary Koop moved to approve the Sheriff's Dispatch Department New Hire Orange Sheet for Crystal Cranmer at \$14.42 per hour for Step 00 Grade 30 with annual wage of \$30,000.00 as a Non-Exempt Full Time Employee with Benefits effective January 1, 2019 with a trial period ending July 1, 2019, seconded by Dave Hornung. The motion carried.

Gary Koop moved to approve the Sheriff's E911 Department New Hire Orange Sheet for Samantha Jones at \$14.42 per hour for Step 00 Grade 30 with annual wage of \$30,000.00 as a Non-Exempt Full Time Employee with Benefits effective January 1, 2019 with a trial period ending July 1, 2019, seconded by Dave Hornung. The motion carried.

NICOLE RICHARDS – BRAUN NORTHWEST PROPOSAL

The Board of County Commissioners reviewed the revision for the new ambulance from Braun NW Inc. for 2019 North Star Ambulance. Nicole Richards indicated that these changes were necessary to meet the awarded amount and guidelines of the grant. Any additional items needed for the new ambulance would have to be billed separately to the county.

Gary Koop moved to accept the Braun NW Inc. bid for the new 2019 North Star 154-1 Ambulance on a 2019 Ford Diesel F-350 4x4 Ambulance Prep Chassis per the Kit Carson County's specifications for \$166,036.00, seconded by Dave Hornung. The motion was carried.

The Board of County Commissioners meeting recessed at 12:03 PM.

The Board of County Commissioners meeting resumed at 1:30 PM in the Commissioners Meeting Room. Those present were Gary Koop, Dave Hornung, Mark Burghart, Rol Hudler, Mathis Kennington, Jeremy Harris, Linda Niebur, Cary Schlosser, Jason Sircy, Paula Weeks, and Susan Corliss.

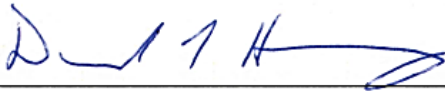
INFORMATION MEETING REGARDING AGRICULTURAL HEMP

A presentation on industrial hemp was provided by Mathis Kennington and Jeremy Harris about their Pufferfish Ventures, LLC proposal to grow industrial hemp in Kit Carson County. The project would begin with a 5 acre area for a test greenhouse located on the corner of an irrigated circle that would allow growing and cloning of the hemp year round in the greenhouse and yearly crops under the circle. A process facility would be located in another location. The goal would be to have a 100,000 sq. ft. greenhouse that would employ 100 trainable employees and additional land to accommodate the increase in business. The Board of County Commissioners stated that Kit Carson County ORDINANCE 13-22170 prohibits the growing or sale of marijuana in unincorporated Kit Carson County but does not include industrial hemp, nor does it include

fiber produced from the stalks, oil, or cake made from the seeds of the plant, sterilized seed of the plant which is incapable of germination, or the weight of any other ingredient combined with marijuana to prepare topical or oral administrations, food, drink, or other product. Kennington and Harris answered additional questions from those present.

The Board of County Commissioners meeting adjourned at 3:00 PM.

Submitted by: Susan Corliss, County Clerk & Recorder



Dave Hornung, Chairman

12/12/2018

Date

Attest:



Susan Corliss, County Clerk and Recorder

