

**KIT CARSON COUNTY COMMISSIONERS
MINUTES
MARCH 20, 2019**

8:00 AM WORK SESSION
10:00 AM DARYL MILLER
10:30 AM PUBLIC HEARING – BURLINGTON GOLF CLUB LIQUOR LICENSE
11:00 AM JEFF CURE – COUNTY ATTORNEY
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 DOUG SHORT – 13TH DISTRICT
• DISCUSS NEW LEGISLATION TO ADD ANOTHER JUDGE TO THE 13TH
1:30 PM TONY RODRIGUEZ – DHS – NEW POLICIES
MEETING TO ADJOURN WHEN BUSINESS IS COMPLETE

AGENDA:

- Minutes – March 13, 2019
- Accounts Payable

NEW ITEMS:

- Adopt 2019 Strategic Plan – *Exhibit A*
- 2020 FY Court Security Grant
- Human Services Contract – GEO Reentry Services LLC
- Office Works Maintenance Agreement for Extension
- Easement – Scotty LLC (water hydrant)

PUBLIC HEALTH:

PURCHASE ORDERS:

- | | | | | |
|----------|----------------------------|---------|------------|--------------------------------------|
| • PO#724 | Av-Tech Electronics | Sheriff | \$908.20 | 4 Service Pro Mounting Stations |
| • PO#725 | DHE | Sheriff | \$5,223.38 | Laptop Computers |
| • PO#726 | Oklahoma Dept. Corrections | OEM | \$54.29 | Storm Ready Sign – require by vendor |

MONTHLY REPORTS:

- Public Trustee – February Report

OLD ITEMS:

- Human Services - Marriage and Family Therapy Contract - Moellenberg

PERSONNEL ITEMS:

FYI

TABLED:

- Treasurer – Mineral Tax Cancellations
 - Resolution 19-038
 - Resolution 19-039
 - Resolution 19-040

ADDITIONAL ITEMS

- *Special Transportation Permit 19-001 – American Engineering Trucking*

The Board of County Commissioners meeting was called to order at 10:32 AM in the Kit Carson County Courthouse Commissioners Room. The Pledge of Allegiance was recited. Those present were Cory Wall, Gary Koop, Dave Hornung, Jeff Yager, Darlene Boden, Brandon Hays, Jason Lorenzini, Paula Weeks, and Susan Corliss.

Dave Hornung moved to go into a Liquor License Public Hearing for the Burlington Golf Club, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

PUBLIC HEARING FOR NEW LIQUOR LICENSE

No correspondence for the Public Hearing was received. The Board of County Commissioners used the hearing time to ask the Burlington Golf Club officers questions about their application.

BURLINGTON GOLF CLUB - LIQUOR LICENSE APPLICATION

The Board of County Commissioners reviewed the application for Prairie Pines Golf Club. The building is a temporary location but has been inspected compared to the map provided.

Dave Hornung moved to approve the Optional Premises Liquor License for Prairie Pines Golf Club operated by the officers of the Burlington Golf Club, Inc. with Jeff Yager as the manager located at 48699 Hogan Drive, Burlington, Colorado, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

JEFF CURE – COUNTY ATTORNEY

Land Use Code was discussed for the Flagler Tower and hemp processing buildings. Jeff will talk to the Treasurer about the tabled resolutions. Work continues on preparing a perpetual easement for the Bethune Tower. The Assessor's office is sending out notices that the undivided properties in the county will be receiving one tax notice per statute instead of one to each named owner. It was explained that this will be much clearer and prevent a portion of an undivided interest to end up on a tax sale.

SUBDIVISION EXEMPTION – FLAGLER TOWER

Subdivision Exemption from 80 acres for Debra Michael (Nova Joy Blancken Life Estate), consisting of 9.62 acres located in the Southeast Quarter Section 28, Township 8S, Range 51W being requested by Kit Carson County.

Dave Hornung moved to approve the Subdivision Exemption for Kit Carson County – Flagler Tower per Land Use Code Article 5, Division 3, 5-301(E), seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

The Board of County Commissioners meeting recessed at 12:00 PM for lunch.

The Board of County Commissioners meeting reconvened at 1:00 PM in the Kit Carson County Courthouse Commissioners Room. Those present were Cory Wall, Gary Koop, Dave Hornung, Doug Short, Sharlene Mills, Paula Weeks, and Susan Corliss.

DOUG SHORT – 13TH DISTRICT

Doug Short and Sharlene Mills informed the Board of County Commissioners that legislative funding has been approved to increase the number of District Court Judges. The 13th Judicial will be adding one new judge to be located in Kit Carson County. There will be a need to make changes to the judge's chambers to accommodate for the court recorder to be close. The Board of County Commissioners, Collin Koop, Susan Corliss, Doug Short, and Shar Mills toured the current judge's chamber to visualize the possible changes. Collin will get bids from contractors for part of the work. The remodel, furnishings and IT needs will be covered by State funding.

TONY RODRIGUEZ – DHS – NEW POLICIES

The Board of County Commissioners received a copy of the draft policies for the Department of Humans Services. The policies are based on the current Kit Carson County Policies with focus on statutes and how they apply to Human Services directly. There will be some policies that are federally and state required for Human Services those will not require Board of County Commissioners approval. Tony would like to add an Employee Safety Policy with training for staff on what they can do to protect themselves. The last interview will be tomorrow for the Case Aid position and a decision will be made for the new hire soon.

CONSENT AGENDA

The following items were reviewed by the Board of County Commissioners: Minutes of March 13, 2019, and Accounts Payable.

Gary Koop moved to approve minutes of March 13, 2019, and to pay the Accounts Payables in the amount of \$209,094.87, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

CONDOLENCE LETTER

The Board of County Commissioners signed a sympathy card for the family of Randy Shaffer, Phillips County Administrator.

LETTER OF SUPPORT

Dave Hornung moved that the Board of County Commissioners write a letter of support addressed to the Bureau of Prisons supporting the reactivation of the Kit Carson Correctional Facility, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

ADOPT 2019 STRATEGIC PLAN – Exhibit A

Dave Hornung moved to adopt the 2019 Strategic Plan, seconded by Gary Koop. The motion carried by unanimous vote of Cory Wall. See the attachment at the end of the minutes.

2020 FY COURT SECURITY GRANT

Gary Koop moved to approve the Court Security Grant Proposal in the amount of \$110,465.46 for two full time employees for the 2020 Fiscal Year grant cycle which will be electronically signed by Gary Koop, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

HUMAN SERVICES CONTRACT – GEO REENTRY SERVICES LLC

Dave Hornung moved to sign the Purchase of Service Contract GEO Reentry Services, LLC for urinalysis test at \$15.00 and ETG tests at \$25.00 effective January 1, 2019, through June 30, 2019, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

OFFICE WORKS MAINTENANCE AGREEMENT FOR EXTENSION

Gary Koop moved to sign the Copier Maintenance Agreement for the Extension Office with Office Works for the Ricoh MPC4503 Color Copier at \$.0196 per copy with \$.0196 overate rate, for black copies and \$.0546 per copy with \$.0546 overate rate, for color copies with a minimum annual billing of 18,000 copies for both, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

EASEMENT – SCOTTY LLC

Masters Backhoe & Trenching Inc. requested an easement for Scotty LLC in the Northwest corner of 23-10-43, owned by Scotty LLC to add a water hydrant.

Gary Koop moved to approve the easement requested by Scotty LLC to bury a water line for a water hydrant under County Road K close to County Road 53, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

SPECIAL TRANSPORTATION PERMIT 19-001

Dave Hornung moved to approve Special Transportation Permit 19-001 for American Engineering Testing, Inc. for road testing on County Road E in Road & Bridge District 3, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

PURCHASE ORDERS

Purchase Order #724

Gary Koop moved to approve the Purchase Order #724 for the Sheriff Department to AV-Tech Electronics, Inc. Quote #0081903 for four Surface Pro Mounting Stations totaling \$908.20, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

Purchase Order #725

Dave Hornung moved to approve the Purchase Order #725 for the Sheriff Department to DHE S.O. No. 101641 for four Microsoft Surface Pro tablets and covers with keyboards totaling \$5,223.38, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

Purchase Order #726

Dave Hornung moved to approve the Purchase Order #726 for the Emergency Management Department to Oklahoma Department of Corrections for Storm Ready Signs for a total of \$107.18 plus shipping, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall. Note that this purchase order is required by the vendor not by policy.

MARRIAGE AND FAMILY THERAPY – MARIA MOELLENBERG

Gary Koop moved to sign the contract with Maria Moellenberg for services as an independent contractor for the Department of Human Services effective March 1, 2019 through June 30, 2019, at a rate of \$125 per individual and therapy session as an independent contractor, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

2019 MARCH HUTF REPORT

The Board of County Commissioners reviewed the March HUTF report and money from the State providing the county with a total of \$277,792.75 for the month of February, which is an increase of \$47,430.46 from February of 2018.

PUBLIC TRUSTEE – FEBRUARY REPORT

The Board of Commissioners reviewed the February Public Trustee Fee Report:

KIT CARSON COUNTY - Treasurer and Public Trustee



Pamela J. Mills - Treasurer/Public Trustee

TO THE HONORABLE BOARD OF COUNTY COMMISSIONER
KIT CARSON COUNTY COLORADO
PUBLIC TRUSTEE FEES PAID TO PUBLIC TRUSTEE

Month Ending Feb. 2019

<u>PUBLIC TRUSTEE FEES</u>	<u>Fee</u>	<u>Quantity</u>	<u>Total</u>
Foreclosures	\$150.00	0	\$0.00
PT Deeds	\$30.00	0	\$0.00
Withdrawals	\$35.00	1	\$35.00
Admin Withdrawals	\$50.00	0	\$0.00
Intent to Cure	\$15.00	0	\$0.00
Cure of Default	\$35.00	0	\$0.00
Intent to Redeem	\$50.00	0	\$0.00
Redemption	\$30.00	0	\$0.00
Releases of Deed of Trust	\$15.00	18	\$270.00
Total PT Fees for Feb. 2019			\$305.00

Pamela J. Mills
Public Trustee
Date 3/15/19

Cory Wall
Commissioner
Date 3-20-19

Dave Hornung moved to approve the Public Trustee’s February Report, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

The Board of County Commissioners meeting adjourned at 2:00 PM.

Submitted by: Susan Corliss, County Clerk & Recorder

Cory Wall

Cory Wall, Chairman

Attest:

Susan Corliss

Susan Corliss, County Clerk and Recorder

3/27/2019

Date

