

**KIT CARSON COUNTY COMMISSIONERS
MINUTES
MARCH 13, 2019**

8:00 AM PRE-DEPARTMENT HEAD MEETING
8:30 AM DEPARTMENT HEAD MEETING – HOST RANDY GORTON – AMBULANCE BUILDING
10:00 AM DAWN JAMES - PUBLIC HEALTH – HEALTH PROMOTIONS CONTRACT
10:30 AM WORK SESSION
11:00 AM ~~JEFF CURE – COUNTY ATTORNEY~~ canceled
12:00 PM LUNCH
1:00 PM COMMISSIONER MEETING TO CONVENE WITH PLEDGE OF ALLEGIANCE
• REVIEW CONSENT AGENDA ITEMS: PAYROLL, PAYABLES, MINUTES, SIDE ITEMS
~~1:00 PM JON WAGNER – CTSI ANNUAL INS POOL - weather cancellation~~
~~1:30 PM DUSTY JOHNSON – KEN BUCK'S OFFICE – UPDATES - weather cancellation~~
2:00 PM 10:30 AM COLLIN KOOP – REFRIGERATOR – JAIL
MEETING TO ADJOURN WHEN BUSINESS IS COMPLETE

AGENDA:

- Minutes – March 6, 2019
- Accounts Payable

NEW ITEMS:

- Subdivision Exemption – Weston Charles
- Treasurer – Mineral Tax Cancellations
 - Resolution 19-038
 - Resolution 19-039
 - Resolution 19-040
- Marriage and Family Therapy

PUBLIC HEALTH:

- Health Promotion Contract
- Family Planning
- Orange Sheet for Donna Tatkenhorst new hire

PH PURCHASE ORDERS

- PO#719 GovConnections Public Health \$990.60 Mobile Workstation, USB to dual display port mini dock

PURCHASE ORDERS:

- PO#718 Bank of the West- Select Blinds Grounds \$588.89 Blinds for Annex
- PO#720 Amazon Grounds \$1,628.15 Mytee – Contractor Special Heated Carpet Extractor
- PO#721 Butch Davis Human Services \$716.79 Water Heater for client (APS)
- PO#722 Av-Tech Electronics Sheriff \$2,394.70 Gun Rack Dual Pro-cell
- PO#723 GovConnections, Elections \$3,958.80 3 Z-book, 2 Mini Docks, USB, 2 Scanners

MONTHLY REPORTS:

- CAPP-CWCP Monthly Report

OLD ITEMS:

PERSONNEL ITEMS:

FYI

TABLED:

ADDITIONAL ITEMS

The Department Head Meeting was called to order at 8:35 AM hosted by Coroner Randy Gorton. The Pledge of Allegiance was recited. Those present were Randy Gorton, Della Calhoun, Paula Weeks, Collin Koop, Dawn James, Terry Hubbel, Tom Ridnour, Korena Laue, Nicole Richards, Susan Corliss, Dave Hornung, Gary Koop, and Cory Wall.

DEPARTMENT HEADS MEETING

Terry Hubbell – Weeds District – shared that things are going good.

Dawn James – Public Health & Environment Director – reported that they have received a \$45,000 grant to work on a tri county collaborative that will be looking at their strategic plans for similarities that would enable them to work together. Another small grant has been awarded to help with blood pressure self-monitoring, diabetes, clinic, and intervention. A new nurse, Destiny Evett, has been hired to work the Tobacco program and General Nurse and EPR. A new part-time hire for the Community That Cares program will be presented to the Board of County Commissioners today. There are still open positions that applications are being accepted. One of the main problems that has prevented hiring is the lack of available day care. There will be a tabletop exercise with a joint EOC next week on March 21.

Collin Koop – Grounds & Buildings – shared that they are working on new cabinets & new flooring in the Elections office. He has ordered a steam cleaner for the carpets, so please let him know if there are any stains that need to be removed. Painting at the Annex was done over the weekend and a new door was installed at the landfill this week. Currently they are installing carpet inside the landing of the courthouse east door. The county didn't receive the requested GOCO grant for the fairgrounds; he is looking at ways to do some of the jobs. 360 Energy Engineers are not sure if they know the problem is with the Samsung heating units, since they have all been worked on and there are parts in Collin's office. He is working on continued coverage to next winter for labor, parts, and mileage since there are concerns that all of the issues will not be determined before the end of cold weather; there is nothing in writing yet.

Paula Weeks – Admin – indicated that the 2017 Single Audit is finally done! Her staff is busy finishing year end. With lots of new legislation, it is going to affect the budget in 2020 a lot. She is still working on the Strategic Plan waiting on information from a few department heads.

Della Calhoun – Emergency Manager – attended the FEMA Conference meeting last month. There will be a weather spotter training on March 18th at the Ambulance Meeting room at 6:30 P.M. Kit Carson County will be working with Cheyenne and Lincoln Counties on holding Access and Functional Preparedness meeting on May 15th at the Burlington Community Center. NOAA approved the renewal for Storm Ready. She is working with local Fire and EMS that are interested and qualified for emergency credential badges. The Red Cross will be out next week to certify the Wheatland Community Center in Flagler as an emergency location. Dave Hornung shared that Della was named the Northeast Region Emergency Manager of the Year. The NOAA conference calls indicate that the county will most likely be on the south end of the storm. The schools attended the conference calls and most decided to close on Wednesday because of the forecast.

Tom Ridnour – Sheriff – shared that there are three openings, one in Patrol, Dispatch, & Jail. The generator will be primed several times a day before possible storms because of the delay in starting. It took almost a minute to start when the power went out over the weekend. Collin is working with CAT on finding a resolution to this problem. Tom thanked the commissioners for the resolution against the Red Flag Bill. Mental health is the problem not taking away guns. The bill does not have any type funding in the bill. Last week Cory Gardner's representative mentioned that they are trying to find funding for a regional mental health facility and asked if there would be a problem if the facility was located in the

county. Dawn shared that Mental Health is the first item on the Public Health Strategic Plan and would be a huge asset.

Nicole Richards & Korena Laue – Ambulance Department – reported that Cody passed his national test. Cindy McCombs held test for last EMT class; they can now do the state and national tests. The new ambulance spec sheet has been signed so it will begin production. The next EMT class will be in September; there has been interest expressed already. The crew has really stepped up and working together well. They will be meeting with the Stratton crew next week asking for help on listening in on calls.

Susan Corliss – Clerk and Recorder – shared that the US Imaging scanning team had completed scanning all of the books onsite on Monday. They had worked 24/7 since March 1st scanning the books from 1889 through 1967. The aperture cards are at their plant in Michigan being scanned concurrently.

Tony Rodriguez – Department of Human Services Director – report read by Susan Corliss - We have started updating/repairing the family visitation room. Collin will be painting soon. We appreciate the promptness in getting this scheduled! The Burlington Rotary Club has sponsored a scholarship of \$500 towards a department logo design contest we are currently having. Several students from Kit Carson County school districts are participating. We hope to get a new logo for our department sometime in the next few months. Tony finished bookkeeper training late last month. Great class and learned a lot. Melissa and Tony will be working on updating some fiscal practices within the department in the coming weeks. This is more of a question - Jesse Lewis our APS worker has been working with Ministerial Alliance to try and identify community members who would be willing to serve as guardians in APS cases when needed. Historically the department has carried some guardianships but current practice is to move counties away from that. If anyone in the group knows of someone who might be interested in serving our community as a guardian in an APS case, please let Tony know. It doesn't come up often but, it is needed from time to time.

Gary Koop – Commissioner District 1 – indicated the Road & Bridge District 1 has been working around the weather getting ready for the spring work load.

Cory Wall – Commissioner District 2 – shared that the Growth Committee is submitting a matching grant application for the \$80,000.00 with DOLA to work on a campaign strategy to encourage people to relocate to Kit Carson County. The initial plan of targeting the retirement age has changed to include all ages and families, due to the lack of all the adult care that may be needed. Road & Bridge District 2 are going home at noon to be ready to move snow when the storm breaks, since the storm looks like it will hit Kit Carson County around 2:00 p.m. The decision was made to close all county offices at noon today (Wednesday, March 13) for the safety of the county employees.

Dave Hornung – Commissioner District 3 – reported that the Road & Bridge Districts did not order road graders for 2019 because they came in so late in 2018. The process will begin to order graders for delivery in January 2020. The commissioners have been working on purchasing the ground that the emergency towers are located on instead of renewing the lease in 2024. The Flagler Tower is currently in the process of being surveyed. The Bethune Tower will take longer. The hemp industry questions have quieted down and nothing has been presented to the Planning Commission for land use change at this time.

Paula Weeks shared that there will be speakers on the topic of hemp at the Pro15 on March 21 in Wray. The meeting is open to the public beginning at 10:00 AM.

Randy Gorton – Landfill / Coroner – indicated that the regulations for training at the Landfill will be new. They have requested a template for the training, it has changed from the earlier conversations. If the employees are not trained, the landfill is out of compliance. Another new rule is to water roads as needed that means that there will need a water truck. Collin shared that he is working on a building a new water truck for the fairgrounds that can be used except the week before and of fair. It was determined that this could be a good working solution. APEN report will take the state 30-45 hours to review, which could be up to \$16,000 for the review. The county has already paid \$8,000 to have it prepared.

The Kit Carson County Department Head Meeting adjourned at 9:32 AM.

Next meeting is Wednesday, April 10, 2019, with Assessor Abbey Mullis as the host.

March 13, 2019

Agenda

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

Action Items:

- Contract Amendment #3 additional fund for Title X

Personnel update:

- Orange Sheet new hire CTC

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

Other:

Dave Hornung moved to open the Board of Public Health meeting at 10:00 AM in the Kit Carson County Commissioners' Meeting Room, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall. Those present were Cory Wall, Gary Koop, Dave Hornung, Dawn James, Paula Weeks, and Susan Corliss.

FAMILY PLANNING

Dawn James presented Contract Amendment #3 for Family Planning Original Contract # 15FLA 66975 for the purpose of which is to reduce unintended pregnancies by insuring access to quality reproductive health services to all Coloradoans. Modifications are to change Exhibit A and the Exhibit B Statement of Work to align the current contract with the current federal and state requirements.

Gary Koop moved to approve Department 048 Contract Amendment #3 for Family Planning Original Contract that began on July 1, 2014 and expires December 31, 2019, that will increase federal funding in the amount of \$8,558.00 and state funding in the amount of \$10,000.00 for a current contract maximum amount (year to date) totaling \$133,867.00, seconded by Cory Wall. The motion carried. Dave Hornung voted against.

ORANGE SHEET - TATKENHORST

Gary Koop moved to approve the Public Health New Hire – Orange Sheet for Donna Tatkenhorst at \$15.00 per hour for the CTC (Communities That Care) program as a Part Time Employee – 20 Hours per week without Benefits effective April 1, 2019, with a trial period November 1, 2019, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

HEALTH PROMOTION CONTRACT

Dawn James presented WISEWOMAN contract for Department 052 Health Promotions. This project serves to implement strategies to address cardiovascular disease prevention that include Clinic Quality Improvement portfolio and WISEWOMAN (Well-Integrated Screening and Evaluations for Women across the Nation) program.

Dave Hornung moved to approve Department 052 Health Promotions Contract Waiver #154 that began on April 1, 2019 and expires September 29, 2019, that has federal funding in the amount of \$24,992.00, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

PURCHASE ORDERS

Purchase Order #719

Dave Hornung moved to approve the Purchase Order #719 for Public Health to GovConnections PH PO#2999 for Mobile Workstation, USB to dual display dock totaling \$990.60, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

Dave Hornung moved to adjourn the Board of Public Health meeting at 9:20 AM, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

The Board of County Commissioners meeting was called to order at 11:25 AM in the Kit Carson County Courthouse Commissioners Room. Those present were Cory Wall, Gary Koop, Dave Hornung, Paula Weeks, and Susan Corliss.

CONSENT AGENDA

The following items were reviewed by the Board of County Commissioners: Minutes of March 6, 2019, and Accounts Payable.

Dave Hornung moved to approve minutes of March 6, 2019, and to pay the Accounts Payables in the amount of \$79,127.68, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

SUBDIVISION EXEMPTION – WESTON CHARLES

Subdivision Exemption from 160 acres for Debra Michael (Nova Joy Blancken Life Estate), consisting of 10 acres located in the Southwest Quarter Section 27, Township 8S, Range 51W common description of 19206 County Rd. 3, Flagler, Colorado, being requested by Weston Charles.

Gary Koop moved to approve the Subdivision Exemption for Weston Charles, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

TREASURER – MINERAL TAX CANCELLATIONS

The Board of County Commissioners tabled the resolutions for further review.

MARRIAGE AND FAMILY THERAPY – MARIA MOELLENBERG

The Board of County Commissioners tabled to the next meeting.

PURCHASE ORDERS

Purchase Order #718

Gary Koop moved to approve the Purchase Order #718 for Grounds & Buildings to Bank of the West – Select Blinds Order #5509045 for Blinds for the Annex totaling \$3,123.39, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

Purchase Order #720

Dave Hornung moved to approve the Purchase Order #720 for Grounds & Buildings to Amazon for Mytee Contractor’s special heated carpet stain removal totaling \$1,648.15, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

Purchase Order #721

Gary Koop moved to approve the Purchase Order #721 for Human Services to Butch Davis for water heater installation for a client (APS) totaling \$716.79, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

Purchase Order #722

Dave Hornung moved to approve the Purchase Order #722 for the Sheriff Department to AV-Tech Electronics, Inc. Quote #0082000 for gun rack dual pro-cell totaling \$2,394.70, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

Purchase Order #723

Gary Koop moved to approve the Purchase Order #723 for Elections to GovConnections Sales Quote #24766043.03-W1 for three Z-books, two mini docks, USB ports, and two scanners totaling \$3,958.80, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

CAPP & CWCP REPORT FOR FEBRUARY

Dave Hornung moved to approve February CAPP & CWCP Report as presented, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

The Board of County Commissioners meeting adjourned at 12:00 PM.

Submitted by: Susan Corliss, County Clerk & Recorder



Cory Wall, Chairman

Attest:



Susan Corliss, County Clerk and Recorder

3/20/2019

