

**KIT CARSON COUNTY COMMISSIONERS
MINUTES
FEBRUARY 6, 2019**

8:00 AM WORK SESSION
9:30 AM JAMES LIGHTLE – TALK ABOUT CONTRACT FOR FAIR
10:00 AM TONY RODRIGUEZ – DHS FINANCIALS FOR DECEMBER
10:30 AM DOUG ANDERSON – BEAVER VALLEY CEMETERY
11:00 AM JEFF CURE – COUNTY ATTORNEY – *work session*
12:00 PM LUNCH
1:00 PM COMMISSIONER MEETING TO CONVENE WITH PLEDGE OF ALLEGIANCE
• REVIEW CONSENT AGENDA ITEMS: PAYABLES, MINUTES, SIDE ITEMS
1:00 PM 1:30 PM DAWN JAMES – PUBLIC HEALTH – COPIER, ETC.
1:30 PM 1:00 PM JEFF MANGUS – BIG IRON
2:00 PM KARI LINKER – MCC – CALL (970)542-3113
MEETING TO ADJOURN WHEN BUSINESS IS COMPLETE

AGENDA:

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- Minutes – January 30, 2019
- Accounts Payable

NEW ITEMS:

- Intergovernmental Contracts – DHS
- 179D Tax Deduction
- Fair Commercial Booth Space Letters
- BBQ Letters
- CORA – Request – Road Signs & *work session with Jeff Cure*

PUBLIC HEALTH:

- PO#702 Bayer Public Health \$564.98 Kyleena
- *Deputizing & Oversight by Parke Health for Immunization*
- *Immunization Funding Increase*
- *Smiles Express Services Agreement*

PURCHASE ORDERS:

MONTHLY REPORTS:

- Clerk's January Reports
 - Clerk's Report with Warrants – Driver License, Motor Vehicle, & Marriage License
 - ERTF Report & Transfer

OLD ITEMS:

PERSONNEL ITEMS:

FYI:

TABLED:

ADDITIONAL ITEMS:

- *Bethune Carnival Request*
- *EMPG-LEMS 4th Qtr Reimbursement Report*

The Board of County Commissioners meeting was called to order at 1:08 PM at the Kit Carson County Courthouse – Commissioners' Room. Those present were Gary Koop, Cory Wall, Dave Hornung, Doug Binder, Kurt Campbell, Jeff Mangus, and Susan Corliss.

BIG IRON

Kurt Campbell, Big Iron Regional Manager, and Doug Binder, District Manager, introduced Jeff Mangus as the new Kit Carson County Independent Sales Representative. Packets of information were explained including selling area, tiered selling, and timeline of sales.

The Board of County Commissioners meeting recessed at 1:25 PM.

February 6, 2019

Agenda

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

Action Items:

- Purchasing a new copier/scan/printer for main office. Cost is split with DHS. Total \$8,344.34 ½ = \$4,172.17
- MOU with Parke Health for Immunization Deputization. 4 copies to be signed
- Contract Amendment #1 for Immunization additional funding from the State of \$4,319.00. Five copies need signed in Blue Ink
- Services Agreement with Smiles Express Mobile to provide Dental Services this summer to kids. 4 copies to initial
- Kari Briegel 6 month eval and discussion of pay increase. – *Orange Sheet to be presented next week.*
- Contract with Kindra for WIC High Risk Nurse. – *not presented*

Personnel update:

Purchase Order approval: (all purchase orders have been sent over to courthouse)

- Travel Request sent over for Lindsey Blackwelder to attend NFP Symposium in Nashville – Sept 2019

Other:

Dave Hornung moved to open the Board of Public Health meeting at 1:26 PM in the Kit Carson County Courthouse – Commissioners' Room. Those present were Dave Hornung, Cory Wall, Gary Koop, Dawn James, and Susan Corliss.

NEW COPIER/SCAN/PRINTER FOR MAIN OFFICE

Dawn James shared copier prices that Todd Holmes had researched. The Board of County Commissioners would like bids from two businesses and will approve at a future meeting.

PARKE HEALTH FOR DEPUTIZING & OVERSIGHT OF IMMUNIZATION

The Board of County Commissioners reviewed the Memorandum of Understanding between Parke Health Center and the Kit Carson County Public Health Department for Deputizing and Oversight of Public Health Departments to provide vaccines for entitled underinsured children.

Dave Hornung move to sign MOU for Rural Health Clinics to Deputize Parke Health Center for oversight of the immunizations done by the Kit Carson County Public Health & Environment, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

CONTRACT AMENDMENT #1 FOR IMMUNIZATION

Dave Hornung moved to approve the Amendment #1 to accept additional funding for Immunization effective March 18, 2019 through June 30, 2019 in the amount of \$4,319.00 in Federal Funds contract #19-FHHA 127094 bringing the total amount of the contract to \$22,522.00, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

SMILES EXPRESS SERVICES AGREEMENT

Dawn James presented a Services Agreement with Smiles Express Mobile that provides a Statement of Work that specializes in arranging for the provision of dental services to children and adolescents including dental exams, x-rays, fluoride, sealant, prophylaxis, and follow-up treatment.

Dave Hornung moved to sign the Smiles Express Mobile Services Agreement effective February 6, 2019 through February 6, 2020 to provided free services on one day this summer for children enrolled in Kit Carson County Department of Public Health & Environment programs, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

NASHVILLE NFP CONFERENCE

Lyndsey Blackwelder received a state scholarships to attend the National NFP Conference in Nashville in September 2019. Dawn James requested approval of travel expenses to the conference. She will present a purchase order with the information.

PURCHASE ORDERS

Purchase Order #702

Gary Koop moved to approve the Purchase Order #702 for Public Health to Bayer PH PO#2943 for Kyleena Birth Control totaling \$564.98, seconded by Cory Wall. The motion carried. Dave Hornung voted against.

Dave Hornung moved to adjourn the Board of Public Health meeting at 2:00 PM, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

The Board of County Commissioners meeting reconvened at 2:02 PM.

CONSENT AGENDA

The following items were reviewed by the Board of County Commissioners: Minutes of January 30, 2019, and Accounts Payable.

Dave Hornung moved to approve minutes of January 30, 2019, and to pay the Accounts Payables in the amount of \$129,462.75, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

CORRESPONDENCE

The Board of County Commissioners received a thank you from the Della Purviance family.

PROMOTING SAFE AND STABLE FAMILIES (PSSF) – DHS

The Board of County Commissioners reviewed the Intergovernmental Agreement for Promoting Safe and Stable Families (PSSF). Promoting Safe and Stable Families Amendment #2 to Original Contract which extends the contract term for FY19 and decreases funds for services to be provided in FY19. The purpose is to provide resources for the implementation of the Promoting Safe and Stable Families program. Prairie Family Development provides the classes and SOW with KCCHDS. Services will address family support, preservation, time-limited family reunification and adoption promotion and support.

Gary Koop moved to sign the PSSF Contract 19 IHIA 113072 effective October 1, 2018 – September 30, 2019 with a decrease of \$40,272 for Fiscal Year 2019 for a total amount of federal funds of \$79,728, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

179D TAX DEDUCTION

Dave Hornung moved to sign the IRS form 179D for tax deduction that will be filed because of the courthouse energy upgrade, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall. Note that Dave Hornung signed as 2018 BOCC Chairman.

FAIR COMMERCIAL BOOTH SPACE LETTERS

The Board of County Commissioners reviewed the amended Commercial Booth Space letters including all of the information about the required Sales Tax and/or Special Events License.

Gary Koop moved to approve the Commercial Booth Space (draft 3) letter and application for distribution for the 2019 Kit Carson County Fair and Pro Rodeo, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

BBQ LETTERS

Dave Hornung moved to sign sponsor letters for the fair BBQ sponsors and the watermelon feed, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

CORA – REQUEST – ROAD SIGNS

Jeff Cure called the firm that is requesting road sign information on County Road V and Country Road 4. Extension for the CORA request was granted to turn in material next week.

BETHUNE CARNIVAL REQUEST

Gary Koop moved to donate three (3) Kit Carson County Pro-Rodeo tickets to the Bethune Bobcat Booster Club Carnival, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

EMPG-LEMS 4TH QTR REIMBURSEMENT REPORT

Dave Hornung moved to approve OEM wages and expenditures of \$16,582.77 and Federal Share Eligible for Reimbursement of \$8,291.39 for the 4th Quarter of 2018, seconded by Gary Koop. The motion was carried by unanimous vote of Cory Wall.

CLERK'S JANUARY 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 January 2019 for the County Clerk's office:

KIT CARSON COUNTY COMMISSIONERS REPORT				
JANUARY	To General COUNTY	To Towns STATE	Warrants STATE	TOTAL
BURLINGTON CITY SALES TAX		\$ 7,786.21		\$ 7,786.21
CERTIFICATES OF TITLE	\$ 851.99		\$ 681.60	\$ 1,533.59
MISC ELECTIONS				\$ -
CONFIDENTIAL MV/DL/VT				\$ -
ERTF \$2 ST FEE		\$ 240.00		\$ 240.00
ESCROW DEPOSIT	\$ 281.01			\$ 281.01
DRIVERS LICENSE	\$ 1,472.00		\$ 1,607.45	\$ 3,079.45
DUP'S (REG & TITLE)	\$ 74.50		\$ 15.30	\$ 89.80
E-RECORDING SURCHARGE	\$ 120.00			\$ 120.00
COUNTY REVENUE (SHORT CHECKS)	\$ 31.00			\$ 31.00
REFUNDS	\$ 110.70			\$ 110.70
MARRIAGE LICENSE	\$ 21.00		\$ 69.00	\$ 90.00
MISCELLANEOUS	\$ 352.93			\$ 352.93
MOTOR VEHICLE AUTO TAX	\$ 641.48	\$ 101,101.16		\$ 101,101.16
MV LICENSE FEE/PERMITS	\$ 4,865.88		\$ 110,814.70	\$ 115,680.58
RECEPTION MOTOR VEHICLE	\$ 1,008.00			\$ 1,008.00
ROAD \$1.50 / \$2.50 FEES		\$ 4,304.35		\$ 4,304.35
SB03-103 PD/SAFETY	\$ 52.85			\$ 52.85
SB09-108 LATE FEES	\$ 710.00			\$ 710.00
SEIBERT SALES TAX		\$ 529.17		\$ 529.17
STATE DOCUMENTARY FEE	\$ 234.88			\$ 234.88
STATE SALES TAX			\$ 27,028.44	\$ 27,028.44
STRATTON SALES TAX		\$ -		\$ -
RECEPTION RECORDING	\$ 2,235.00			\$ 2,235.00
VENDOR FEES	\$ 1,217.52			\$ 1,217.52
GRAND TOTAL	\$ 14,280.74	\$ 113,960.89	\$ 140,216.49	\$ 268,458.12
			\$ 254,177.38	

Dave Hornung moved to approve the Clerk's January Report as presented and pay the following list of Electronic Funds Transfers and Warrants for the month of **January 2019** for the County Clerk's office, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

Warrants written in FEBRUARY for JANUARY	
\$ 111,511.60	Colo Dept of Rev MV/LIC - ELT PMT
\$ 27,028.44	Colo Dept of Rev Sales Tax - ELT PMT
\$ 7,786.21	City of Burlington Sales Tax
\$ -	Town of Stratton Sales Tax
\$ 529.17	Town of Seibert Sales Tax
\$ 9.00	State Treasurer - M/L \$3.00
\$ 60.00	Colo Dept of Health - M/L \$20.00
\$ 1,607.45	State Treasurer - Dr Lic - ELT PMT
\$ 240.00	ERTF \$2 ST FEE - Transferred out of EBT Payment
\$ 148,771.87	
\$ 105,405.51	Difference Collected VS Paid Out
\$ 105,405.51	SOT & R/B Fee Paid Out By Treasurer

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 January 2019 from the County Clerk & Recorder's office:

KIT CARSON COUNTY COMMISSIONERS REPORT - ELECTRONIC FUNDS TRANSFER						
Jan-19						
	In Person	eRecording	IRS	Total	Escrow	
Copies (PH)	\$ 414.50			\$ 414.50	\$ 191.75	
Online Credit Card Copies				\$ -		
Documentary Fee (DF)	\$ 225.78	\$ 42.15		\$ 267.93		
ERT Funds (ES)	\$ 218.00	\$ 92.00		\$ 310.00		
Escrow Deposits (EP)	\$ 200.00			\$ 200.00	\$ 331.01	
Marriage Application (ML)	\$ 90.00			\$ 90.00		
Online - Monthly Subscription	\$ 100.00			\$ 100.00	\$ 300.00	
Recording Fees (RC)	\$ 1,790.00	\$ 1,300.00		\$ 3,090.00		
Recording Surcharge (EC)	\$ 109.00	\$ 46.00		\$ 155.00		
Totals	\$ 3,147.28	\$ 1,480.15	\$ -	\$ 4,627.43	\$ 822.76	
ERT FUNDS RECORDED FOR THE CURRENT MONTH						\$ 310.00
LESS ERT FUNDS NOT COLLECTED FOR THE CURRENT MONTH (Outstanding ES \$)						\$ (82.00)
PREVIOUS MONTH ERT funds received in CURRENT MONTH						\$ 18.00
CURRENT MONTH ERT FUNDS	(Cashbooks)	\$ 240.00	\$ 6.00		\$ 246.00	
		Check/Cash Pmt	Escrow Pmt			

Gary Koop moved to approve the Clerk's January ERTF Report as presented that will be transferred and pay \$246.00 via ACH to the State Treasurer, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

LETTER OF SUPPORT FOR MORGAN COMMUNITY COLLEGE

Dave Hornung moved to write and sign a letter of support for the Colorado Opportunity Scholarship Initiative (COSI) for matching funds of \$ 12,377.00 with Morgan Community College Foundation, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

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

Submitted by: Susan Corliss, County Clerk & Recorder

Gary Koop
 Gary Koop, Chairman Pro-Tem

2/13/2019
 Date

Attest:
Susan Corliss
 Susan Corliss, County Clerk and Recorder

