

**KIT CARSON COUNTY COMMISSIONERS  
MINUTES  
APRIL 7, 2021**

<b>8:00 AM</b>	<b>WORK SESSION</b>
<b>9:55 AM</b>	<b>COMMISSIONER MEETING TO CONVENE WITH PLEDGE OF ALLEGIANCE</b>
	• <b>REVIEW CONSENT AGENDA ITEMS: PAYABLES, MINUTES, SIDE ITEMS</b>
<b>10:00 AM</b>	<b>COLLIN KOOP GROUNDS AND BUILDINGS UPDATE</b>
<b>11:00 AM</b>	<b>JEFF CURE – COUNTY ATTORNEY</b>
<b>12:00 PM</b>	<b>LUNCH</b>
<b>1:00 PM</b>	<b>SHAWN FRANZ – DISPATCH DIRECTOR</b>
<b>2:00 PM</b>	<b>LYLE GARNER / STRATTON CEMETERY PROPOSAL</b>

**AGENDA:**

- Minutes – March 31, 2021
- Accounts Payable

**NEW ITEMS:**

- Appointment of New Sheriff
- CC Agreement Shawn Franz
- Assessor Copier Agreement
- Wagner Sales Agreement

**PURCHASE ORDERS:**

**MONTHLY REPORTS:**

- Treasurer Report
- March Financial Report
- Clerk's March Reports
  - Clerk's Motor Vehicle, Driver License, Recording
  - ERTF Recording Report

**OLD ITEMS:**

**PERSONNEL ITEMS:**

**FYI:**

- CRCC Strobe Pit
- CDOT Report Bridge KITC-31-11.5.5-03

**TABLED:**

**ADDITIONAL ITEMS:**

- 

**BOARD OF PUBLIC HEALTH:**

- Child Fatality Prevention Contract – Digital

**BOARD OF HUMAN SERVICES:**

The Board of County Commissioners meeting was called to order at 10:50 AM. The Pledge of Allegiance was recited. Those present were Stan Hitchcock, Cory Wall, Dave Hornung, Jeff Cure, Paula Weeks, and Susan Corliss. Alysha Sauer, Cody Reese, Lisa Belden, Korena Laue, and Denise Cure joined the meeting at 10:55 a.m.

**COUNTY ATTORNEY**

Jeff Cure provided the resolution for appointing the new Sheriff reviewing the terms of the appointment, which include that this is filling an elected position.

## **21-041**

**RESOLUTION 21-041 APPOINTMENT OF SHERIFF**

Stan Hitchcock moved to adopt resolution 21-041 appointing Travis Belden to serve as the Kit Carson County Sheriff filling the term of Tom Ridnour effective May 1, 2021, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

RESOLUTION NO. 21-041

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 7<sup>th</sup> day of April 2021, there were present:

David L. Hormung .....Chairman  
Stan Hitchcock .....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 APPOINTING TRAVIS BELDEN TO THE OFFICE OF KIT CARSON COUNTY SHERIFF UNTIL AN ELECTION IS HELD AS PROVIDED BY LAW**

**WHEREAS**, the Board of County Commissioners for Kit Carson County (the "Board") has received the resignation of Kit Carson County Sheriff Tom Ridnour from the Office of Kit Carson County Sheriff, effective on April 30, 2021;

**WHEREAS**, pursuant to Colo. Rev. Stat. § 30-10-105, the Office of Kit Carson County Sheriff is vacant as of May 1, 2021;

**WHEREAS**, pursuant to Article XIV, Section 9 of the Constitution of the State of Colorado and Colo. Rev. Stat. § 30-11-117, the Board has the power to fill the vacancy in the Office of Kit Carson County Sheriff until an election can be held as provided by law;

**WHEREAS**, the Board wishes to exercise its power to fill the vacancy in the Office of Kit Carson County Sheriff by appointing Travis Belden to the Office of Kit Carson County Sheriff subject to those qualifications provided by law.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of County Commissioners of Kit Carson County hereby appoints Travis Belden to serve the Office of Sheriff of Kit Carson County, effective May 1, 2021, until an election is held as provided by law.

**DONE THIS** 7th day of April 2021, at Burlington, Colorado.

Motion made by Stan Hitchcock, seconded by Cory Wall.  
Motion carried by unanimous vote of David Hornung.

Stan Hitchcock  
Stan Hitchcock

David L. Hormung  
David L. Hormung

ATTEST:

Susan Corliss  
Susan Corliss, County Clerk



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 copies 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 appointing of the Sheriff, this 7th day of April, 2021.

  
Susan Corliss, County Clerk



The Board of County Commissioners recessed for work session at 11:20 AM.

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

The Board of County Commissioners meeting reconvened at 1:00 PM. Those present were Stan Hitchcock, Cory Wall, Dave Hornung, Shawn Franz, Paula Weeks, and Susan Corliss.

### **DISPATCH DIRECTOR**

Shawn Franz and the Board of County Commissioners discussed responsibilities for the Dispatch Director including a logo for Dispatch that will be used on uniforms and the pickup. The door badges and 800 Radios will be discussed with Travis Belden. Shawn would like to have continuing education for the dispatch team; there is a program with different courses that would be beneficial. The cost would be \$350 per year for all seven crew members. This would become a requirement for the team. IT will be asked to add a department page on the website for Dispatch.

### **STRATTON CEMETERY PROPOSAL**

Lyle Garner requested the Board of County Commissioners look into paving the half mile section of road to the Stratton Cemetery. The Board of County Commissioners will look into some options.

## **CONSENT AGENDA**

The Board of County Commissioners reviewed the following items: Minutes and Accounts Payable.

Stan Hitchcock moved to approve the minutes of March 31, 2021, and to pay \$304,305.40 for Accounts Payable, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

## **CONDOLENCE LETTER**

The Board of County Commissioners signed a sympathy card for employee Darrin Newberry and his family on the passing of his mother.

## **CREDIT CARD AGREEMENT – SHAWN FRANZ**

Cory Wall moved to sign a Kit Carson County credit card agreement with Shawn Franz for the KCC Communication Department, seconded by Stan Hitchcock. The motion was carried by unanimous vote of Dave Hornung.

## **ASSESSOR - GREAT COPIER SERVICE – MAINTENANCE RENEWAL**

Stan Hitchcock moved to sign the Printer Service Agreement for the Assessor's Office with Great Copier Service for the Lanier MP255 at a rate of black copies at \$0.01 per copy, seconded by Cory Wall. The motion was carried by unanimous vote by Dave Hornung.

## **WAGNER SALES AGREEMENT**

The Board of County Commissioners reviewed the Wagner CAT Sales Agreement for a Radial Stacker for Road & Bridge District 2 that was signed by Cory Wall. The bid was approved on January 27, 2021 at the \$81,265.00.

Cory Wall moved to accept the Sales Agreement from Wagner CAT in the amount of \$75,765.00 for a 2018 J&M 26x100 Diesel Radial Stacker, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

## **TREASURER – MARCH REPORT**

The Board of County Commissioners reviewed the March Treasurer's Report from County Treasurer Pam Mills.

### MONTHLY REPORT OF ACTIVITY IN THE VARIOUS COUNTY FUNDS

MONTH ENDING March 31 2021				
FUND	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	ENDING BALANCE
County General	\$5,048,926.53	\$1,333,688.20	(\$538,024.68)	\$5,844,590.05
KCC Public Health Agency	(\$294,134.43)	\$116,587.46	(\$123,468.87)	(\$301,015.84)
Contingent	\$376,999.54	\$0.00	\$0.00	\$376,999.54
Road and Bridge	\$1,733,461.71	\$578,858.11	(\$383,473.73)	\$1,928,846.09
Ambulance	(\$290,374.19)	\$23,842.43	(\$27,894.75)	(\$294,426.51)
Social Services	\$51,189.52	\$94,289.69	(\$99,532.97)	\$45,946.24
Capital Expenditures	\$29,675.58	\$20,551.78	(\$616.55)	\$49,610.81
Conservation Trust	\$21,312.08	\$6,210.70	\$0.00	\$27,522.78
Solid Waste	\$490,754.83	\$103,214.13	(\$28,977.06)	\$564,991.90
E-911	\$44,984.73	\$12,228.51	(\$6,141.02)	\$51,072.22

Stan Hitchcock moved to approve the Treasurer's March Financials, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

## ADMIN FINANCIALS

Stan Hitchcock moved to approve the February Admin Financials as presented, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

## CLERK'S MARCH 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 **March 2021** report for the County Clerk's office:

KIT CARSON COUNTY COMMISSIONERS REPORT				
MARCH	To General COUNTY	To Towns STATE	Warrants STATE	TOTAL
BURLINGTON CITY SALES TAX		\$ 9,069.71		\$ 9,069.71
CERTIFICATES OF TITLE	\$ 1,068.00		\$ 854.40	\$ 1,922.40
MISC ELECTIONS				\$ -
ERTF \$2 ST FEE		\$ 374.00		\$ 374.00
ESCROW DEPOSIT	\$ 361.66			\$ 361.66
DRIVERS LICENSE	\$ 1,750.00		\$ 2,401.44	\$ 4,151.44
DUP'S (REG & TITLE)	\$ 198.00		\$ 47.60	\$ 245.60
E-RECORDING SURCHARGE	\$ 187.00			\$ 187.00
COUNTY REVENUE (SHORT CHECKS)	\$ 35.00			\$ 35.00
REFUNDS PAID OUT	\$ 362.72			\$ 362.72
MARRIAGE LICENSE	\$ 63.00	\$ 207.00		\$ 270.00
MISCELLANEOUS	\$ 1,638.36			\$ 1,638.36
SPECIAL PURPOSE / SPECIFIC OWNERSHIP	\$ 800.00	\$ 101,285.26		\$ 102,085.26
MV LICENSE FEE/PERMITS	\$ 5,992.80		\$ 124,579.66	\$ 130,572.46
RECEPTION MOTOR VEHICLE	\$ 1,275.00			\$ 1,275.00
ROAD \$1.50 / \$2.50 FEES		\$ 5,387.41		\$ 5,387.41
SB03-103 PD/SAFETY	\$ 64.39			\$ 64.39
SB09-108 LATE FEES	\$ 1,060.00			\$ 1,060.00
SEIBERT SALES TAX		\$ 356.99		\$ 356.99
STATE DOCUMENTARY FEE	\$ 443.48			\$ 443.48
STATE SALES TAX			\$ 32,250.55	\$ 32,250.55
STRATTON SALES TAX				\$ -
RECEPTION RECORDING	\$ 3,964.00			\$ 3,964.00
VENDOR FEES	\$ 1,435.73			\$ 1,435.73
GRAND TOTAL	\$ 20,699.14	\$ 116,680.37	\$ 160,133.65	\$ 297,513.16
		\$ 276,814.02		

Stan Hitchcock moved to approve the Clerk's March Report as presented and pay the following list of Electronic Funds Transfers and Warrants for the month of **March 2021** for the County Clerk's office, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

Warrants written in APRIL for MARCH	
\$ 125,481.66	Colo Dept of Rev MV/LIC, Title & Dupe Title- ACH PMT
\$ 32,250.55	Colo Dept of Rev Sales Tax - State & Flagler - ACH PMT
\$ 9,069.71	City of Burlington Sales Tax
\$ -	Town of Stratton Sales Tax
\$ 356.99	Town of Seibert Sales Tax
\$ 30.00	State Treasurer - M/L \$3.00
\$ 200.00	Colo Dept of Health - M/L \$20.00
\$ 2,401.44	State Treasurer - Dr Lic & Organ Donation - ACH PMT
\$ 374.00	ERTF \$2 ST FEE - Transferred out of EBT Payment
\$ 170,164.35	
\$ 106,649.67	Difference Collected VS Paid Out
\$ 106,672.67	SOT & R/B Fee Paid Out By Treasurer
\$ (23.00)	
\$ (9.00)	Paid 3 Feb ML
\$ (60.00)	Paid 3 Feb ML
\$ 6.00	WAITING ON 2 MAR ML
\$ 40.00	WAITING ON 2MAR ML
\$ (0.00)	

## **CLERK'S ELECTRONIC RECORDING TECHNOLOGY FUNDS REPORT**

The Clerk and Recorder's Office submitted the following report for Recording, including the Electronic Recording Technology Funds Report to be approved by the Board of County Commissioners for the month of March 2021 from the County Clerk & Recorder's office:

KIT CARSON COUNTY COMMISSIONERS REPORT - ELECTRONIC FUNDS TRANSFER  
21-Mar

	<u>In Person less</u>							
		<u>IRS</u>	<u>eRecording</u>		<u>IRS</u>		<u>Total</u>	<u>Escrow/Adjust</u>
Copies In Person & Escrow (PH)	\$	79.00			\$		79.00	
Online Credit Card Copies	\$	195.00			\$		195.00	
Documentary Fee (DF)	\$	443.48			\$		443.48	
ERT Funds (ES)	\$	292.00	\$	152.00	\$	2.00	446.00	
Escrow Deposits (EP)	\$	338.66			\$		338.66	
Marriage Application (ML)	\$	270.00			\$		270.00	
Online - Monthly Subscription	\$	200.00			\$		200.00	
Recording Fees (RC)	\$	2,858.00	\$	1,900.00	\$	5.00	4,763.00	
Recording Surcharge (EC)	\$	146.00	\$	76.00	\$	1.00	223.00	
Totals	\$	4,822.14	\$	2,128.00	\$	8.00	6,958.14	\$ -
ERT FUNDS RECORDED FOR THE CURRENT MONTH								\$ 446.00
LESS ERT FUNDS NOT COLLECTED FOR THE CURRENT MONTH (Outstanding ES \$\$ from recording reports)								\$ (116.00)
PLUS PREVIOUS MONTHS ERT FUNDS RECEIVED IN CURRENT MONTH (From recording copies of checks and reports)								\$ 44.00
CURRENT MONTH ERT FUNDS	Drives Report	\$	374.00					\$ 374.00
CURRENT MONTH ERT FUNDS	Escrow Pmt							

Stan Hitchcock moved to approve the Clerk's March ERTF Report as presented that will be transferred and pay \$374.00 via ACH to the State Treasurer, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

The Board of County Commissioners recessed at 2:27 PM.

### **BOARD OF PUBLIC HEALTH:**

Cory Wall moved to go into the Board of Public Health meeting at 2:23 PM, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung. Those present were Stan Hitchcock, Cory Wall, Dave Hornung, Paula Weeks, and Susan Corliss.

### **REMOVE MASK MANDATE**

Cory Wall moved to remove Kit Carson County from the mask mandate order by Colorado Governor Jared Polis since the county is in the Green category on the current COVID dial, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

### **CHILD FATALITY PREVENTION CONTRACT - DIGITAL**

The Board of Health reviewed the Child Fatality Prevention Act contract. The purpose is to conduct systematic, comprehensive, multidisciplinary reviews of child deaths to better understand how and why children die.

Stan Hitchcock moved to approve the Statement of Work for the Child Fatality Prevention Act effective July 1, 2021 through June 30, 2022 with quarterly payments of \$762.50 with a total funding of \$3,050.00, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

Cory Wall moved to adjourn the Board of Public Health meeting at 2:29 PM, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

The Board of County Commissioners' meeting adjourned at 2:50 PM.



Submitted by: Susan Corliss, County Clerk and Recorder

D. H.

Dave Hornung, Chairman

4/14/2021

Date

Attest:

Susan Corliss

Susan Corliss, County Clerk and Recorder

