

**KIT CARSON COUNTY COMMISSIONERS
MINUTES
APRIL 10, 2019**

8:00 AM	PRE-DEPARTMENT HEAD MEETING
8:30 AM	DEPARTMENT HEAD MEETING
10:00 AM	DELLA CALHOON – 1 ST QTR REPORT OEM
11:00 AM	JEFF CURE – COUNTY ATTORNEY
12:00 PM	LUNCH
1:00 PM	MEETING TO CONVENE WITH PLEDGE OF ALLEGIANCE
	• REVIEW CONSENT AGENDA ITEMS: PAYABLES, MINUTES, SIDE ITEMS
1:00 PM	JON WAGNER – CTSI – LOSS ANALYSIS
1:30 PM	DARYL MILLER
2:00 PM	TOM RIDNOUR – K9 EQUIPMENT
2:30 PM	WORK SESSION

AGENDA:

- Minutes – April 3, 2019
- Accounts Payable

NEW ITEMS:

- RETAC Letter for Ambulance Cot
- Veterans Condolence Letter
- Rotary Flag Fundraiser

PURCHASE ORDERS:

- | | | | | |
|----------|-------------------|-----------|------------|-----------------------------|
| • PO#742 | Herman Lumber | Grounds | \$3,000.00 | Menevo |
| • PO#745 | Complete Wireless | Ambulance | \$2,362.75 | 800 Radio for New Ambulance |

MONTHLY REPORTS:

- CAPP & CWCP Report for March
- Treasurer's February and March Reports

OLD ITEMS:

PERSONNEL ITEMS:

- New Hire – Jail
- Raise – Jail Employee Annual
- Landfill – Orange Sheets for 2 employees

FYI

TABLED:

ADDITIONAL ITEMS

- Resolution 19-038 – Signature Authorization
- Great Copier Service – Service and Supplies Contract for Assessor's Office

The Department Head Meeting was called to order at 8:38 AM hosted by Assessor Abbey Mullis. The Pledge of Allegiance was recited. Those present were Abbey Mullis, Della Calhoon, Paula Weeks, Randy Gorton, Tom Ridnour, Nicole Richards, Collin Koop, Valerie Boyd, Tony Rodriguez, Susan Corliss, Dave Hornung, Gary Koop, and Cory Wall. Scott Stinnett arrived at 8:45 AM.

DEPARTMENT HEADS MEETING

Abbey Mullis – Assessor – shared that they have been busy. She toured the prison yesterday for the reappraisal with the building looking very well maintained. She is spot checking comparables and will be ready to set the values. It appears that all types of assessments will be going up next year.

Paula Weeks – Admin – shared that her office has been busy getting ready for the auditor, who will be here April 22-26. There will be a new person starting on Monday.

Della Calhoon – Emergency Manager – has been updating the emergency contact list. Testing of the town sirens started this month and will continue on the second Tuesday of the month at 10:00 AM. Grant awards have been delayed from the government shutdown. The

weather spotter training held at the Ambulance Building was well attended. She attended anhydrous training at the Stratton Fire Department and a grain bin exercise with the Burlington Volunteer Fire Department. The table top exercise at the Annex was beneficial; one of the items that will be addressed is to have additional people trained for the WebEOC. There will be training for ICS 300 on June 3 & 4 and ICS 400 on June 5 & 6 at the Ambulance Building.

Randy Gorton – Landfill / Coroner – stated that they just waiting for the wind to blow!

Tom Ridnour – Sheriff – reported that the Flagler Tower will have the State 800 system up in a couple weeks. The county will have new radios installed on both towers to be able scan the county radios from both ends. The State is beefing up the tower for the new equipment that will be added to it, including antennas for CDOT to be able to communicate with Kansas Department of Transportation. They now have a mutual aid agreement in place.

Nicole Richards – Ambulance Department – shared that the new ambulance is in production and the power cots have been delivered. There has been interest in a couple new members to the ambulance crew. It looks like there will be 8 to 10 people for the fall EMT class. She met with the Stratton crew and explained the requirement for everyone taking at least four shifts per month. They are making plans for the possible winter storm with hopes that I-70 is closed early.

Collin Koop – Grounds & Buildings – indicated that they have been rather busy. Trees have been removed by the Sally Port to repair a leaking water line in the jail and one by the north parking; landscaping will be done later. It took a full day to unload 3,500 trees for the Burlington Soil Conservation District for Collin, Ruben, and UPS worker; this is something that should be addressed during budget preparation. Changes will be made on the Ambulance Building for a new badge entry system. The refrigerator was replaced in the jail. The fair list has started so the remaining jobs in the Annex and Courthouse will be slowing down. Carpet removal and installation for the Treasurer and Election offices has been scheduled for May 4 & 5.

Valerie Boyd – Public Health & Environment – shared that a new part-time employee will be starting on April 15th. The table top exercise that was held that found areas that need improved.

Tony Rodriguez – Department of Human Services Director – reported that quarterly reviews from the state are in process for the Adult Protection Program, OIT, and Child Welfare. The Case Aid position has been filled which will also assume TANF duties. Currently there is a lot of change over at the Colorado Department of Human Services following the naming of the new director.

Scott Stinnett – Extension – shared that the Meat Quality Assurance programs have started with Burlington's being last night. Nomination has started for the goat and swine projects but the donated tags are too large for the pigs. The AgFest programs are getting ready to start with a Southern route and Northern route including Stratton, Holyoke and Brush. There has been a change in the open position at the Extension office to include Family Consumer Sciences. The process will be advertising for 30 days and then review and interviews during the next 30 days. Susan Corliss and Cory Wall will be part of the selection committee. CSU will run the full process. The fairgrounds scale did not pass certification, so they are in contact with WW and planning to remove the scale from the building for repairs. One of the 4-H clubs volunteered to paint the inside of the Rabbit and Poultry Building on April 22. There is a possibility that the county may lose one of the ten clubs since Busy Bee is down to one family. Ron is busy with wheat and corn plots for the COFT.

Susan Corliss – Clerk and Recorder – explained how the election and voter registration bills HB19-1278 and SB 19-235 could impact the county.

Dave Hornung – Commissioner District 3 – reported that the county will be closing on 10 acres including the Flagler Tower on Friday and Jeff is working on a perpetual agreement for the land around the Bethune Tower. The overlay project will be starting soon. The county road that is being used during I-70 project is being maintained daily by the state but will still be hard on the road for the next two years.

Gary Koop – Commissioner District 1 – indicated that work is continuing for the Cheyenne Ridge Wind Project to complete the road agreement by the end of May.

Cory Wall – Commissioner District 2 – shared that with the increase of 4-H enrollments and offering town kids the opportunity to raise livestock on the north side of the fairgrounds is being considered. The table top exercise at the Annex that he attended gives the opportunity to see where help is needed. The Road and Bridge crews are working on getting the roads ready for the summer; fixing them does not mean that they are in the best shape for a little while.

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

Next meeting is Wednesday, May 8, 2019, with Administrator Paula Weeks as the host.

The Board of County Commissioners meeting was called to order at 9:59 AM in the Kit Carson County Courthouse Commissioners Room. Those present were Cory Wall, Gary Koop, Dave Hornung, Della Calhoon, Paula Weeks, and Susan Corliss.

DELLA CALHOON – OEM – 1st QUARTER REPORT

Della Calhoon presented Calendar Year 2019 EMPG-LEMS 1st Quarter Grant Activities Work Plan – Part I with documentation for activities during January through March of 2019. The financial report will be submitted in a couple of weeks.

Dave Hornung moved to sign 2019 1st Quarter EMPG-LEMS Grant Activities January through March Work Plan, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

JEFF CURE – COUNTY ATTORNEY

Jeff Cure reported that the Flagler Tower land purchase will close on Friday, April 12th.

19-038

RESOLUTION TO AUTHORIZE CORY WALL, COMMISSIONER, TO SIGN ANY AND ALL DOCUMENT NECESSARY FOR THE PURCHASE OF SPECIFIC REAL ESTATE

Dave Hornung moved to approve Resolution 19-038 that authorizes Cory Wall to sign any all documents for the purchase of specific real estate from Nova Joy Blancken, Life Tenant, and Russell Harry Blancken, Susan Ann Santengelo, Debra May Michael, and James Morris McCain Remaindermen for the full amount of \$10,000.00, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

STATE OF COLORADO)
) SS.
COUNTY OF KIT CARSON)

At a regular meeting of the Board of County Commissioners for Kit Carson County, Colorado, held at the Courthouse in Burlington on Wednesday, the 10th day of April, 2019, there were present:

- Gary Koop Chairman
- David L. Hornung Commissioner
- Cory Wall Commissioner
- Susan Corliss County Clerk
- Paula Weeks Administrator

when the following proceedings, among others, were had and done, to-wit:

A RESOLUTION TO AUTHORIZE CORY WALL, COMMISSIONER, TO SIGN ANY AND ALL DOCUMENTS NECESSARY FOR THE PURCHASE OF SPECIFIC REAL ESTATE FROM NOVA JOY BLANCKEN, LIFE TENANT, AND RUSSELL HARRY BLANCKEN, SUSAN ANN SANTENGELO, DEBRA MAY MICHAEL, AND JAMES MORRIS McCOIN, REMAINDERMEN.

WHEREAS, Kit Carson County wishes to purchase a certain tract of land from Nova Joy Blancken, as life tenant, and Russell Harry Blancken, Susan Ann Santengelo, Debra May Michael, and James Morris McCoin, as remaindermen; and

WHEREAS, the Board of County Commissioners of Kit Carson County wish to authorize Cory Wall, as Commissioner, to sign any and all documents necessary to facilitate the closing of such transaction.

NOW, THEREFORE, be it resolved by the Board of County Commissioners of Kit Carson County hereby authorize Cory Wall, Commissioner, to sign any and all documents necessary to facilitate the closing of certain real estate from Nova Joy Blancken, as life tenant, and Russell Harry Blancken, Susan Ann Santengelo, Debra May Michael, and James Morris McCoin, as remaindermen.

BE IT FURTHER RESOLVED, that the Board of County Commissioners of Kit Carson County authorize the purchase of said real estate for the full amount of \$10,000.00.

DONE THIS 10th day of April, 2019, at Burlington, Colorado.

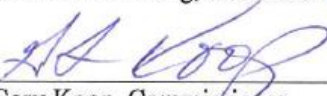
Motion made by Dave Hornung, seconded by Gary Koop.

Motion carried by unanimous vote of Cory Wall.

BOARD OF COUNTY COMMISSIONERS



David L. Hornung, Chairman



Gary Koop, Commissioner



Cory Wall, Commissioner

STATE OF COLORADO)
)ss.
COUNTY OF KIT CARSON)

I, Susan Corliss, County Clerk and ex-officio Clerk of the Board of County Commissioners in and for the County and State aforesaid, do hereby certify that the annexed and foregoing Resolution is truly copied from the Records of the Proceedings of the Board of County Commissioners of said Kit Carson County, now in my office.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the County at Burlington, this 10th day of April, 2019.

Attest:


Susan Corliss, County Clerk



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

The Board of County Commissioners meeting was reconvened at 1:15 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 April 3, 2019, and Accounts Payable.

Gary Koop moved to approve minutes of April 3, 2019, and to pay the Accounts Payables in the amount of \$133,472.86, and Special Accounts Payable in the amount of \$10,471.00 from the Capital Fund, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

RETAC LETTER FOR AMBULANCE COT

Dave Hornung moved to sign a letter to Plains to Peaks RETAC requesting funds in the amount of \$19,764.01 for Stryker Power Load cot, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

VETERAN’S LETTER – DALE PRALLE

The Board of County Commissioners signed and mailed a letter to Allan Pralle in honor of his father, Dale Pralle, for his service to our country as a Kit Carson County Military Veterans.

The Board of County Commissioners meeting recessed for Board of Public Health at 1:20 PM.

BOARD OF PUBLIC HEALTH:

April 10, 2019 Agenda

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

- PO#743 Pfizer Public Health \$ 1,601.25 Menevo
- PO#744 Sanofi Public Health \$ 1,083.36 Adacel

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

PURCHASE ORDERS

Purchase Order #743

Dave Hornung moved to approve the Purchase Order #743 for Public Health to GSK PH PO#3069 for Menevo vaccine totaling \$1,601.25, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

Purchase Order #744

Gary Koop moved to approve the Purchase Order #744 for Public Health to Sanofi PH PO#3068 for Adacel vaccine totaling \$1,083.36, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

Dave Hornung moved to adjourn the Board of Public Health meeting at 1:22 PM, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

The Board of County Commissioners meeting was reconvened at 1:23 PM

PURCHASE ORDERS

Purchase Order #742

Dave Hornung moved to approve the Purchase Order #742 for the Grounds and Building Department to Herman Lumber Doc #597540 for chain link fence for a total of \$3,000.00, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

Purchase Order #745

Gary Koop moved to approve the Purchase Order #745 for the Ambulance Department to Complete Wireless Technologies Quotation #11653 for one 800 Radio for 2019 Ambulance for a total of \$2,362.75, 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.

TREASURER – FEBRUARY & MARCH REPORT

The Board of County Commissioners reviewed the February and March Treasurer’s Report from County Treasurer Pam Mills.

MONTHLY REPORT OF ACTIVITY IN THE VARIOUS COUNTY FUNDS

MONTH ENDING Feb. 31 2019

FUND	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	ENDING BALANCE
County General	\$2,687,780.60	\$1,021,286.59	-\$514,234.09	\$3,194,833.10
KCC Public Health Agency	(\$292,270.35)	\$365,983.07	-\$110,931.00	(\$37,218.28)
Contingent	\$376,999.54	\$0.00	\$0.00	\$376,999.54
Road and Bridge	\$1,533,630.99	\$635,438.02	-\$272,536.49	\$1,896,532.52
Ambulance	(\$293,165.80)	\$17,454.22	-\$26,819.62	(\$302,531.20)
Social Services	\$199,128.21	\$66,187.85	-\$82,655.24	\$182,660.82
Capital Expenditures	\$221,736.67	\$1.41	-\$7,038.59	\$214,699.49
Conservation Trust	\$19,404.98	\$29.58	\$0.00	\$19,434.56
Solid Waste	\$25,172.48	\$129,295.07	-\$45,152.59	\$109,314.96
E-911	\$71,716.77	\$7,966.70	-\$8,866.66	\$70,816.81
KCC Facilities Corp	\$3,211.88	\$0.00	\$0.00	\$3,211.88

Respectfully Submitted,



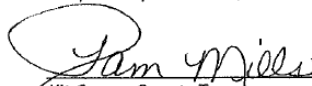
 Kit Carson County Treasurer

MONTHLY REPORT OF ACTIVITY IN THE VARIOUS COUNTY FUNDS

MONTH ENDING March. 31 2019

FUND	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	ENDING BALANCE
County General	\$3,194,833.10	\$814,592.08	-\$452,207.94	\$3,557,217.24
KCC Public Health Agency	(\$37,218.28)	\$111,039.82	-\$77,255.49	(\$3,433.95)
Contingent	\$376,999.54	\$0.00	\$0.00	\$376,999.54
Road and Bridge	\$1,896,532.52	\$539,462.83	-\$200,494.97	\$2,235,500.38
Ambulance	(\$302,531.20)	\$31,505.14	-\$17,530.08	(\$288,556.14)
Social Services	\$182,660.82	\$30,713.07	-\$107,085.25	\$106,288.64
Capital Expenditures	\$214,699.49	\$0.00	-\$7,603.86	\$207,095.63
Conservation Trust	\$19,434.56	\$8,311.70	-\$797.50	\$26,948.76
Solid Waste	\$109,314.96	\$90,865.00	-\$22,787.65	\$177,392.31
E-911	\$70,816.81	\$8,812.39	-\$4,630.65	\$74,998.55
KCC Facilities Corp	\$3,211.88	\$0.00	\$0.00	\$3,211.88

Respectfully Submitted,



 Kit Carson County Treasurer

Gary Koop moved to approve the Treasurer’s February and March Financials, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

ORANGE SHEETS – LANDFILL & JAIL

Dave Hornung moved to approve the Sherriff - Jail New Hire – Orange Sheet for Rodney Reeder at \$13.94 per hour for Step .00 and Grade 29 with annual wage of \$29,000.00 as a Non-Exempt Full Time Employee with Benefits effective April 17, 2019, with the trial period expiring October 17, 2019, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

Gary Koop moved to approve Sherriff - Jail Raise Orange Sheet for Kenneth Ray at \$14.78 per hour for Step .75 and Grade 30 with annual wage of \$30,750 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.

Dave Hornung moved to approve Landfill Salary Adjustment Orange Sheet for Brandon Beechley at \$17.07 per hour for Step .50 and Grade 35 with annual wage of \$35,500.00 as a Non-Exempt Full Time Employee with Benefits effective April 1, 2019, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

Dave Hornung moved to approve Landfill Salary Adjustment Orange Sheet for BJ Reese at \$16.35 per hour for Step .00 and Grade 34 with annual wage of \$34,000.00 as a Non-Exempt Full Time Employee with Benefits effective April 1, 2019, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

GREAT COPIER SERVICE CONTRACT – ANNEX COPIER

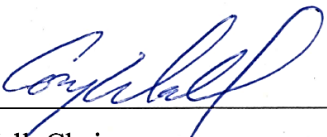
Dave Hornung moved to approve and sign the Service and Support Contract for the Assessor copy machine with Great Copier Service for the Lanier MP255 copier at a rate of black copies at \$0.009, effective May 15, 2019 through May 15, 2020, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

TOM RIDNOUR – K9 EQUIPMENT

Sheriff Tom Ridnour presented a list of items needed for the new K9 dog. They have been notified that Kit Carson County will be award \$15,000 in POST grant funds for the K9 dog and training. The Board of County Commissioners approved the items for a future purchase order.

The Board of County Commissioners meeting adjourned at 2:40 PM.

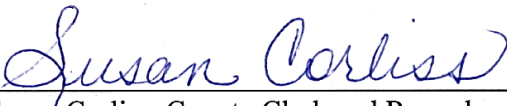
Submitted by: Susan Corliss, County Clerk & Recorder



Cory Wall, Chairman

4/17/2019

Date

Attest:


Susan Corliss, County Clerk and Recorder

