

**KIT CARSON COUNTY COMMISSIONERS
MINUTES
MARCH 27, 2019**

8:00 AM **WORK SESSION**
10:00 AM **PAM MILLS – NEW PT HIRE**
10:30 AM **DAWN JAMES – PUBLIC HEALTH – CPC NEW HIRE**
11:00 AM **JEFF CURE – COUNTY ATTORNEY**
12:00 PM **LUNCH**
12:55 PM **COMMISSIONER MEETING TO CONVENE WITH PLEDGE OF ALLEGIANCE**

- **REVIEW CONSENT AGENDA ITEMS: PAYROLL, PAYABLES, MINUTES, SIDE ITEMS**

AGENDA:

- Minutes – March 20, 2019
- Accounts Payable
- Payroll

NEW ITEMS:

- Burlington Golf Club – Liquor License Certificate
- Road & Bridge District 2 Vehicle Titles – Big Iron Sale
- VSO Veterans Letter
- Kyle Railroad Crossing Contracts

PURCHASE ORDERS:

• PO#727	Earthscapes	Grounds & Buildings	\$615.00	Tree Removal
• PO#728	AG Spray Equipment	Grounds & Buildings	\$7,185.00	Tank Unit <i>VOID repeat of PO#691</i>
• PO#729	Braun NW, Inc.	Ambulance	\$850.00	Kick Panel

MONTHLY REPORTS:

OLD ITEMS:

PERSONNEL ITEMS:

- New Hire for PH part time position
- New Hire for Treasurer’s office part time position & *salary adjustment*

FYI

TABLED:

ADDITIONAL ITEMS

- *Road Easement – Town of Flagler*

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, Dawn James, Paula Weeks, and Susan Corliss.

BOARD OF PUBLIC HEALTH:

March 27, 2019

Agenda

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

Action Items:

- Contract Amendment for Title X for Casey Thompson

Personnel update:

- Orange Sheet new hire CTC
- Orange Sheet hours nurse

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

Other:

Dave Hornung moved to go into the Board of Public Health meeting, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

ORANGE SHEET - NEW HIRE CPC

Dave Hornung moved to approve the Public Health New Hire – Orange Sheet for Aracely (Sally) Tena Gandara at \$16.00 per for the CPC program for 20 hours per week and Nursing for 4 hours per week as a Part Time Employee – 24 Hours per week without Benefits effective April 1, 2019, with a trial period October 2, 2019, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

CONTRACT AMENDMENT FOR TITLE X FOR CASEY THOMPSON

Gary Koop moved to sign Department 048 Contract Amendment with Casey Thompson for the purpose adding descriptions of her duties with ICare data records and Title X services in Kit Carson County and Lincoln County, seconded by Cory Wall. The motion carried. Dave Hornung voted against.

ORANGE SHEET – HOUR NURSE

Gary Koop moved to approve the Public Health Salary Adjustment – Orange Sheet for Whitney Weber at \$31.01 per hour for 0.15 Nursing, 0.3 SEP, 0.05 WWC, and NFP 0.5 as a Prorated Exempt Employee for 32 Hours per week with prorated Benefits effective April 22, 2019, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

Dave Hornung moved to adjourn the Board of Public Health meeting at 10:50 AM, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

JEFF CURE – COUNTY ATTORNEY

Abbey Mullis explained to Board of County Commissioners and Jeff Cure about the combining of partial interest ownership parcels. The process will include recreating card maps for the parcels and putting information into the new software which will apply a new parcel number. Work continues on the towers with the purchase of Flagler’s pending a final close date and Jeff needed the MOU with the State of Colorado Department of Information Technology for Bethune Tower.

The Board of County Commissioners meeting recessed for lunch at 12:10 PM

The Board of County Commissioners meeting reconvened at 1:22 PM 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 20, 2019, Payroll, and Accounts Payable.

Dave Hornung moved to approve minutes of March 20, 2019, and to pay the Accounts Payables in the amount of \$115,539.76, Special Accounts Payable in the amount of \$14.40, and Payroll in the amount of \$305,189.68, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

BURLINGTON GOLF CLUB - LIQUOR LICENSE APPLICATION

Dave Hornung moved to sign the Optional Premises Liquor License certificate for Prairie Pines Golf Club operated by the officers of the Burlington Golf Club, Inc. upon receiving their State of Colorado Liquor License with an expiration date of March 20, 2020, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

ROAD & BRIDGE DISTRICT 2 VEHICLE TITLES – BIG IRON SALE

2000 – FRHT Truck	1FUVDSEB0YLF56019	Title 26E135335
1996 – GMC Pickup	1GTEK14R2TZ532557	Title 26E104171
1997 – Ford Pickup	1FTDF18W0VKD06190	Title 26E107226
1970 – Chevy Bobtail Dump Truck	CE30P138318	Title E20490 / 001253937
1975 – Chevy Dump Truck	CCE665V165527	Title 26E077228 / 000306798
2000 – FRHT Truck	1FUVDSEB8YLG35423	Title 26E1307021
1987 – INTL Truck	2HSFBG2R2HC005642	Title 26E110030

Gary Koop moved to approve the signing of seven Kit Carson County titles for vehicles used by Road & Bridge District 2 that will be sold by Big Iron, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

VSO VETERANS LETTER

The Board of County Commissioners signed and mailed a letter to Donald MacLeod, Sr. in honor of his son, Donald MacLeod, Jr., for his service to our country as a Kit Carson County Military Veterans.

KYLE RAILROAD CROSSING CONTRACTS

Dave Hornung moved to sign and approve four contracts with Kyle Railroad, Kit Carson County and State of Colorado to furnish and install flashing light signals, bells, and constant warning circuitry at the railroad crossing in Flagler contract PO #481000493 (\$198,440), Vona contract PO #481000494 (\$169,400), Stratton contract PO #481000495 (\$189,970), and Bethune contract PO #481000492 (\$153,670) construction costs will be paid by all State funding directly, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

PURCHASE ORDERS

Purchase Order #727

Dave Hornung moved to approve the Purchase Order #727 for Grounds & Buildings to Earthscapes for tree removal at the courthouse totaling \$615.00, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

Purchase Order #728 – VOID repeat of approved PO#691

Purchase Order #729

Gary Koop moved to approve the Purchase Order #729 for the Ambulance Department to Braun NW, Inc. for kick panel for a total of \$850.00, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

TREASURER’S OFFICE ORANGE SHEETS

Gary Koop moved to approve Treasurer New Part Time Orange Sheet for Nancy Stewart at \$12.00 per hour without benefits as Non-Exempt part-time position; the effective date is March 27, 2019, with the trial period expiring August 27, 2019, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

Gary Koop moved to approve the Treasurer Salary Adjustment Raise – Orange Sheet for Heather Daniel at \$16.83 per hour for Step .00 and Grade 35 with annual wage of \$35,000.00 as a Non-Exempt Full Time Employee with Benefits effective April 1, 2019, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

EASEMENT – TOWN OF FLAGLER

The Board of County Commissioners received a request for an easement for the Town of Flagler in Section 12 - Township 9S – Range 51W, to install a fire hydrant and 6” water main.

Dave Hornung moved to approve the easement requested by the Town of Flagler to bury a 6” water main under the east side of County Road 5 from 16820 County Road 5 South 960 feet, seconded by Gary Koop. The motion 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, Chairman

4/3/2019

Date

Attest:



Susan Corliss, County Clerk and Recorder

