



1/12/2021

# Reorganization

## Of Kit Carson County, Colorado



Kit Carson County Board of County Commissioners

ATTESTED – KIT CARSON COUNTY CLERK & RECORDER

EXHIBIT A – KIT CARSON COUNTY POLICIES MANUAL

EXHIBIT B – JANUARY 12, 2021 BOCC MINUTES

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Minutes of the Annual Re-organizational  
Meeting of the Board of County Commissioners  
of Kit Carson County, Colorado, Held With  
All of the Elected Officials and Department Heads of the County - **January 12, 2021**

The Regular Annual Re-organizational Meeting was called to order by **Cory Wall**, Chairman of the Board of County Commissioners, at the time of **8:40** A.M. on the **12<sup>th</sup>** day of **January, 2021** in the Kit Carson County Ambulance meeting room in Burlington, Kit Carson County, Colorado, in accordance with prior Resolution of the Board of County Commissioners setting this time, date, and place for the “Annual Re-organizational Meeting of the Board of County Commissioners of Kit Carson County, Colorado, Held With All of the Elected Officials and Department Heads of the County”. The Pledge of Allegiance was led by **Cory Wall**.

**1. Roll Call:**

Thereupon, Chairman **Cory Wall** requested **Susan Corliss**, the County Clerk and Recorder, to call the roll of the Members of the Board of County Commissioners, **Susan Corliss**, Clerk and Recorder, called the roll of the Members of the Board of County Commissioners and reported that the following Commissioners were present:

<b>Stan Hitchcock</b> <b>Chairman Pro-tem – District #1</b>	<b>Cory Wall</b> <b>Commissioner – District #2</b>	<b>Dave Hornung</b> <b>Chairman – District #3</b>
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Chairman **Cory Wall**, declared a quorum of Commissioners present, the meeting duly called and legally convened and ready to transact the business of the County in accordance with the Agenda which has previously been prepared and duly posted by the County Administrator.

Thereupon, Chairman **Cory Wall** requested the County Clerk and Recorder to call the roll of the elected officials and Department Heads present and to record any elected official or Department Head of the County who was not present. The County Clerk and Recorder reported the following persons present:

Administrator – Paula Weeks	Grounds & Building – Collin Koop
Ambulance Director – Korena Laue	Human Services Director – Tiffany Ramos
Assessor – Abbey Mullis	Public Health Director – Dawn James
Clerk & Recorder – Susan Corliss	Sheriff – Tom Ridnour
Commissioner-Dist #1 – Stan Hitchcock	Weed District – Terry Hubbell

Commissioner-Dist #2 – Cory Wall	
Commissioner-Dist #3 – Dave Hornung	
Coroner, Solid Waste Director – Randy Gorton	The County Clerk reported that the following persons were not present:
County Attorneys at Law – Jeff Cure (Cure & Bain)	Treasurer & Public Trustee – Pam Mills
Emergency Manager– Della Calhoon	
Extension Service – Scott Stinnett	

**2. Consider Prior Year’s Unfinished Business - Not Completed By January 6, 2021:**

Chairman **Cory Wall** called the Board’s attention that there is no unfinished business for 2020. **Dave Hornung** moved that all business for 2020 is complete, seconded by **Stan Hitchcock**, motion carried.

3. **Organization of the Board of County Commissioners for the Next Ensuing Year:**

**Stan Hitchcock** moved for **Dave Hornung** to serve as Chairman for this meeting and the coming year, **Cory Wall** seconded motion. Motion carried by unanimous vote.

**Cory Wall** moved for **Stan Hitchcock** to serve as Chairman Pro-tem, **Dave Hornung** seconded the motion. Motion carried by unanimous vote.

The Board of County Commissioners will continue to have **Susan Corliss**, County Clerk continued as Clerk to the Board of County Commissioners of Kit Carson County.

Chairman **Dave Hornung** declared the Board of County Commissioners duly organized and ready to transact the business of this Regular Annual Re-organizational Meeting.

4. **Authorized County Signature:**

The next item of business to come before the Board of County Commissioners was the matter of authorizing a member or members of the Board of County Commissioners to execute and deliver legal documents on behalf of the Board of County Commissioners. Thereupon, upon motion of **Cory Wall** and seconded **Stan Hitchcock** by the following Resolution was unanimously passed and adopted by the Board of County Commissioners, to-wit:

***Resolution No. 21-001***

“BE IT RESOLVED: That **Dave Hornung**, as Chairman of the Board of County Commissioners, is, by these presents, appointed, authorized and directed to execute and deliver all legal documents on behalf of the Board of County Commissioners and the County of Kit Carson, Colorado, his signature to be attested to by **Susan Corliss** Clerk and Recorder of Kit Carson County, Colorado, with the Seal of the County being placed thereon.

BE FURTHER RESOLVED: That in the absence of **Dave Hornung**, as Chairman of the Board of County Commissioners, **Stan Hitchcock** is, by these presents, appointed, authorized and directed to execute and deliver all legal documents on behalf of the Board of County Commissioners and the County of Kit Carson, Colorado, his signature to be attested to by **Susan Corliss**, Clerk and Recorder of Kit Carson County, Colorado, with the Seal of the County being placed thereon.

BE IT FURTHER RESOLVED: That in the absence of **Susan Corliss**, as Clerk and Recorder of Kit Carson County, Colorado, **Crystal A. Richards**, **Patricia A. Witzel** or **Nancy Gilley**, as Deputy Clerk to the Board of County Commissioners, are appointed, authorized and directed to attest to the signature of **Dave Hornung** or in his absence **Stan Hitchcock**, on legal documents executed and delivered by them on behalf of the Board of County Commissioners and the County of Kit Carson, Colorado.”

5. **Review Official Bonds/Insurance:**

Chairman **Dave Hornung** did declare that the next item of business to come before the Board of County Commissioners was the matter of reviewing the required official Bond/Crime Insurance for all County Elected Officials in accordance with CRS 30-10-311. The Board of County Commissioners did find and determine that the use of the phrase “first day of each term”, for the purpose of this Resolution for the office of County Treasurer, means the first day of the next after their election CRS 30-10-702. Other Elected Officials will take office in accordance of Colorado Constitution Article XIV Section 8, shall take office on the second Tuesday in January next following their election.

After the Commissioners had been fully advised, upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of County Commissioners, to-wit:

### ***Resolution No. 21-002***

“BE IT RESOLVED: That the Board of County Commissioners, pursuant to the provisions of C.R.S., 1973, Title 30, Article 10, Section 311(2), as amended, has this day examined and has made inquiry into the sufficiency of the official Bond/Crime Insurance for the following:  
County Commissioners in accordance with CRS 30-10-311, 30-10-312, 30-10-313,  
County Clerk and Recorder in accordance with CRS 30-10-401,  
County Clerk as Registrar of titles in accordance with CRS 38-36-109, 38-36-110,  
County Treasurer in accordance to CRS 30-10-701,  
County Treasurer as the Public Trustee in accordance with CRS 38-37-102,  
County Assessor in accordance with CRS 30-10-801,  
County Sheriff in accordance with CRS 30-10-501,  
County Coroner in accordance with CRS 30-10-601,  
The Board of County Commissioners determined that the Bond/Crime Insurance does meets the requirements as set forth in the Colorado Revised Statutes.

BE IT FURTHER RESOLVED: That the Clerk and Recorder of Kit Carson County shall record the Bond/Crime Insurance policy in the records of the County and that the County Clerk and Recorder make an entry to the records of the Board of County Commissioners noting the Board’s approval and acceptance of the respective Bonds/Crime Insurance of the County officials, as set forth under the provisions of C.R.S., 1973, Title 30, Article 10, Section 311.”

## **ADMINISTRATION SECTION**

### **6. Setting Regular Meeting Dates; Special Meeting Requirements:**

Chairman **Dave Hornung** did declare that the next item of business was to set the regular monthly meeting dates where in addition to a specific subject the Board of County Commissioners could consider any and all other County business which might come before a regular meeting of the Board of County Commissioners. After this matter had been fully reviewed and the Board of County Commissioners was fully advised, upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of County Commissioners, to-wit:

### ***Resolution No. 21-003***

Board of County Commissioners

Meeting Dates and County Holidays for 2021

**Commissioner Meetings** are usually held on Wednesday in the Commissioners’ Board Room of the Kit Carson County Courthouse. **\*These dates are subject to change.\*** Please call 719-346-8133 (304) to verify the Commissioners meeting dates or to schedule an appointment. Please note this schedule does not include special meetings that are held for budget or other purposes.

**Department Head Meetings** are scheduled for the second Wednesday of each month, except in January, and are noted below in grey. These meetings are held at 8:30AM in the KCC Ambulance Shed in Burlington, CO. Please insure a representative from your department attends every meeting and applicable information is shared with all of your employees.

**Holidays** are noted in the table below.

Month	Dates					Holidays/Other
January		6	*12	20	27	Jan. 1 - New Year's Day Holiday; Jan. 12 - Reorg & DH
February	3	10	17	24		Feb. 15 - President's Day
March	3	10	17	24	31	Note: Daylight Savings begins Mar 14
April		7	14	21	28	Apr 2-Good Friday
May		5	12	19	26	May 31 - Memorial Day
June	2	CCI	16	23	30	CCI Conference - June 6-8 Short BOCC 6/9 for bills only
July	7	14	21	28		July 5 - Independence Day; July 29- County Events, July 30 - 1/2 day Fair afternoon
August	4	11	18	25		
September	1	8	15	22	29	Sept. 6 - Labor Day
October	6	13	20	27		Oct. 11 - Columbus Day
November	3	10	17	24	CCI	Note: Nov 7 end of Daylight Savings, Nov 11- Veterans; Nov. 25 & Nov. 26 Thanksgiving; CCI Conf Nov 28-Nov
December	1	8	15	22	29	Short BOCC 12/1 for bills only; Dec 24 full day Christmas Eve
No BOCC Due to Holiday or CCI Conference			Department head meetings		* Not a Wednesday	

Invoices and Billing

Please turn invoices in to the Finance Office as soon as you have coded and approved them so we can process them for payment more quickly. Please do not hold bills for processing once a month. **Invoices received by 4:00PM Monday** will be presented to the BOCC for approval and paid the same week. **HOLIDAY** weeks: If a holiday falls on a Monday, invoices need to be received by 4:00 pm the Friday before the holiday to be paid that next week.

Time Sheets

**Time sheets** are due to Supervisors by 4:00PM on the first working day after the 1<sup>st</sup> day of each month. Supervisors have two working days to get these sheets signed and returned to the Finance Office. Late time sheets and those without pay vouchers may result in a one month delay in paychecks. Remember: Paid out or used overtime, sick leave and vacation needs to be clearly identified on the time sheet. **All Paid overtime will need prior commissioner approval. It is up to the Supervisor to obtain approval from the BOCC prior to overtime being paid out and to make sure it is noted.**

Time Sheet Due Dates

Jan 3/5	Feb 1/3	Mar 1/3	Apr 1/4	May 2/4	June 1/3
July 1/5	Aug 1/3	Sept 1/3	Oct 1/4	Nov 1/3	Dec 1/3

## 7. Employment of County Personnel and Special Personnel Appointments:

The next item of business was the matter of employing County personnel and special appointments of County personnel. The Board of County Commissioners did review the present list of previous County employees and appointments of County personnel and, after this matter was fully discussed, upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of County Commissioners, to-wit:



## **Resolution No. 21-004**

“BE IT RESOLVED: That the following persons are employed by the County or by special appointment as County personnel, being employees and County personnel, employed and/or appointed at will, each being subject to review and termination and if not sooner terminated, such employment or appointment being effective until the second Tuesday of January of the year **2021**, to-wit:

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### **COUNTY ELECTED OFFICIALS**

HITCHCOCK, STAN	COUNTY COMMISSIONER
HORNUNG, DAVID L	COUNTY COMMISSIONER
WALL, CORY	COUNTY COMMISSIONER
CORLISS, SUSAN	COUNTY CLERK & RECORDER
MILLS, PAMELA J	COUNTY TREASURER & PUBLIC TRUSTEE
MULLIS, ABBEY J	COUNTY ASSESSOR
RIDNOUR, TOM M	COUNTY SHERIFF
GORTON, RANDY B	COUNTY CORONER

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### **ADMINISTRATION**

CORMACK, LYN S A Y	ACCOUNTS PAYABLE
DECKER, PHILIP E	PAYROLL
GRAFF, CHRIS	ADMINISTRATOR ASSISTANT
WEEKS, PAULA S	ADMINISTRATOR

---

### **AMBULANCE**

LAUE (POWELL), KORENA L	EMT – DIRECTOR
MCCOMBS, LUCINDA L	EMT- ALS
REESE, CODY	EMT
RENFREW, ROBERT	EMT

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### **CSU EXTENSION**

DUSATKO, KAREN	FAIR CLERK
WEISSHAAR, JEAN E	4-H/FAIR/CLERK

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### **COUNTY ASSESSOR**

BEIERLE, BRANDY	DATA COLLECTOR/CLERK
DUNLAP, PEGGY L	DATA COLLECTOR/CLERK
WEIBEL, PEGGY A	DEPUTY ASSESSOR

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### **COUNTY ATTORNEY**

CURE, JEFFERY M.	ATTORNEY
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### **COUNTY CLERK & RECORDER**

CARLIN, JANA G	TITLE CLERK – FINANCIALS
GILLEY, NANCY K	ASST. DEPUTY CLERK
MILLER, MARI A	CLERK - FINANCIALS
MITCHELL, SUSAN R	DRIVERS LICENSE MANAGER
RICHARDS, CRYSTAL A	DEPUTY CLERK – ELECTIONS
WITZEL, PATRICIA A	DEPUTY CLERK – RECORDING

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### **COUNTY CORONER**

FRANZ, SHAWN A	DEPUTY
GUY, GERALD D	DEPUTY
POWELL, KORENA	DEPUTY

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### **COUNTY SHERIFF**

CISNEROS, JONATHAN W	UNDERSHERIFF
DANIEL, DENA K	OFFICE CLERK
GRAMM, NATHAN	DEPUTY
MARCOS, JOSEPH	DEPUTY
NEWBERRY, DARRIN	DEPUTY
SAUER, WILLIAM C	DEPUTY

WEISSHAAR, BRIANNA K

CIVIL CLERK

**COUNTY SHERIFF – COMMUNICATIONS CENTER**

CONDREY, BRENDA K	DISPATCHER/KITCHEN
FADENRECHT, CODI	DISPATCHER
FRANZ, SHAWN A	DISPATCHER
FREIMAN, JACQUELINE A	DISPATCHER
GRAMM, DEANNA M	DISPATCHER
LAVERENZ, DAMARA M	DISPATCHER
LIGHTLE, BREANNA K	DISPATCHER

**COUNTY SHERIFF – JAIL**

BELL, ZEBULUN	DEPUTY
RAY, KENNETH E	DEPUTY
REECE, LEVI	DEPUTY
REEDER, RODNEY C	DEPUTY
RENTERIA, HERBERTO	DEPUTY
SAUER, ALYSHIA R	CAPTAIN
SPARKS, BRYCE L	DEPUTY
SPARKS, SUSAN	DEPUTY
STEELE, JOSHUA J	DEPUTY
STOUT, JONATHAN W	DEPUTY
WEISSHAAR, SKYLAR R	DEPUTY
ZERGER, TYLER S	DEPUTY

**COUNTY SHERIFF – JAIL NURSE/PRACTITIONER**

CURE, DENISE	NURSE
DORMAN, SUSAN	NURSE/PRACTITIONER

**COUNTY SHERIFF DEPARTMENT – VICTIM'S ASSISTANCE**

BELDEN, LISA M	VICTIM'S ADVOCATE
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**COURT SECURITY**

MILTENBERGER, DOUG P	SECURITY DEPUTY
PHIPPS, GLENN H	SECURITY DEPUTY

**COUNTY TREASURER**

CLEMANS, STEPHANIE	CLERK
RAY, KELLY	DEPUTY/CLERK
NORMAN, LISA	CLERK

**EMERGENCY MANAGEMENT**

CALHOON, DELLA M	EMERGENCY MANAGER
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**GROUND'S & BUILDING**

KOOP, COLLIN D	GROUND'S & BUILDINGS DEPT. HEAD
RODRIGUEZ, RUBEN	GROUND'S & BUILDINGS
TILLITSON, BRIDGET A	MAINTENANCE
TRACY, HUNTER	PART-TIME GROUND'S & BUILDINGS

**HUMAN SERVICES**

BENJAMIN, LORI	HUMAN SERVICES
CASTILLO, ABIGAIL	HUMAN SERVICES
GAY, KATIE L	HUMAN SERVICES
GRAFF, VICKI W	HUMAN SERVICES
JANOUSEK, KRISTI	HUMAN SERVICES
LANE, CARLEY J	HUMAN SERVICES
MARRATTA, ERIN M	HUMAN SERVICES
OTTO, SHALYNN R	HUMAN SERVICES
RAMOS, MADISSON L	HUMAN SERVICES
RAMOS, TIFFANY	HUMAN SERVICES DIRECTOR
ROSS, MELISSA	HS BOOKKEEPER
SIMPSON, KRISTIN D	HUMAN SERVICES
STEELE, TIEGEN J	HUMAN SERVICES
WALSH, KORI L	HUMAN SERVICES

**INFORMATION TECHNOLOGY**

HOLMES, TODD W

IT

**LANDFILL**

BEECHLEY, BRANDON

LANDFILL – ASST SUPERVISOR

BELLOMY, LORIE K

LANDFILL

GORTON, RANDY B

LANDFILL DEPT. HEAD

GRAMM, WILLIAM

LANDFILL

HICKMAN, DENNIS R

PT LANDFILL

KING, DORIS A

PT LANDFILL

KING, JAMES M

PT LANDFILL

REESE, B.J.

LANDFILL

YACOVETTA, STEVEN K

PT LANDFILL

**PUBLIC HEALTH**

ALVAREZ, KELLY S

LAND USE/ENVIRONMENTAL HEALTH

BERNAL, ANDREA

PUBLIC HEALTH FINANCIAL

BERRY, ANGELA

PUBLIC HEALTH SEP - DIRECTOR

BLACKWELDER, LINDSEY J

PUBLIC HEALTH NURSE FAMILY PARTNERSHIP

BLAZIER, SHELLY D

PUBLIC HEALTH NURSE FAMILY PARTNERSHIP - PT

BOYD, VALERIE

PUBLIC HEALTH FINANCIAL - COORDINATOR

BRIEGEL, KARI

PUBLIC HEALTH SEP

COLGLAZIER, DALENE J

PUBLIC HEALTH CTC - COORDINATOR

CRITES, TAMMY A

PUBLIC HEALTH

DWYER, HILLARY

PUBLIC HEALTH SEP

GARCIA, JOSEPHINA

PUBLIC HEALTH

JAMES, DAWN M

PUBLIC HEALTH DIRECTOR/NURSE

KASTER, DELORES A

DEPUTY DIRECTOR/WIC DIRECTOR

RICHARDS, LINDSEY L

PUBLIC HEALTH NURSE FAMILY PARTNERSHIP

ROBLES, KRISTIE L

PUBLIC HEALTH WIC/INTERPRETER

SCHREIVOGEL, LINDA D

PUBLIC HEALTH WIC

TATKENHORST, DONNA

PUBLIC HEALTH COMMUNITIES THAT CARE - PT

TENA GANDARA, ARACELY

PUBLIC HEALTH CHW

WALSTROM, GLENDA

PUBLIC HEALTH &amp; HUMAN SERVICES SECRETARY

WEBBER, WHITNEI

PH NURSE/IMMUNIZATION COORDINATOR - PT

**ROAD & BRIDGE #1**

BOLIN, STEVEN J

ROAD &amp; BRIDGE DIST #1

BOYD, WILLIAM P

ROAD &amp; BRIDGE DIST #1

CALHOON, ALAN J

ROAD &amp; BRIDGE DIST #1

EKBERG, GERALD L

ROAD &amp; BRIDGE DIST #1

HAINES, NICKY L

ROAD &amp; BRIDGE DIST #1

KUHN, JOHN D

ROAD &amp; BRIDGE DIST #1

SCHLICHENMAYER, KENT

ROAD &amp; BRIDGE DIST #1

STALTER, GALE D

ROAD &amp; BRIDGE DIST #1 FOREMAN

TALAMANTES, DEAN H

PT R&amp;B DISTRICT 1

WEEKS, STANLEY R

ROAD &amp; BRIDGE DIST #1

**ROAD & BRIDGE #2**

CHALLIS, JEFFREY

ROAD &amp; BRIDGE DIST #2

LEVIN, TIMOTHY E

ROAD &amp; BRIDGE DIST #2

LONG, DAVID L

ROAD &amp; BRIDGE DIST #2

MALONE, RUSSELL G

ROAD &amp; BRIDGE DIST #2

PACE, CHAD W

ROAD &amp; BRIDGE DIST #2

RUTLEDGE, HEITH R

ROAD &amp; BRIDGE DIST #2

SMITH, DAVID A

ROAD &amp; BRIDGE DIST #2

TOVREA, AARON S

ROAD &amp; BRIDGE DIST #2 FOREMAN

VANCE, MICHAEL G

ROAD &amp; BRIDGE DIST #2

**ROAD & BRIDGE #3**

ALLACHER, SCOTT E

ROAD &amp; BRIDGE DIST #3

BOWEN, ALLEN L

ROAD &amp; BRIDGE DIST #3

GRAHAM, JOHN E  
 HELDERMAN, CHARLES L  
 MILLER, FRANK L  
 MINASI, JAMES G  
 NICKS, TIMOTHY R  
 PAYNE, TERRY  
 ROAN, SHANE

ROAD & BRIDGE DIST #3  
 ROAD & BRIDGE DIST #3  
 ROAD & BRIDGE DIST #3  
 ROAD & BRIDGE DIST #3  
 ROAD & BRIDGE DIST #3  
 ROAD & BRIDGE DIST #3 FOREMAN  
 ROAD & BRIDGE DIST #3

**WEED DISTRICT**

HUBBELL, TERRY E

WEED DISTRICT DEPT. HEAD

**COMMISSIONER BOARDS**

**CCI STEERING COMMITTEES**

Agriculture, Wildlife and Rural Affairs  
 General Government  
 Health and Human Services  
 Land Use and Natural Resources  
 Public Lands  
 Taxation and Finance  
 Tourism, Resorts and Economic Development  
 Transportation and Telecommunications

**Stan Hitchcock – District 1**

CCI Steering - Legislative Committee  
 Centennial Mental Health  
 CDOT Eastern Transportation  
 Region/Engineering  
 CWCP – Designated Rep  
 District Attorney Task Force  
 Eastern Colorado Recycling Board  
 EMS Council/RETAC-Alternate  
 Fair Board

**Cory Wall – District 2**

Burlington Economic Development  
 CCI Steering - Legislative Committee -  
 Alternate  
 CDOT Eastern Transportation  
 Region/Engineering  
 CHP – Designated Rep  
 Courthouse Security  
 Fair Board  
 KCC Child Protection Team  
 Kit Carson County Growth Committee  
 Morgan Community College

**Dave Hornung – District 3**

CAPP – Designated Rep  
 CDOT Eastern Transportation  
 Region/Engineering  
 Colorado East Community Action Agency  
 (CECAA)  
 E.C.O.G. (Council of Governments)  
 EMS Council/RETAC-Alternate  
 Fair Board  
 KCC 911 Advisory Board  
 South Fork Republican Restoration Coalition

**8. County Appointments – Expire on December 31st of term year (Resolution 19-054)**

The next item of business was the matter of special appointments. The Board of County Commissioners did review the present list of previous appointments of County personnel and, after this matter was fully discussed, upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of County Commissioners, to-wit

**Resolution No. 21-005**

“BE IT RESOLVED: appointments to the various boards and commissions in Kit Carson County and establish all term expirations to expire on December 31 of their appointed terms.

WHEREAS, the Kit Carson County Board of County Commissioners (BOCC) shall appoint board and commission members by letter at a public meeting. The BOCC, or its designee, shall contact the applicant and coordinate with the boards’ or commissions’ staff or chairperson as needed to the following boards:

**BOARD OF COUNTY COMMISSIONERS APPOINTMENTS AND COMMITTEES**

**ARBITRATORS OF PROPERTY VALUATION DISPUTES**

Donna Shaver, O’Neil and Company December 31, 2021

**BOARD OF ADJUSTMENT – LAND USE**

TBD – Planning Board January 2022

Cory Wall	January 2023
Dave Hornung	January 2024
Stan Hitchcock	January 2024
TBD – Planning Board	January 2024

<u>BOOK MOBILE</u>	(5 Year Term)
Nick McCarty-Daniels	December 31, 2022

<u>CENTENNIAL MENTAL HEALTH</u>	
Stan Hitchcock	January 2022
Vacant	December 31, 2020 – Citizen Appointment

<u>CEMETERIES</u>	
<b><u>Fairview Cemetery Board</u></b>	<b><u>(6 Year Term)</u></b>
Ken Yersin	Nov. 13, 2022
Marsha Jackson	Nov. 13, 2024
Eldon Beechley	Dec. 31, 2026

<b><u>Flagler Cemetery Board</u></b>	<b><u>(6 Year Term)</u></b>
Lenny Stone	July 6, 2023
Dallas Saffer	July 6, 2025
John Nichols	Dec. 31, 2026

<b><u>Seibert Cemetery Board</u></b>	<b><u>(6 Year Term)</u></b>
Meredyth Herman	July 6, 2021
Dovi Petersen	July 6, 2023
Dick McAuley	Dec. 31, 2026

<b><u>Stratton Cemetery Board</u></b>	<b><u>(6 Year Term)</u></b>
Walt Isenbart	Sept. 2, 2021
Theo Borden	Sept. 2, 2023
Deborah K Conrads	Sept. 2, 2026

<b><u>Vona Cemetery Board</u></b>	<b><u>(6 Year Term)</u></b>
Karen Towns	Aug. 7, 2021
Ronald “Rocky” Stone	Aug. 7, 2023
Julia Hubbell	Aug. 7, 2026

CHILD FATALITY REVIEW TEAM – C.R.S. 25-20.5- 404; 25-20.5-405; 25-20.5-408

Dawn James	Team Lead
Tiffany Ramos	Kit Carson County Human Services
Dee Kaster	Kit Carson County Public Health
Duane Wright	Kit Carson County Health Services District
Korena Laue	KCC Emergency Medical Services
Tom Ridnour	Kit Carson County Sheriff
Randy Gorton	Kit Carson County Coroner
Jeff Cure	Kit Carson County - Attorney
Lisa Belden	Victim Advocate Director
Vacant	District Attorney
Invited as Needed	Subject Matter Expert

### CITIZENS REVIEW PANEL

Jim Poole

Non expiring

### CITIZENS REVIEW PANEL FOR CHILD WELFARE

Kandy Davis

December 31, 2021 (1 YEAR TERM)

### COMMUNITIES THAT CARE – PUBLIC HEALTH

Lisa Belden, Burlington

Dawn James, Burlington

Linsey Santala, Flagler

Abi Castillo, Burlington

Michaela Koster, Burlington

Jessica Schart, Burlington

Courtney Cisneros, Burlington

Christy Lindenschmidt, Burlington

Stacey Schillig, Stratton

Jon Cisneros, Burlington

Ashley Louthan, Stratton

Troy Schultz, Burlington

Christa Durbin, Burlington

Brenda Rueb, Vona

Soraya (Frank) Taylor, Stratton

Dan Grinnan, Burlington

Susan Sandoval, Burlington

Amanda Thew, Burlington

### EAST COLORADO SERVICES FOR THE DEVELOPMENTALLY DISABLED INC.

Kent Jostes

December 31, 2022 (2 YEAR TERM)

### ECONOMIC DEVELOPMENT FOR ECCOG

Valerie Rhoades

December 31, 2021 (1 YEAR TERM)

### EMS COUNCIL

Korena Laue

Kit Carson County Chief Ambulance Operations Director

Della Calhoon

Kit Carson County OEM, Vice Chair

Dave Hornung

Kit Carson County BOCC

Stan Hitchcock

Kit Carson County BOCC

Cory Wall

Kit Carson County BOCC

Mark Weber

Burlington Fire

Kevin Freund

Stratton Fire

Ryan Bancroft

Community Ambulance Service

Marilynne Jones

Community Ambulance Service/MCC EMT Instructor

Randy Fagerlund

Community Ambulance Service Director

Kurt McAuley

Seibert Fire

Scott Edmunds

Vona Fire

Marion Brouwer

Flagler Fire

Heather Morris

Kit Carson County Memorial Hospital Representative

Shawn Franz

Kit Carson County Dispatch

Dawn James

Kit Carson County Public Health Representative

Matt Angelidis

Medical Director

Tom Ridnour

Kit Carson County Sheriff

Nate Hill

Burlington Police Department

Randy Gorton

Kit Carson County Coroner

Valerie Rhoades

Training Center Rep

### FAIR BOARD

Allen Charles

**(3 Year Term)**

Sept. 2021

Christi Dobler

Sept. 2021

Tami Williams

Sept. 2021

Jason Foose

Sept. 2022

Cory Wedel, Chairman

Sept. 2022

Raymond Dobler  
Terry Tagtmeyer

Sept. 2022  
Dec. 2023

FAIR ROYALTY

Sheri Rider

(1 Year Term)

December 31, 2021

HEALTH ADVISORY BOARD

Dr. Sacramento Pimentel  
Dawn James

Tammy Crites  
Josephine Garcia

Dee Kaster  
Lindsey Richards

Whitnei Webber  
Michelle Wright

IRON HORSE RECIPIENTS

2005 - Bob McClelland  
2006 - Ted Wickham  
2008 - Bette Bailey  
2009 - Dean Wigton

2017 - Dr. Milton Vondy  
2017 - Dr. Stan Powell  
2018 - Jo Downey  
2019 - Mick Livingston

2020 - Karen Dusatko  
2021 - TBD

KCC 911 ADVISORY BOARD

Della Calhoon  
Mark Weber  
Korena Laue  
Randy Fagerlund  
Tom Ridnour  
Nate Hill  
Shawn Franz  
Dave Hornung

KCC Emergency Manager, Chairman  
Burlington Fire, Vice Chair  
KCCEMS, Secretary  
Community Ambulance Service  
Kit Carson County Sheriff  
Burlington PD  
KCC Dispatch  
KCC BOCC

KIT CARSON COUNTY CAROUSEL ASSOCIATION MEMBERS (updated December 2020)

Dolores Crisp  
Steve & Deb Daniel  
Jo Downey  
Kim Driscoll  
Adrienne Fasse  
Dave & Robbie Fearon  
Marion Lambert  
Kindra Mulch

Norma Pankratz  
Tara & Greg Penny  
Eileen Pinkowski  
Anita Queen  
Karen & Ken Sharp  
Deidra Shutte  
Dog & Kate Stolz  
Britt & Amanda Thew

Ken & Kathy Viken  
Donna Williams

**Honorary Members**

Lois Henry  
Dorothy Penny

KCC FACILITIES BOARD – Non Expiring

Jeff Cure  
Dave Gwyn

Gary Rhoades

KIT CARSON COUNTY PLANNING COMMISSION

Benjamin Hasart  
Norbert Dvorak  
William (Bill) Korbelik  
Chris Bledsoe  
Jerry Guy

(5 Year Term)

Dec. 2021  
Jan. 2023  
Jan. 2024  
Dec. 2025  
Dec. 2025

PRAIRIE DEVELOPMENT CORP.

Rol Hudler  
Ed Rarick

(2 YEAR TERM)

Dec. 2022  
Dec. 2022

PUBLIC INFORMATION OFFICER

Paula Weeks

Alternate – Della Calhoon

REPUBLICAN RIVER WATER

(3 Year Term)

Steve Kramer

November 16, 2023

SICK BANK BOARD

Paula Weeks – Administration

Non-Voting Member

VETERANS OFFICER

(2 Year Term)

Glen Marciniak

May 2021

VICTIM ADVOCATE VOLUNTEERS

Christa Durbin

Mindy Neve

Linsey Santala

Alyshia Sauer

**9. County Employees' Salaries:**

The next item of business to come before the Board of County Commissioners is the matter of setting the salaries and wages of County employees. After the previous year's salaries and wages were fully reviewed, the Bruce Amendment (Amendment #1) was again reviewed, as well as the budget, and after the Board of County Commissioners was fully advised, upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of County Commissioners, to-wit:

**Resolution No. 21-006**

"BE IT RESOLVED: That the salaries and wages for County employees are hereby set for the next ensuing year of operation as follows:

KIT CARSON COUNTY PAY RANGE BY POSITION

DESCRIPTION	Range			DESCRIPTION	Range		
Administrator	45,000	-	68,000	Planning Director - 20% FTE	8,000	-	12,000
Administrative Assistant	30,000	-	40,000	Public Health & Human Services Secretary	28,000	-	34,250
Ambulance Director – without run pay	30,000	-	45,000	Public Health Program Coordinator/Financial	30,000	-	50,000
Ambulance Deputy – without run pay	25,750	-	35,000	Public Health CPC/STEPP	29,000	-	35,000
Ambulance – without run pay	25,750	-	35,000	Public Health SEP	28,000	-	57,000
Assessor Clerk	28,500	-	38,000	Public Health WIC	28,000	-	50,000
Deputy Assessor	30,000	-	45,000	Public Health CTC	28,000	-	46,000
Civil Clerk	25,750	-	36,000	Public Health Program NFP	39,000	-	62,000
Secretary/Civil Clerk	29,750	-	40,000	Public Health Nurse	45,000	-	67,000
Clerk	28,500	-	36,000	Public Health Director	45,000	-	81,000
Clerk with Driver's License	30,000	-	42,500	Public Health Environmental Specialist - 80% FTE	37,000	-	47,000
Clerk with Election Cert	30,000	-	50,000	Road Foreman	34,000	-	50,000
Deputy Clerk	35,000	-	49,000	Road - Grader/Truck Driver	29,000	-	40,000
Detention Captain	32,000	-	43,000	Security Deputy	29,000	-	36,000
Detention Sergeant	30,000	-	39,750	Sheriff Deputy	32,000	-	44,000
Detention Deputy	28,000	-	35,000	Sheriff – Undersheriff	35,000	-	53,000
Dispatch Captain	31,250	-	49,000	Social Service Deputy Director	34,000	-	55,000
Dispatch Sergeant	29,750	-	42,000	Social Service Director	35,000	-	65,000
Dispatch Deputy	27,500	-	40,000	Social Services Finance Clerk	31,000	-	44,000
Emergency Manager	32,000	-	44,000	SS - Child Welfare Supervisor	45,000	-	60,000
Fair/4-H/Clerk - 80% FTE	20,500	-	30,000	SS - Child Welfare CW/Foster Care Coordinator	33,000	-	44,000
Fair/Clerk	29,000	-	42,000	SS - Child Welfare Case Worker	33,000	-	48,000
Finance Clerk	29,000	-	39,000	SS - Child Welfare Case Aide	30,000	-	36,000
Finance Clerk/Registrar	32,000	-	45,000	SS - Eligibility Supervisor	36,000	-	42,000
G & B Maintenance Supervisor	34,500	-	45,000	SS - Eligibility Tech	32,000	-	40,000
G & B Assistant	29,000	-	37,000	Treasurer Clerk	29,000	-	42,000
G & B Janitor	25,000	-	35,000	Deputy Treasurer	35,000	-	45,000
IT	40,000	-	60,000	Weed District Foreman	29,000	-	40,000
Solid Waste - Manager	40,000	-	55,000	Victim's Advocate	38,000	-	53,000
Solid Waste Clerk/Operator	28,250	-	44,000				



# **10. Employee and Elected Official Insurance:**

The next item of business to come before the Board of County Commissioners was the matter of paying for the following insurance coverage by the County on behalf of each County employee and each elected official of the County. After the matter was fully discussed and the Board of County Commissioners was fully advised, upon motion by **Cory Wall** and seconded by **Stan Hitchcock** following Resolution was unanimously passed and adopted by the Board of County Commissioners, to-wit:

## ***Resolution No. 21-007***

"BE IT RESOLVED: That full-time permanent employees, while employed by the County, shall be insured, at the expense of the County, with Colorado Counties Health and Life Co-operative, as follows:  
**Health and Hospitalization Insurance:**

**Three Tier Plan:** This coverage extends to and covers a County employee and the employee's immediate family and an elected official of the County and an elected official's immediate family, subject to Policy limitations and provisions, the cost of which will be as follows:

2021	COUNTY PAID ADD-ONS PER MONTH						
*	life	vision	dental	Total Add-Ons	Ins. Monthly	Monthly Cost	Annual Cost
Single	\$ 2.40	\$ 5.70	\$ 17.30	\$ 25.40	\$ 708.00	\$ 733.40	8,801
Employee +1	\$ 2.40	\$ 11.35	\$ 34.75	\$ 48.50	\$ 1,327.00	\$ 1,375.50	16,506
Family	\$ 2.40	\$ 14.75	\$ 45.15	\$ 62.30	\$ 1,633.00	\$ 1,695.30	20,344

**Deductible:** This plan has a \$2,500.00 deductible with a maximum deductible of \$5,000.00 per family. County employees may submit a voucher with a copy of the Explanation of Benefits (EOB) from the insurance company for full reimbursement of the deductible. County Employee may submit EOB or prescriptions within one year of date of service. If you have dual insurance, both insurances must be billed and both EOB's turned in before deductible will be repaid.

**Health Savings Account:** On Jan. 8, 2014 by Resolution #14-002, the Kit Carson County Board of County Commissioners added a Health Savings Account (HSA) option along with a new deductible health plan (HDHP).

**Life Insurance:** A Life Insurance Policy, as hereinafter described, paid for by the County shall be provided for each County employee and each elected official, which Policy shall cover the life of the County employee and the life of the elected official while the employee and the elected official are on the County job carrying out County job-related activities, to-wit:

a. The life of an employee and an elected official shall be covered while on the County job by a Group Life Insurance Policy in the face amount of **TEN THOUSAND and NO/100 Dollars (\$10,000.00)** for each insured, the cost of such coverage being **TWO and 40/100 Dollars (\$2.40)** per month, subject to Policy limitations and provisions."

Age	Coverage	Cost
Under 70	\$10,000.00	\$2.40
70 thru 74	\$8,250.00	\$1.56
75 thru 79	\$5,000.00	\$1.20
80 or over	\$3,750.00	\$0.84

# **11. Medical Services Providers - County Employees:**

The next item of business to come before the Board of County Commissioners was the matter of designating for the next calendar year of operation the medical service providers in conjunction with “Worker’s Compensation Claims” for Kit Carson County employees. After the available and qualified medical personnel were reviewed and discussed and after the Board of County Commissioners was fully advised, upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of County Commissioners, to-wit:

### **Resolution No. 21-008**

"BE IT RESOLVED: That the following medical personnel are, by these presents, designated and appointed as medical service providers in conjunction with "Worker's Compensation Claims" for Kit Carson County employees for the next calendar year of County operation or until their successors are designated and appointed by further Resolution and order of the Board of County Commissioners:

Flagler Family Practice  
305 Pawnee Ave. (719)765-4340  
Flagler, CO 80816

Lincoln Community Hospital  
111 6th St (719)743-2421  
Hugo, CO 80821

K.C.C. Memorial Hospital  
286 16<sup>th</sup> St. (719)346-5311  
Burlington, CO 80807

Parke Health & Wellness Center  
182 16<sup>th</sup> St. (719)346-9481  
Burlington, CO 80807

#### **12. SICK BANK - HOURS SET FOR BANK**

The Board of County Commissioners established the limit of hours that are available to the Sick Bank, following a recommendation by the Sick Bank Committee. Upon review of the hours used and the hours remaining in the bank, the Board of County Commissioners set the hours available at 1600 hours for the year of 2021. The Sick Bank Committee members for 2021 are Della Calhoon, Collin Koop, Phil Decker, Dalene Colglazier, and Dawn James.

The Board of County Commissioners has approved the Sick Bank of Kit Carson County. After the matter was fully discussed, upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of County Commissioners, to wit:

### **Resolution No. 21-009**

"BE IT RESOLVED: That the Board of County Commissioners established the limit of hours that are available to the Sick Bank, following a recommendation by the Sick Bank Committee. Upon review of the hours used and the hours remaining in the bank, the Board of County Commissioners set the hours available at 1600 hours for the year of 2021.

#### **13. Consider Unemployment Insurance:**

The next item of business to come before the Board of County Commissioners was the matter of carrying “Unemployment Compensation Insurance” to pay possible awards granted under the provisions of C.R.S., 1973, Title 8, Articles 70 through 82, as amended, being the “Colorado Employment Security Act”. This matter was fully reviewed by the Board of County Commissioners, such review including

the history of claims filed against the County, the monetary amount of claims paid, the legal costs incurred by Departments of the County in resisting the claims for unemployment benefits, and the annual cost of insurance premiums if the County would elect to carry insurance with a private carrier to meet possible awards for benefits given under the Act. After the Board of County Commissioners was fully advised, upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of County Commissioners, to-wit:

### **Resolution No. 21-010**

"BE IT RESOLVED: That until further Resolutions and order of the Board of County Commissioners, Kit Carson County will insure itself against possible awards of benefits to terminated County employees granted under the provisions of the 'Colorado Employment Security Act' - C.R.S., 1973, Title 8, Articles 70 through 82, as amended."

#### **14. Adoption of Kit Carson County Policies Manual:**

The next item of business to come before the Board of County Commissioners was the matter of the review of the proposed revised Kit Carson County Policies of Kit Carson County, Colorado. After the current and revised Kit Carson County Policies were reviewed and discussed and after the Board of County Commissioners were fully advised, upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of County Commissioners, to-wit:

### **Resolution No. 21-011**

"BE IT RESOLVED: That the Board of County Commissioners has approved the Kit Carson County Policies Manual of Kit Carson County, including the following policies: (*See Attachment – Exhibit A*)

POLICIES	ORIGINAL RESOLUTION	UPDATED RESOLUTION
<ul style="list-style-type: none"> <li><a href="#">Colorado Open Records Request</a></li> <li><a href="#">Conflict of Interest Policy</a></li> <li><a href="#">Drug and Alcohol Testing – Changes</a></li> <li><a href="#">Financial Policy</a></li> <li><a href="#">Forms-Manuals-Plans-Policies</a></li> <li><a href="#">Hiring policy and procedures</a></li> <li><a href="#">Mileage Reimbursements</a></li> <li><a href="#">Limitation and Approval of Extra Help</a></li> <li><a href="#">Personnel Policy Manual – with 2019 Ethical, Personally Identifiable Information, &amp; Whistle Blower Policies</a></li> <li><a href="#">Purchase Policy</a></li> <li><a href="#">Reimbursement Out of County and Away From Home Expenses</a></li> <li><a href="#">Retention Schedule Policy</a></li> </ul>	<p><a href="#">14-056</a></p> <p><a href="#">19-010</a></p> <p><a href="#">14-063</a></p> <p><a href="#">17-010</a></p> <p><a href="#">18666</a></p> <p><a href="#">18-010</a></p> <p><a href="#">#17776</a></p> <p><a href="#">14-072</a></p> <p><a href="#">18-010</a></p> <p><a href="#">15-053</a></p> <p><a href="#">14-074</a></p> <p><a href="#">19-010</a></p>	<p><b>#21-011</b></p> <p><b>For All Listed Policies</b></p> <p><b>See Policy Manual Cover Page lists changes</b></p>

Chairman **Dave Hornung**, did order that a copy of the Personnel and Employment Policy Manual of Kit Carson County, Colorado, be attached to these Re-Organization Minutes.

#### **15. Depositories for County Funds:**

The Board of County Commissioners designated the following Banks and Savings and Loans as depositories for Kit Carson County Funds. Kit Carson County receives “eligible depository” certificates issued by the State Division of Banking before any money is deposited.

The Bank of Burlington  
Colorado East Bank & Trust  
Frontier Bank

High Plains Bank of Flagler  
McCook National Bank  
Time Value Investments (TVI)

#### **16. Consider Road and Bridge District Division:**

The next item of business was the matter of considering for the operation of the County Road System the division of the County into three (3) area Districts with a Commissioner designated as the Department Head for each District who would be responsible for the construction, repair and maintenance of County roads within his designated District. After the matter had been fully reviewed and the prior division of the County into Road and Bridge Districts had been reviewed, upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of County Commissioners, to-wit:

### **Resolution No. 21-012**

"BE IT RESOLVED: That the County of Kit Carson is hereby divided into three (3) Road and Bridge Districts with a Commissioner hereby appointed as the Department Head to oversee and be primarily responsible to the County residents in that District of the construction, repair and maintenance of County roads and bridges in that District.

District 1 shall be all of that portion of the County east of County Road 44 including County Road 44

District 2 shall be all of that portion of the County, which lies west of County Road 44 and east of County Road 23; and

District 3 shall be all of that portion of the County west of County Road 23 including County Road 23.

In no event does the Board of County Commissioners designate its ultimate authority and/or duty to any one (1) Commissioner and all budgetary actions and determinations related to the final operation of the County Road and Bridge System shall be a determination made by a majority vote of the Board of County Commissioners. The day to day administration of the County Road and Bridge System shall be the responsibility of the designated Commissioner in his respective District. Any material violation of the power or authority by any one (1) Commissioner will be subject to review and correction by the full Board of County Commissioners."

#### **17. Soil Erosion - Dust Blowing Act, 1954:**

The next item of business to come before the Board of County Commissioners was the matter of enforcing the Soil Erosion - Dust Blowing Act - 1954, C.R.S., 1973, Title 35, Article 72, Section 101. The Commissioners, in reviewing this statute, do find and determine that when the Board of County Commissioners is advised in writing, or otherwise informed that soil is blowing from any land in the County, and is supplied with a description of such land and it does appear that by reason of such blowing that private property described in the statute is being damaged, the Board of County Commissioners is required, as soon as practicable, to give notice of such complaint to the owner or occupier of such land from which the soil is blowing and to inspect, or cause to be inspected, such land. Thereupon, and upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of County Commissioners per Colorado Revised Statute, to-wit:

### **Resolution No. 21-013**

"BE IT RESOLVED: That the Commissioner designated as the Commissioner for each Road and Bridge Division, the County being divided into three (3) Districts, is hereby designated as the investigating Commissioner from the Board of County Commissioners to investigate and inspect any written complaint filed under this statute regarding land and real estate located within his designated District and thereafter, such Commissioner shall determine and report to the Board of County Commissioners the following:

It appears that by reason of such blowing from any land in the County:

1. Private property, including but not limited to crops, grasslands, fences, fence rows, irrigation canals, ditches, or livestock on adjacent land or other land, or
2. Roads, barrow ditches, fences or other public property is being damaged.'

Thereafter, the inspecting Commissioner, on behalf of the Board of County Commissioners, shall, as soon as practicable, give notice of such complaint to the owner or occupier of the land from which soil is blowing and inspect, or cause to be inspected, such land.

If the Board of County Commissioners finds, after consultation with a member or members of the local Soil Conservation District, with the State Conservation Board, or with local owners or occupiers, including the owner or occupier of the land from which soil is blowing, that soil is blowing from such land in sufficient quantity to be in violation of the specific provisions of the statute because of soil being blown there from, the Board of County Commissioners shall determine what, if anything, can be done to prevent or materially lessen such blowing of soil from such land. Thereafter, and depending upon the finding of the Board of County Commissioners, appropriate action authorized under the statute shall be taken by the Board of County Commissioners to stop the soil erosion and resulting damage.

#### **18. Right to Farm and Ranch**

The Board of County Commissioners recognizes the need to protect the viability and emphasize the importance of farming, ranching and other agricultural activities and operations in Kit Carson County and the changes that are occurring within our county demography and the potential for conflicts between agricultural operations and visitors to and residents of rural Kit Carson County. The Board of County Commissioners adopted the Kit Carson County Right to Farm and Ranch on **January 10, 2012 #21009**.

**WHEREAS**, the Board of County Commissioners of Kit Carson County ("Board") recognizes the need to protect the viability and emphasize the importance of farming, ranching and other agricultural activities and operations in Kit Carson County; and,

**WHEREAS**, the changing nature of land use and demography in Kit Carson County has increased the potential for conflicts between agricultural operations and visitors to and residents of rural Kit Carson County; and,

**WHEREAS**, examples of such conflicts include, but are not limited to: harassment of livestock and livestock losses due to free roaming dogs; trespass by livestock; movement of livestock and machinery on highways and county roads; gates inappropriately left open or shut; fence construction and maintenance; chemical applications, either by airplanes or spray apparatus of various kinds; complaints regarding noise, dust and odor; disposal of dead animals; weed and pest control; and trespass; and,

**WHEREAS**, residents moving from urban or suburban settings need to realize that public services in a rural area are not at the same level as what they may be accustomed to. Road maintenance and/or surface quality may be at a lower level; in certain situations, surface maintenance may not be the county's responsibility; mail delivery may not be as frequent; utility services may be nonexistent or subject to interruption; water is a valuable resource and is not available in all locations of the county and, if it is available, the costs associated with obtaining it may be prohibitive; a permit

from the State of Colorado is required before drilling a well, with different requirements for domestic and livestock wells; law enforcement, fire protection and ambulance service will have considerably longer response times; and snow may not be removed from county roads for several days following a major snow storm or it may not be the county's responsibility to remove snow in subdivisions. First priority for snow removal is school bus routes and mail routes; and,

**WHEREAS**, it is desirable to protect agricultural operators from complaints about legal and non-negligent agricultural operations and activities; and,

**WHEREAS**, it is desirable to educate the public and nonagricultural residents and visitors to Kit Carson County about the existence, value and importance of Kit Carson County's agricultural operations and activities; and,

**WHEREAS**, the Board shall attempt and aspire to:

- a. Conserve, enhance and encourage farming, ranching and associated agricultural activities and operations within Kit Carson County;
- b. Minimize financial conflicts between agricultural and nonagricultural users of land in the County;
- c. Educate and notify new rural residents and longtime agricultural operators alike of their rights and obligations relating to agricultural activities;
- d. Integrate planning efforts to provide for the retention of traditional and prime agricultural lands, agricultural production, as well as the opportunity for reasonable residential and other development; and

**WHEREAS**, the Board, pursuant to Colorado statute, has the power to regulate the use of land and to preserve the culture and history of Kit Carson County; and

**WHEREAS**, pursuant to Article 3.5, Title 35, C.R.S., it is the declared policy of the State of Colorado to conserve, protect and encourage the development and improvement of agricultural lands for the production of food and other agricultural products. The Colorado General Assembly has also recognized that when nonagricultural land uses extend into agricultural areas, agricultural operations often become the subject of nuisance suits and that a number of agricultural operations have been forced to cease operations and many others are discouraged from making investments in farm improvements. The State has also stated that the purpose of the Article 3.5 is to reduce the loss to the State of Colorado of its agricultural resources by limiting the circumstances under which agricultural operations may be deemed to be a nuisance; and

**WHEREAS**, pursuant to Section 35-3.5-102(1)(a), C.R.S., an agricultural operation shall not be found to be a public or private nuisance if the agricultural operation alleged to be a nuisance employs methods or practices that are commonly or reasonably associated with agricultural production; and

**WHEREAS**, pursuant to Section 35-3.5-102(1)(b), C.R.S., an agricultural operation that employs methods or practices that are commonly or reasonably associated with agricultural production shall not be found to be a public or private nuisance as a result of any of the following activities or conditions: change in ownership; nonpermanent cessation or interruption of farming; participation in any government sponsored agricultural program; employment of new technology; or change in the type of agricultural product produced; and

**WHEREAS**, pursuant to Section 35-3.5-102(2)(a), C.R.S., an agricultural operation shall not be found to be a public or private nuisance if such agricultural operation was established prior to the commencement of the use of the area surrounding such agricultural operation for nonagricultural activities; employs methods or practices that are commonly or reasonably associated with agricultural production; and is not operating negligently; and

**WHEREAS**, pursuant to Section 35-3.5-102(2)(b), C.R.S., employment of methods or practices that are commonly or reasonably associated with agricultural production shall create a rebuttable presumption that an agricultural operation is not operating negligently; and

**WHEREAS**, the Board has determined that it is desirable and beneficial to the citizens of Kit Carson County to establish and adopt by resolution a Right to Farm/Ranch Policy involving the elements of protection of agricultural operations, and education of property owners and the public; and

**WHEREAS**, the establishment and adoption of such a right to farm/ranch policy would serve and promote the public health, safety, welfare and morals of the citizens of Kit Carson County;

**NOW, THEREFORE BE IT RESOLVED** by the Board of County Commissioners of Kit Carson County that:

1. Policy Statement. The Kit Carson County Right to Farm and Ranch Policy, attached hereto and by reference made a part hereof, shall be and hereby is adopted as an official policy of Kit Carson County.
2. Public Education and Information Campaign. The Board, with the primary assistance of the CSU Extension Office and through the use of county staff as needed, shall support efforts to educate and inform the public of the Right to Farm and Ranch Policy. Such efforts shall include dissemination of written information and oral presentations to community associations and organizations and schools; providing information at the Kit Carson County Fair; preparation and distribution of press releases relating to the Right to Farm and Ranch Policy.
3. Property Owner Notification. The Board shall notify owners of land within the county by the following means:
  - a. Whenever a development permit is submitted to the Kit Carson County Planning Commission or the Kit Carson County Board of County Commissioners for the unincorporated area of Kit Carson County, the Land Use Department shall provide a copy of the policy to the applicant. As a condition of the development permit, the applicant shall sign the receipt and statement of understanding, attached hereto, which shall be maintained by the Land Use Department in the applicant's file.
  - b. The Board shall initiate amendments to the County Subdivision Regulations to provide that notification of the right to Farm and Ranch Policy shall be made at the time of any subdivision or related land use application.

After the matter was fully discussed, upon motion by **Cory Wall**, and seconded by **Stan Hitchcock** the following Resolution was unanimously passed and adopted by the Board of County Commissioners to remain enforce, to-wit:

### ***Resolution No. 21-014***

“BE IT RESOLVED: That the Board of County Commissioners has approved the Right to Farm and Ranch for Kit Carson County per Resolution #21009.”

#### **19. Farming of County Roads:**

The next item of business to come before the Board was the matter of abutting land owners, or someone on their behalf, farming portions of County road rights-of-way which can create road hazards restricting the use of County roads by the traveling public. After the matter was fully discussed, upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of County Commissioners, to-wit:

### ***Resolution No. 21-015***

"BE IT RESOLVED: That complaints have been received by the individual members of the Board of County Commissioners, wherein it is alleged that people are farming shoulders and in some instances traveled portions of the County road right-of-way, which could, if circumstances were right, create a hazard to the traveling public traveling a particular County road right-of-way.

Therefore, the road foreman of each of the three (3) Districts, under the direction of the respective Commissioner, should investigate each complaint arising in his District and that he should examine the road system in his District and if he finds that a road way is being farmed, determine the location and the possible



person responsible for such act and report the same forthwith to his Commissioner, who shall report the same to the full Board for appropriate review and action.

## **20. County Roads Standards**

The next item of business to come before the Board was to review the Standards of the Kit Carson County Roads from Resolution 14990 on June 23, 2005. After the matter was fully discussed, upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of County Commissioners including all parts of Resolution 14990 with the standards noted below, to-wit:

### ***Resolution No. 21-016***

“BE IT RESOLVED: That the Board of County Commissioners has approved the Road Standards for Kit Carson County per Resolution #14990 – May 24, 2005.”

1. **Construction Plans** – Prior to the construction of any new driveway or road which connects to a county road, the construction plans of the driveway shall be provided to the road and bridge foreman of Kit Carson County for his approval. The placement of any new culvert across or beside a county road must also be approved by the road and bridge foreman. The road and bridge foreman shall have the authority to require, when he deems it necessary, a construction drawing prepared by a registered professional engineer, licensed in the State of Colorado.
2. **Excavation and Back-filling** – Whenever any excavation cuts into the right-of-way of a county road, the back-filling requirements, including compaction used and materials used, must be approved by the road and bridge foreman of Kit Carson County.
3. **Drainage Facilities** – Final grades, street geometrics, types of construction and all other street details relative to the design, construction or operation of any storm drainage system must be approved by the road and bridge foreman of Kit Carson County to ensure proper review of the total drainage system, which includes road side ditches, culverts or storm drains, and interior ditches and main channels.
4. **Right-of-Way** - The right-of-way of all county roads in Kit Carson County shall be 90 feet. The Kit Carson County Road and Bridge Department has the right to maintain the entire right-of-way, including the mowing of ditches and shoulders, and the removal of all obstacles, tree and plant growth, and any object which obstructs the vision or impairs the safety of traveling public.
5. **Windbreaks** – All new windbreaks shall not be allowed within 55 feet from center of the county road, up to 150 feet from the center of any traveled intersection. At traveled intersections, the windbreak must be planted in a straight line at a diagonal angle of approximately 45 degrees, running from 2 points in the middle of the county roads at least 150 feet from the center of intersection.
6. **Asphalt, Roads, Streets and Driveways** – Any new asphalt road or driveway connected to a county road, and all county asphalt roads, shall be constructed with a 20 year life expectancy, and shall be approved prior to construction by the road foreman of Kit Carson County. The road foreman shall have the authority to determine on a case by case basis, the requirements for the sub-grade, sub-base, base course and pavement, and the specifications of thickness of the asphalt pavement. The road and bridge supervisor shall also have the authority to determine any schedule for repairs, including chip sealing and coating of the asphalt.
7. **Utility Cuts and Easements** – The County shall be notified, and inspect utility cuts, whenever they are made in the public right-of-way. A written easement, on a form approved by Kit Carson County, shall be required for all utility cuts or easements, and the backfilling of any cut or easement shall be approved by the road and bridge foreman of Kit Carson County. The requesting the cut or easement shall notify adjoining landowners in writing by Certified Mail prior to performing work, except in emergencies, and shall request landowner approval of the cut or easement.



8. **Payment of Costs** – The costs of the construction and improvement of any private driveway, street or road, including the costs for any inspection and any tests necessary to be performed required by a professional engineer, will be paid by the developer or the private property owner.
9. **Cattle Guards** – The placement of any cattle guard in the right-of-way of any county road shall be approved in advance by the road and bridge foreman of Kit Carson County. The private landowner shall be responsible for paying for and maintaining the cattle guard.
10. **Trash in Right of Way** – The placement of any trash or refuse in the right-of-way of any county road is prohibited. If an adjoining landowner who is responsible for the placing trash or refuse fails to remove such trash or refuse after being provided with written notice by the county, the county may enforce removal and impose penalties under the enforcement provisions of Kit Carson County Land Use Resolution.

# **COUNTY FEE SCHEDULES**

## **21. AMBULANCE FEES**

The Board of County Commissioners reviewed and adjusted the fees for the Kit Carson County Ambulance Service. The following fees were adopted per Resolution #017-048 on December 27, 2017.

### ***Resolution No. 21-017***

“BE IT RESOLVED: That the Board of County Commissioners has approved the Ambulance Fee Schedule for Kit Carson County per Resolution #017-048. After the matter was fully discussed, upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of County Commissioners, to-wit:

### **KIT CARSON COUNTY AMBULANCE RESERVES ON-CALL & RUN PAY**

#### **WEEKDAY & NIGHT ON-CALL PAY**

First Responder	\$0.95/hr
EMT	\$1.02/hr
EMT-Basic/IV	\$1.10/hr
EMT-I or RN	\$1.33/hr
EMT-Paramedic	\$1.44/hr

#### **RUN PAY (ALL CERTIFICATION LEVELS)**

\*A run requires a full patient assessment with Transport or a fully documented refusal

0-10 miles	\$ 17.00
11-20 miles	\$ 22.00
21-30 miles	\$ 27.00
31-40 miles	\$ 32.00
41-50 miles	\$ 42.00
51-60 miles	\$ 52.00
61-70+ miles	\$ 62.00

#### **24 HOUR SHIFT WEEKEND ON-CALL PAY**

A weekend shift starts @ 1800 Friday night and stops @0600 Monday morning.

A weekend shift is considered a full consecutive 24 hour shift anytime between Friday night and Monday morning.

\*you may have more than one 24 hour shift

#### **TRANSFERS**

First Responder	\$ 80.00
EMT	\$ 90.00
EMT-B/IV	\$ 105.00
EMT-I or RN	\$ 145.00
EMT-PARAMEDIC	\$ 175.00

#### **STAND-BY TIMES, FOOTBALL GAMES, CANCELLED CALLS**

\*Stand-By time is considered staging times, fire call times, or any time when there is no pt contact or assessment.

It DOES NOT constitute a cancelled call (Either before or in route to call. )

**Cancelled call/ Stand down** \$0.00

**Stand-By w/no patient assessment** \$10.00/trip

**Stand-By hourly rate** \$15.00 /hr after 1 full hour on scene

**Football Game Coverage** \$20.00 per game for High School Varsity

\$15.00 per game for HS Junior Varsity/Junior High/Youth

22. ASSESSOR FEES

**Resolution No. 21-018**

“BE IT RESOLVED: That the Board of County Commissioners has approved the Assessor Fee Schedule for Kit Carson County.” After the matter was fully discussed, upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of County Commissioners, to-wit:

The County Assessor collects the following fees:

**Copies**

Appraisal Card	\$.25 per page
Index Card	\$.25 per page
Plotter Copies/	\$3.00 – Small 18”
	\$5.00 – Large 36”
Research/Records Request (CORA)	See Public Records Requested Policy

**GIS and Data Files:**

GIS (ArcView) map & data file	\$2,500.00
Records system data download file	\$ 250.00
(Minimum of \$250.00, additional charge for data manipulation)	
Tax Roll files	\$25.00

**ARBITRATORS OF PROPERTY VALUATION DISPUTES**

According to Colorado Revised Statute § 39-8-108.5 states “in order to give taxpayers an alternative to pursuing an appeal of the county board of equalization’s decision through either the board of assessment appeals or the district court, an arbitration process shall be established. The board of county commissioners shall develop a list of persons who shall be qualified to act as arbitrators of property valuation disputes.”

**Cory Wall moved** to appoint the following list of arbitrator(s) as follows for the year of 2021, seconded by **Stan Hitchcock**. The motion carried by unanimous vote by Cory Wall.

1.)

Donna Shaver	P.O. Box 917
O’Neil and Company	Brush, CO 80723
Certified General Appraiser	(970)842-5016 office
	(970)380-9707 cell

23. COUNTY CLERK & RECORDER FEES

**Resolution No. 21-019**

“BE IT RESOLVED: That the Board of County Commissioners has approved the Clerk and Recorder Fee Schedule for Kit Carson County.” After the matter was fully discussed, upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of County Commissioners, to-wit:

<b><u>KIT CARSON COUNTY CLERK AND RECORDER FEE CHART</u></b>	
<b><u>30-1-103(1) Colorado Revised Statutes, As Amended</u></b>	<b>FEES</b>
<b>GENERAL RECORDING: Documents 8 ½" x 11" &amp; 8 ½" x 14"</b>	
FIRST PAGE OF THE DOCUMENT \$10.00 Plus \$3.00 surcharge	\$13.00
EACH ADDITIONAL PAGE OF DOCUMENTS	\$5.00
<b>GENERAL RECORDING: Documents Larger than 8 ½" x 14</b>	
FIRST PAGE OF THE DOCUMENT \$10.00 Plus \$3.00 surcharge	\$13.00
EACH ADDITIONAL PAGE OF DOCUMENTS	\$10.00
<b>DOCUMENTARY FEES: 39-13-102(2)(a) (b)</b>	
Must add to general recording fee if more than \$500 is exchanging hands in transfer of ownership, i.e. Property transferring ownership for \$500,000 would be \$50 doc fee.	\$ .01 per \$100 over \$500
<b>Documents that often have documentary fees:</b>	
Warranty Deed, Quit Claim Deed, Personal Rep. Deed, Easements, Mine Deed,	
Sale Deed(Bill of Sale), Bargain & Sale Deed, Mineral Deed, Grant Deed	
<b>Documents that are exempt from documentary fees:</b>	
Treasurer's Deed, Public Trustees Deed, Sheriff's Deed, PT Certificate of Purchase	
Sheriff's Certificate of Purchase, Patents	
<b>Documents that have no documentary fees:</b>	
Deed of Trust (Mortgage), Real Estate (Mortgage), Indentures (Mortgage),	
Mineral & Royalty Deeds	
<b>EXCEPTIONS TO GENERAL RECORDING:</b>	
<b>1. AFFIDAVIT OF LABOR/INTENTION TO HOLD CLAIM: 34-43-114</b>	\$6.00 first page/\$5.00 for each additional page plus \$.25 for each mining claim named
<b>2. UCC FILINGS FOR REAL ESTATE ONLY: 4-9-525 CRS</b>	
ALL UCC FORMS – 1-2 pages	\$13.00 Flat Fee
ALL UCC FORMS- 3+ pages	\$18.00 Flat Fee
ALL UCC FORMS - eFiled	\$ 8.00 Flat Fee
<b>3. MARRIAGE LICENSES (Recording fee is included in initial license fee): CRS 14-2-106 CIVIL UNION (14-16-101)</b>	\$30.00 of which \$7.00 is retained by county
<b>4. PLATS – CRS 30-1-103 (2) (f) &amp; 38-51-107</b>	\$13.00 first page/\$10.00 each additional page
(Add if County Surveyor's signature is required)	\$10.00
<b>5. SURVEY PLATS</b>	\$23.00 for first page
<b>Deposited survey</b> (\$10.00 for the land survey book, \$10.00 for indexing in survey plat book, & \$10.00 for each additional page) 38-50-101 (4)(a)(b) & 30-1-103(2)(f)	\$20.00 first page/\$10.00 each additional page
<b>6. Department of Transportation-State of Colorado Plat Maps</b>	\$20.00 first page
<b>NOTE: The only exemptions from recording fees are counties &amp; the State of Colorado. Even though other entities may be exempt from Documentary Fees, only counties &amp; the State of Colorado are exempt from Recording Fees</b>	

<b>RETURNED CHECKS – CLERK FEE</b>	\$15.00 (PLUS TREASURER FEES)
<b>COPIES</b>	<b>FEES</b>
NON-CERTIFIED COPY OF A MARRIAGE LICENSE CRS 24-72-205(5)(a)	\$.25
CERTIFIED COPY OF A MARRIAGE LICENSE CRS 24-72-205(5)(a) & 30-1-103(j)	\$1.25
CERTIFIED COPY OF A VOTER REGISTRATION CRS 1-2-215, 30-1-103,	\$1.25
UNRECORDED DOCUMENTS/XEROX COPIES CRS 24-72-205(5)(a)	\$.25 per page
RECORDED DOCUMENTS (8 1/2" x 11" & 8 1/2" x 14") Includes Monument Records CRS 24-72-205(5)(a)	\$.25 per page
CERTIFICATION PER DOCUMENT CRS 30-1-103	\$1.00 per document
RECORDED PLATS (11" x 17" COPY) RECORDED PLATS (24" x 36" COPY) (VARIES BY COUNTY DUE TO CALCULATIONS)	\$.25 per page \$.25 per page \$5.00 full size – plotter \$10.00 Large Plotter
RECORDED MYLAR PLATS – CRS 24-52-205 (5)	\$6.50
USER DEFINED REPORTS ( could use this for the voter registration lists) CRS 1-5-303(3)	\$25.00 set up fee + \$.01 per name
FAX	\$1.00 per page
COMMISSIONER MINUTES CRS 24-72-205(5)	\$.25 per page
ELECTION LISTS – CRS 1-5-3030 (3- & 1-7.5-107 (2) (a) and (b) Cost of the lists will be assessed by the county clerk and paid by the political subdivision holding the election – First List Free to Designated Election Official and political parties for the purpose of caucus.	\$25.00 or \$0.01 per name, whichever is greater  Per Label - \$.05
POSTAGE CHARGE FOR MAILING OF COPIES: Standard size documents with 10 pages or less Standard size documents with 11 pages or more Plat size copies (11" x 17" or 24" x 36") with 2 or fewer pages Plat size copies (11" x 17" or 24" x 36") with 3 or more pages	\$1.00 flat rate \$2.00 flat rate \$2.00 flat rate \$5.00 flat rate
<b>SCANNER-will vary depending on if county performs this function</b>	<b>FEES</b>
REDUCTION TO 8 1/2" x 11" with 1 copy	\$4.00
- WITH ADDITIONAL COPIES (8 1/2" x 11" OR 8 1/2" x 14)	\$0.50
- WITH ADDITIONAL COPIES (OVER 8 1/2" x 14)	\$1.00
<b>ONLINE SUBSCRIPTION – RECORDING – INTERNET SEARCHING</b>	<b>FEES</b>
ONLINE ACCESS WITH IMAGES (FULL VIEW) PLUS DOCUMENT PURCHASE	\$360/Calendar Year \$0.25 Per Page
ONLINE ACCESS WITH IMAGES (FULL VIEW) PLUS DOCUMENT PURCHASE	\$50/Month \$0.25 Per Page
<b>MONTHLY &amp; WEEKLY SCANS – PAID IN ADVANCE</b>	<b>FEES</b>
SCANNED IMAGES – THUMB DRIVE, CDS , ZIPS OF COPIES– COPIED BY CLERK’S OFFICE	\$200.00 / month
SCANNED IMAGES – THUMB DRIVE, CDS , ZIPS OF COPIES – COPIED BY PUBLIC	\$175.00 / month
SCANNED IMAGES AND GRANTOR/GRANTEE INFORMATION	\$100 / week
<b>SPECIAL REPORTS- MIN. \$5 PARTIAL LIST \$25.00 FULL LIST SET-UP/HR &amp; IF LABELS ARE REQUESTED .05¢</b>	

## 24. COUNTY PUBLIC TRUSTEE FEES

### Resolution No. 21-020

“BE IT RESOLVED: That the Board of County Commissioners has approved the Public Trustee Fee Schedule for Kit Carson County.” After the matter was fully discussed, upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of County Commissioners, to-wit:

### PUBLIC TRUSTEE FEE SCHEDULE

#### **RELEASE FEES: 38-37-104(1)(a)**

For executing a Release of Deed of Trust\* ..... \$15.00

#### **FORECLOSURE DEPOSIT: 38-38-101(10)**

To be applied to Fees and Costs ..... Up to \$650.00  
or the amount of the fee permitted pursuant to 38-37-104(1)(b)(I), whichever is greater.

#### **FORECLOSURE FEES: 38-37-104(1)(b)**

##### **(I) Opening and Administering a Foreclosure**

For original principal balance under \$480,000.00 ..... \$150.00

For original principal balance over \$480,000.00 ..... 1/32 of 1%  
of the original principal amount or outstanding balance, whichever is less, but no less than \$150.00

Accepting the filing of an Intent to Redeem (per notice) ..... \$50.00

Processing and Executing a Certificate of Redemption\* ..... \$30.00

**(II) Executing a Confirmation Deed\*** ..... \$30.00

**(III) Processing a Withdrawal\*** ..... \$35.00

**(IV) Processing an Administrative Withdrawal\*** ..... \$50.00

**(V) Recommencing Sale when Held in Violation of Automatic Stay** ..... \$50.00

**(VI) Recommencing Sale after Bankruptcy where Publication was not Completed** ..... \$75.00

**(VII) Performing Actions Caused by a Partial Release as Described in 38-38-101(9)** ..... \$100.00

**(VIII) The Sum of all Amounts paid by the Public Trustee to Third Parties in Connection  
with Processing a Foreclosure** ..... Various

**(XI) Processing a Rescission of Sale pursuant to 38-38-113** ..... \$100.00

**(XII) Rescheduling a Sale after a Rescission of Sale pursuant to 38-38-113(4)** ..... \$50.00

#### **OTHER FEES:**

**38-37-104(1)(c):** Convey and dispose of property of a dissolved for profit or nonprofit corporation after death of the last surviving director as described in §38-30-171(3)(b) and §38-30-173(3)(b) ..... \$25.00

**38-37-104(1)(c):** Serve as Trustee of an unexecuted express trust after the death of the surviving trustee as described in §38-34-104 ..... \$25.00

**38-37-104(1)(d):** Serve as Escrow Agent for Contract for Deed as described in §38-35-126(1), annually for each Taxable Year ..... \$75.00

**38-38-109(2)(d): The fees prescribed in section 38-37-104 (1) (b) (VII) and (1) (b) (VIII)**  
Recommencing sale after being enjoined by court order where publication was not completed ..... \$75.00

Recommencing a sale after being set aside by court order ..... \$50.00

**38-38-704:** The fees and costs for providing educational or other information or material to the property owner or any person liable on the debt, not to exceed ..... \$25.00

\* The Public Trustee shall also collect \$13.00 per document plus \$5.00 for each additional page for recording with the County Clerk and Recorder pursuant to §30-1-103 and §30-10-421

#### **FORM OF PAYMENTS TO THE PUBLIC TRUSTEE**

**C.R.S. 38-37-108:** All moneys payable to a public trustee at any foreclosure sale under the provisions of this article or upon redemption or cure pursuant to article 38 of this title shall be in the form of cash, electronic transfer to an account of the public trustee available for such purpose or a certified check, cashier's check, or teller's check, or draft denominated as an official check that is a teller's check or a cashier's check as those terms are defined in and governed by the "Uniform Commercial Code", title 4, C.R.S., made payable to the public trustee and certified or issued by a state-chartered bank, savings and loan association, or credit union licensed to do business in the state of Colorado or a federally chartered bank, savings bank, or credit union.

#### **SPECIAL NOTICE**

**C.R.S. 30-1-108:** All officers of this state who are required to collect fees for their services are required to make fair tables of their respective fees, and keep the same posted in their respective offices in some conspicuous place for the inspection of all persons who have business in said office; and, if any such officer neglects to keep a table of fees posted in his office, such officer, for each day of such neglect, shall forfeit and pay the sum of five dollars, to be recovered by action at law before the county court for the use of the county in which the offense has been committed.

**C.R.S. 30-1-116(1):** Every officer shall collect every fee, as prescribed, for services performed by him in advance, if the same can be ascertained, and when any officer negligently or willfully fails to collect any such fee, the same shall be charged against his salary.

© COLORADO PUBLIC TRUSTEES' ASSOCIATION - EFFECTIVE JANUARY 1, 2017

## 25. COUNTY TREASURER FEES

### **Resolution No. 21-021**

“BE IT RESOLVED: That the Board of County Commissioners has approved the Treasurer Fee Schedule for Kit Carson County.” After the matter was fully discussed, upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of County Commissioners, to-wit:

# COUNTY TREASURER FEES

## STATE OF COLORADO

EFFECTIVE 8/5/2020

### FEE CLASSIFICATION OF COUNTIES

**FIRST CLASS** - Denver (1)    **SECOND CLASS** - Adams, Arapahoe, Boulder, Douglas, El Paso, Jefferson, Pueblo and Weld (8)  
**THIRD CLASS** - Delta, Garfield, Larimer, Las Animas, Logan, Mesa, Montezuma, Montrose, Morgan and Otero (10)  
**FOURTH CLASS** - Alamosa, Archuleta, Bent, Broomfield, Chaffee, Cheyenne, Clear Creek, Conejos, Costilla, Crowley, Eagle, Elbert, Fremont, Gilpin, Gunnison, Huerfano, Kit Carson, Lake, La Plata, Lincoln, Ouray, Park, Phillips, Prowers, Rio Grande, Routt, Saguache, San Miguel, Sedgwick, Teller, Washington and Yuma (32)  
**FIFTH CLASS** - Baca, Custer, Dolores, Grand, Hinsdale, Jackson, Kiowa, Mineral, Moffat, Pitkin, Rio Blanco, San Juan and Summit (13)

**§30-1-102. Fees of county treasurer.** (1) The county treasurer shall charge and receive the following fees:

LIST OF COUNTY TREASURER FEES	FIRST CLASS	SECOND CLASS	THIRD CLASS	FOURTH CLASS	FIFTH CLASS
(a) Upon all money received for town and city taxes	1%		2%		
(a) Upon all school taxes except those that are exempt by law	¼%				
(b) Upon all moneys received for taxes of every other kind	1%	1½%	2%	3%	5%
(c) For receiving all moneys other than taxes, except from federal funds	1%				
(e) For advertising delinquent personal property taxes	\$10.00 or the cost of advertising, whichever is greater				
(f) For issuance of a certificate of taxes due	\$10.00 for each certificate				
(g) For advertising delinquent real estate property taxes for tax sale	The estimated cost of advertising but not less than \$10.00				
(i) For each certificate of purchase delivered	\$4.00				
(j) For endorsing the amount of subsequent taxes paid on tax certificates	\$5.00 for each certificate				
(k) For processing an application for treasurer's deed	\$35.00 if the application is not advertised, \$75.00 if the application is advertised				
(l) For the assignment of a county-held or city-held certificate of purchase	\$4.00				
(m) For each notice of purchase required by §39-11-128 (1), to be served before a treasurer's deed may be issued	The cost of publication in a newspaper where such publication is required				
(n) For each certificate of redemption delivered	\$7.00				
(o) For services in collecting drainage district assessments (and)	Such amount as the board of directors of the district may allow, but not less than \$25.00 nor more than \$100.00 per annum				
(p) For services in collecting irrigation district assessments	Such amount as the county treasurer and the board of education shall agree upon, which shall be determined in accordance with the prevailing rate charged for similar services rendered by commercial banks in the State of Colorado				
(r) For preparation of a distraint warrant	\$15.00				
(s) For research	The amounts specified in § 24-72-205				
(t) For the notice, computation, and recording provided in section §32-1-1604	\$30.00				
(1.5) The county treasurer may charge and receive the fee specified in section 42-4-510 (2)(a) for issuing an authentication of paid ad valorem taxes and a transportable manufactured home permit	Not to exceed \$10.00				
(2) None of the provisions of this section shall be applicable to any moneys received or collected by any county treasurer for any hospital established under the provisions of part 3 of article 3 of title 25, C.R.S., or for any health service district embracing only an entire county established under the provisions of article 1 of title 32, C.R.S.					
(3) In addition to any other fees to which the county treasurer is entitled and notwithstanding the provisions of subsection (2) of this section, the county treasurer may charge an administrative fee of five dollars when the payment of any real property tax statement, exclusive of any license fees collected pursuant to sections 35-40-205 and 35-57.5-116, C.R.S., is less than ten dollars. The fee shall be credited to the county general fund, pursuant to section 30-25-105, to cover the cost of processing such tax statement.					

### OTHER STATUTES

**§13-21-109. Recovery of damages for checks, drafts, or orders not paid upon presentment.** (1) (b) An amount equal to the face amount of the check, draft, or order and: (i) The amount of any reasonable posted or contractual charge not exceeding twenty dollars . . .

**§30-1-108. Schedule of fees posted.** All officers of this state who are required to collect fees for their services are required to make fair tables of their respective fees, and keep the same posted in their respective offices in some conspicuous place for the inspection of all persons who have business in such office; and, if any such officer neglects to keep a table of fees posted in his office, such officer, for each day of such neglect, shall forfeit and pay the sum of five dollars, to be recovered by action at law before the county court for the use of the county in which the offense has been committed.

**§30-1-116. Officers shall collect fees in advance.** Except as provided in section 30-1-106, every officer shall collect every fee, as prescribed, for services performed by him or her in advance, if the same can be ascertained, and when any officer negligently or willfully fails to collect any such fee, the same shall be charged against his or her salary.

**§39-11-106. Advertising and auction fees.** (1) To the amount of delinquent taxes there shall be added a fee to cover the cost of advertising, as provided in section 30-1-102, C.R.S. if the public auction is conducted by means of the internet or other electronic medium, the treasurer may add a fee to cover the cost of conducting the public auction. (2) The treasurer of each county shall deliver his list of all lots or tracts of land for which tax liens are to be advertised for sale to the publisher or printer at least ten days before the date of the first publication.



26. **ENVIRONMENTAL HEALTH SPECIALIST FEES**

**Resolution No. 21-022**

“BE IT RESOLVED: That the Board of County Commissioners has approved the Health Specialist Fee Schedule for Kit Carson County.” After the matter was fully discussed, upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of County Commissioners, to-wit:

<b>Retail Food Establishment License Fees – based on 2019 Calendar Year</b>		<b>Fee</b>
No Fee License (K-12 Schools, non-profits)		\$0.00
Limited Food Service (convenience, other)		\$270.00
Restaurant 0-100 Seats		\$385.00
Restaurant 101-200 Seats		\$430.00
Restaurant Over 200 Seats		\$465.00
Grocery Store (0-15,000 Sq. Ft.)		\$195.00
Grocery Store (>15,000 Sq. Ft.)		\$353.00
Grocery w/Deli (0-15,000 Sq. Ft.)		\$375.00
Grocery w/Deli (>15,000 Sq. Ft.)		\$715.00
Mobile Unit (Prepackaged Food)		\$270.00
Mobile Unit (Full Food Service)		\$385.00
Oil & Gas Temporary		\$855.00
Special Event	Charges to be determined upon the event	Set Locally

<b>Description of Septic System</b>	<b>Fees</b>
New Septic System	\$223.00
Repair of Septic System	\$175.00
Privy	\$100.00
Perk Test for Septic System	\$175.00

27. **HUMAN SERVICES - GENERAL ASSISTANCE FEES**

**Resolution No. 21-023**

“BE IT RESOLVED: That the Board of County Commissioners has approved the Human Services – General Assistance Fee Schedule for Kit Carson County.” After the matter was fully discussed, upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of County Commissioners, to-wit:



The Human Services General Assistance Fee Schedule is as follows:

Fuel	Maximum of \$30.00 per person/per year (max 2x a year)
Food	\$15.00 per person (max 3x per year) SNAP standard guideline
Housing Assistance	Maximum of \$50.00 per household per year.
Miscellaneous	Maximum of \$20.00 per year/per household – TANF rules for general cash apply

The General Assistance Fee Program is funded through Kit Carson County only and no State funding is available for this program. This program is only utilized when all other funding sources have been depleted or are not available. It is used only for those that do not qualify for any other community programs to include but not limited to; the Prairie Family Center, the Food Banks and the Ministerial Alliance. Requestors must provide documentation that they have not received any other assistance elsewhere.

If the requestor is on any type of state or federal assistance, they will not qualify for these funds. The requestor will have a background and criminal check completed through the Kit Carson County Dispatch Center and the State CBMS system at the Department of Human Services. All requestor's must not have any outstanding warrants and have a valid driver's license. Each requestor will be evaluated on a case by case basis if the basic requirements have been met.

Kit Carson County Human Services budgets a set amount of money per year, which must last through the end of the year. Due to the limited amount of available funds we cannot usually pay the full amount requested.

## **28. KIT CARSON COUNTY LANDFILL & TRANSFER SITES**

The next item of business to come before the Board of County Commissioners was the matter of Kit Carson County Landfill & Transfer Sites – Fees, Rules and Hours of Operation. Thereupon, and upon motion made by **Cory Wall**, seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of Commissioners, to-wit:

### ***Resolution 21-024***

The Board of County Commissioners reviewed and adjusted the material and fees for the Kit Carson County Landfill. The following fees were adopted per Resolution **#20-075** on December 30, 2020.

**WHEREAS**, the Kit Carson County Landfill would like to adopt new Material and Fee Prices;

**WHEREAS**, the portion of Resolution #20-075 pertaining to the Kit Carson County Landfill Material and Fee Prices needs updated to accommodate for the increased expense for handling said materials as listed below:

**NOW THEREFORE**, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF KIT CARSON COUNTY that the following fees and hours be adopted for the Landfill Transfer Sites beginning on January 1, 2021:

## LANDFILL MATERIAL AND FEE PRICES

January 1, 2021

<u>*APPLIANCE/FURNITURE</u>	\$7.50 PER UNIT
<u>*APPLIANCE WITH FREON</u>	\$20.00 PER UNIT
<u>CONSTRUCTION AND DEBRIS/GRAIN</u>	
IN COUNTY SECURED	\$22.50 PER TON
IN COUNTY UNSECURED	\$45.00 PER TON
OUT OF COUNTY SECURED	\$45.00 PER TON
OUT OF COUNTY UNSECURED	\$90.00 PER TON
<u>COMMERCIAL TRASH</u>	
IN COUNTY	\$22.50 PER TON
OUT OF COUNTY	\$45.00 PER TON
<u>CONCRETE</u>	
IN COUNTY	\$11.00 PER TON
OUT OF COUNTY	\$22.00 PER TON
<u>CONTAMINATED SOIL</u>	\$32.50 PER TON
<u>**ELECTRONICS</u>	
**MONITORS OR TVS	\$1.00 PER INCH
*COMPUTERS	\$5.00 PER UNIT
<u>*MATTRESSES/BOX SPRINGS</u>	\$7.50 PER UNIT
<u>METAL</u>	
IN COUNTY	\$5.00 PER TON
OUT OF COUNTY	\$10.00 PER TON
<u>*MINIMUM FEE</u>	\$ 7.50
<u>***PAPER SHREDDING</u>	\$5.00 PER BOX (30 LBS)
<u>RESIDENTIAL TRASH</u>	
IN COUNTY SECURED	\$22.50 PER TON
IN COUNTY UNSECURED	\$45.00 PER TON
OUT OF COUNTY SECURED	\$45.00 PER TON
OUT OF COUNTY UNSECURED	\$90.00 PER TON
<u>SPECIAL WASTES AND HANDLING</u>	\$152.10 PER TON
<u>SHINGLES</u>	
IN COUNTY SECURED	\$22.50 PER TON
IN COUNTY UNSECURED	\$45.00 PER TON
OUT OF COUNTY SECURED	\$45.00 PER TON
OUT OF COUNTY UNSECURED	\$90.00 PER TON
<u>*TIRES</u>	
*16" OR LESS	\$5.00 PER UNIT (\$11.00 WITH RIM)
*16.5" – 24.5"	\$8.00 PER UNIT (\$14.00 WITH RIM)
*24.5" OR GREATER	\$36.00 PER UNIT (\$50.00 WITH RIM)
BULK	\$180.00 PER TON
<u>*TREES</u>	
PICK UP LOAD	\$9.75
TRAILER LOAD	\$16.25
TRUCK OR TRUCK SIZE TRAILER LOAD	\$26.00
SEMI LOAD	\$65.00
<u>*USED OIL</u>	\$ .25 PER GALLON
<u>AG-BAG &amp; SILO TARP</u>	\$45.00 PER TON
<u>RREOF</u>	\$ .23 PER LOAD OR \$1.17 PER TON
* - SET PRICE PER COUNTED UNIT OR LOAD	
** - SET PRICE PER SCREEN INCH OF TELEVISION OR MONITOR MEASURED FROM ONE CORNER TO OPPOSITE CORNER	
*** - SET PRICE PER 18" X 12" X 2" REEM BOX OR PER 30 LB INCREMENT OF NET WEIGHT (NET WT. DIVIDED BY 30)	
**ALL LOADS SUBJECT TO ADDITIONAL FEES IF UNSORTED, UNSECURED, AND OR OUT OF COUNTY**	
No Ag Bags are allowed	

In regards to the above R.R.E.O. FUND the Colorado Department of Public Health and Environment applicable User's fees will be assessed. C.R.S. 25-16-104.5 and 6 CCR 1007-2§1.7

**All vehicles will be weighed at the Burlington landfill.**

\*Also applies to transfer sites

All materials brought to the site will be placed where directed by the Operator in charge. There will be areas designated for Tires, Metal, Concrete, Trees and Grasses, Furniture and Used Oil. Doors must be removed from appliances such as refrigerators and freezers.

Compactor Trash Trucks, Roll-Offs and Transfer Trailers will only be accepted at the Kit Carson County Landfill at Burlington.

Tires and **Agriculture Bags & Tarps** will not be accepted at any Transfer Site, only at the Kit Carson County Landfill at Burlington.

Trees or branches will not be accepted at the Stratton Transfer Site.

Truck and trailer loads of shingles and roofing materials must be hauled to the Kit Carson County Landfill at Burlington.

Waste grain, grain cleanings and grain screenings will no longer be accepted at the Transfer Sites and must be hauled to the Kit Carson County Landfill in Burlington.

No burning will be permitted on the sites, except by Supervisor.

There will be no trespassing allowed after hours and any violators will be prosecuted.

All salvage rights are the sole right of Kit Carson County. No salvaging will be allowed except by permission of Supervisor or the County Commissioners.

**KIT CARSON COUNTY LANDFILL  
AND TRANSFER SITES**

May 1, 2018

**Operational Rules and Regulations**

**DAYS OF OPERATION:**

**KIT CARSON COUNTY  
LANDFILL AT BURLINGTON  
MONDAY THRU FRIDAY  
8:00AM TO 4:00PM**

**SATURDAYS  
8:00AM TO 11:30PM  
CLOSED  
SUNDAYS AND HOLIDAYS**

**STRATTON TRANSFER SITE**  
**MONDAY, WEDNESDAY**  
HOURS  
12:00PM TO 5:00PM  
**SATURDAY**  
HOURS  
11:00AM TO 5:00PM

**SEIBERT TRANSFER SITE**  
**TUESDAY, THURSDAY**  
HOURS  
12:00PM TO 5:00PM  
**SATURDAY**  
HOURS  
11:00AM TO 5:00PM

**FLAGLER TRANSFER SITE**  
**MONDAY, WEDNESDAY**  
HOURS  
12:00PM TO 5:00PM  
**SATURDAY**  
HOURS  
11:00AM TO 5:00PM

The Kit Carson County Landfill will be closed on days of high winds or inclement weather, as determined by the Operator in charge. To check on closures you may call **719-346-8198**. If you have questions you may call **719-346-8198**.

**All loads must be secured or covered to prevent the losing or blowing out of trash and/or other solid wastes (shingles, wood, tree branches, etc.). All unsecured loads will be charged double.**

The following materials will not, under any circumstances, be accepted at any of the sites: Hazardous Wastes, including but not limited to; Chemicals, Pesticides, Herbicides, Poisons, Acids, Caustics, Explosives, Fuel Oils, batteries containing lead or acids, Dead Animals (Household Pets {dogs, cats, etc.} or livestock, oil field sludge and wastes or liquids.

All chemical, pesticide, herbicide or liquid containers must be triple rinsed and punctured in at least 3 places before they will be accepted for disposal.

## **29. LAND USE APPLICATION FEES**

The Board of County Commissioners desire to revise and adopt necessary and appropriate fees to be charged for the various Land Use Applications in an effort to compensate Kit Carson County for the cost of reviewing and processing applications on July 6, 2016 under #16-051. The following fees were amended as of September 12, 2018, with Resolution #18-047. Thereupon, and upon motion made by **Cory Wall**, seconded by **Stan Hitchcock**, to adopt Resolution #21-025 as passed and further resolved in the following Resolution was unanimously passed and adopted by the Board of Commissioners, to-wit:

### ***Resolution No. 21-025***

<b>Description of County Land Use Fees</b>		<b>Fees</b>
Residential		\$50.00
Commercial		\$200.00
Industrial		\$500.00
In Addition, to Permit Fee for Solar		\$200.00/MW
Subdivision Exemptions		\$50.00
Divisions of Land (Excluding Cluster Developments)		\$50.00
Cluster Development		\$500.00
Additional Structure - Different Use		\$75.00
Additional Structure - Same Use		\$50.00
Concentrated Animal Feeding Operation		\$150.00
Variance - In Addition to Other Fee		\$200.00
Other		\$50.00
<b>Wind Energy Facility Fees</b>		
Minimum Initial Fee		\$5,000.00
Initial Application Fee		1.00/Acre
In Addition, to Permit Fee		\$200.00/MW

### 30. **PUBLIC HEALTH**

Charges will be based on cost of service and goods by the Kit Carson County Health Department. As cost of goods fluctuate monthly and sometimes daily you may call the department for cost and sliding fee scales if applicable.

### **ROAD AND BRIDGE FEES**

#### 31. **EQUIPMENT AND LABOR CHARGES:**

The next item of business to come before the Board of County Commissioners was the matter of Equipment and Labor charge fees to be charged for county residents using the equipment and labor on a non-commercial contractor basis. Thereupon, and upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of Commissioners, to-wit:

### ***Resolution No. 21-026***

“BE IT RESOLVED: That the Kit Carson County Road & Bridge Department will charge the following fees:

#### **EQUIPMENT OPERATOR**

Air Compressor (Dist #1,2 &3)With Hammer	\$ 68.00 Per Hr
Air Compressor (Dist #1,2 &3)Without Hammer	\$ 62.00 Per Hr
Back Hoe with Operator	\$128.00 Per Hr
Belly Dump Trailer with Tractor (\$3.50 Loaded Mile)	\$128.00 Per Hr
Broom with Operator	\$ 104.00 Per Hr
Bull Dozer with Operator	\$128.00 Per Hr
Chip Spreader & Operator	\$162.00 Per Hr
Dump Truck	\$68.00 Per Hr
Forklift	\$ 68.00 Per Hr
Grid Roller + Tractor	\$128.00 Per Hr
Hydraulic Crane with Operator	\$128.00 Per Hr
Loader with Operator	\$128.00 Per Hr
Low Boy with Tractor & Operator (\$3.50 Loaded Mile)	\$128.00 Per Hr
Motor Grader with Operator	\$128.00 Per Hr
Pickup/Trailer	\$ 50.00 Per Hr
Rubber Tired Roller + Tractor	\$ 128.00 Per Hr
Scraper with Operator	\$200.00 Per Hr
Self-Propelled Roller with Operator	\$ 92.00 Per Hr
Sheep Foot Packer with Tractor	\$128.00 Per Hr
Skid Steer	\$ 68.00 Per Hr
Terracer + Tractor with Operator	\$128.00 Per Hr
Truck with Operator (Small)	\$ 80.00 Per Hr
Welder	\$ 80.00 Per Hr

No equipment shall leave the County without prior approval. Equipment will not go beyond 160 miles from the county shop. The Operator hourly rate would be paid at \$30.00 in addition to the fee.

#### **GRAVEL CHARGES**

\$ .40¢ per yard (20 yards per load x .40¢=\$8.00)

#### **FILL DIRT CHARGES**

\$ .25 Per Yard

## **SHERIFF FEES**

### **32. CIVIL FEES OF KIT CARSON COUNTY SHERIFF:**

The next item of business to come before the Board was the matter of increase in Civil Fees to be charged for services rendered. After the matter was fully discussed, upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of County Commissioners, to-wit:

### ***Resolution No. 21-027***

WHEREAS, the Board of County Commissioners of Kit Carson County has the power, pursuant to C.R.S. 30-1-104(gg)(2), to set the fees for each type of service performed by the County Sheriff, within the limitations of that statute; and

WHEREAS, C.R.S. 30-1-104 has increased the fees of the County Sheriff for service of pleadings and other documents in all non-criminal actions through House Bill 1288, which was effective August 8, 2001; and

WHEREAS, increasing the fees is in the best interests of the citizens of the County of Kit Carson, Colorado.

NOW, THEREFORE, be it resolved by the Board of County Commissioners of Kit Carson County, Colorado that the following fee schedule shall be approved and charged by the Sheriff of Kit Carson County, Colorado, in accordance with statute:

<b>Service Fee:</b>		
30-1-104	DOCUMENT	INCREASED FEE
a.5	Summons (with or without Complaint)	\$35.00
b.5	Summons (not actually served)	\$20.00
c.5	Subpoena	\$60.00
d.5	Subpoena (not actually served)	\$20.00
E	Service of Juror	\$10.00
F	Writ of attachment or replevin	\$75.00
G	Garnishment	\$20.00
Gg	Writ of restitution (Actual Eviction/Move Out)	100.00 up to 200.00
Gg	Order of possession of premises-preposting	\$35.00
O	Writ with aid of posse comitatus	\$60.00
O	Writ without aid	\$4.00
Bb	Writ of ne exeat or body attachment	\$20.00
Cc	Copy of execution	\$60.00
	(when making levy on shares of stock under execution)	
set on	Service fee (Changed to zip code based)	
9-1-1010	Burlington	\$2.00
	Bethune	\$4.00
	Stratton	\$8.00
	Vona	\$12.00
	Seibert	\$16.00
	Flagler	\$20.00

	Second Service to same address/same time-same case	\$10.00
	Any service of any writ of process not Specified above	\$35.00
	<b>FOR OTHER SERVICES:</b>	
	Sex Offender Fees	\$25.00 Initial
		\$15.00 there after
J	Levying execution or writ of attachment	Actual Expense
K	Levying writ of replevin	Actual Expense
M	Making and filing for record a certificate of Levy on attachment or other cases	\$30.00
R	Advertising property for sale	\$30.00
S	Making certificates of sale	\$30.00
T	Executing and acknowledging deed of sale Of real estate	\$40.00
Dd	Making certificates of levy on shares	\$30.00
Ee	Making return on execution	\$60.00
Ff	Executing certificate of redemption	\$30.00

### 33. **FEE FOR FINGERPRINTING**

The next item of business to come before the Board of County Commissioners was the matter of the Fee for Fingerprinting charged by the County Sheriff's office. A resolution **#14-075 was passed on November 17, 2014** to set the fee at \$10.00.

Thereupon, and upon motion made by **Cory Wall**, seconded by **Stan Hitchcock**, to adopt the following Resolution was unanimously passed and adopted in Resolution #14-075 by the Board of County Commissioners, to-wit:

### ***Resolution No. 21-028***

"BE IT RESOLVED: That the Board of County Commissioners has approved the Fee for Fingerprinting for Kit Carson County per Resolution #14-075."

### 34. **RESOLUTION FOR MEDICAL TREATMENT CHARGES FOR COUNTY JAIL PRISONERS**

The next item of business to come before the Board of County Commissioners was the Medical Treatment Charges for County Jail Prisoners. Thereupon, and upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of Commissioners, to-wit:

### ***Resolution No. 21-029***

WHEREAS, the Kit Carson County Sheriff has the authority to assess medical treatment charges for prisoners being held in custody in the Kit Carson County Jail, pursuant to C.R.S. 17-26-104.5; and

WHEREAS, the County Jail may assess a reasonable medical treatment charge for each visit by a prisoner in custody to an institutional or non-institutional physician, dentist, optometrist, nurse, or licensed hospital, and the jail may assess any such medical treatment charge against the prisoner's jail account; and

WHEREAS, the current fee charges for medical treatment are insufficient to cover the reasonable costs incurred by jail personnel; and

WHEREAS, increasing the fees is in the best interests of the citizens of the County of Kit Carson, Colorado.

NOW, THEREFORE, be it resolved by the Board of County Commissioners of Kit Carson County, Colorado that the medical treatment charge to be assessed against any prisoner held in custody in the County Jail, to be paid by the prisoner from such prisoner's jail account, shall be \$20.00 per visit. Nothing in this Resolution shall preclude the Sheriff of Kit Carson County from requiring the prisoner to be primarily responsible for the payment of the cost of medical care for any self-inflicted injury or any pre-existing condition, in accordance with C.R.S. 17-26-104.5(3), and nothing in this resolution shall preclude the County for seeking payment or reimbursement for any medical treatment costs from a person being held in custody and receiving such services, and for collecting medical treatment charges as a cost of care, pursuant to C.R.S. 17-26-104.5(1) and (4).

### **35. MODEL TRAFFIC CODE ADOPTION**

The Board of County Commissioners made motion to adopt the current schedule of the Model Traffic Code for Kit Carson County on December 16, 2009. These are found in the Kit Carson County Commissioners minutes under #18898 with a copy of the notice from the public notice. Thereupon, and upon motion made by **Cory Wall**, seconded by **Stan Hitchcock**, to adopt Resolution #18898 as passed; the following Resolution was unanimously passed and adopted by the Board of County Commissioners, to-wit:

### ***Resolution No. 21-030***

“BE IT RESOLVED: That the Board of County Commissioners has approved Model Traffic Code Adoption for Kit Carson County per Resolution #18898.”

### **36. WORK RELEASE FEES:**

The next item of business to come before the Board of County Commissioners was the matter of work release fees to be charged under C.R.S. 17-26-107 for county sentenced prisoners and out of county sentenced prisoners. Thereupon, and upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of Commissioners, to-wit:

### ***Resolution No. 21-031***

“BE IT RESOLVED: That the Kit Carson County Sheriff's Department of Kit Carson County will charge \$35.00 per day for county sentenced prisoners, and \$40.00 per day for out of county sentenced prisoners. This fee is charged for everyday held in work release and includes all meals served at the Kit Carson County Jail. Any meal taken outside the Jail is above this charge.



The Board of County Commissioners approved \$9.00 fee to cover cost for ankle bracelet / GPS Tracker which will be added to the \$35.00 for a total of \$44.00 for County sentenced prisoners and \$40.00 for a total of \$49.00 for out of county sentenced prisoners that are approved for work release for a total of \$44.00 to \$49.00. This was adopted June 22, 2011 under #20476 as show in the Commissioner minutes.

**37. WEED DISTRICT**

The Kit Carson County Weed District will only provide spraying services on county road right of ways as of January 1, 2011.

The next item of business to come before the Board was the matter of providing spraying services on County road rights-of-way to control weeds. After the matter was fully discussed, upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of County Commissioners, to-wit:

***Resolution No. 21-032***

"BE IT RESOLVED: That the Board of County Commissioners, wherein weed control is needed in the County road right-of-way, which could, if circumstances were right, create a hazard to the particular County road right-of-way.

Therefore, the Weed District Foreman, under the direction of the Board of County Commissioners, should investigate each report of weeds, determine the location and provide the appropriate spraying services to control the County road right-of-way weeds."

**38. NOXIOUS WEED MANAGEMENT PLAN**

The Board of County Commissioners made a motion to adopt a Noxious Weed Management Plan on May 1, 2013 filed under **#13-12263**. The Board of County Commissioners will act as the Kit Carson County Weed District. Thereupon, and upon motion made by **Cory Wall**, seconded by **Stan Hitchcock**, to adopt Resolution #13-12263 as passed; the following Resolution was unanimously passed and adopted by the Board of County Commissioners

***Resolution No. 21-033***

"BE IT RESOLVED: That the Board of County Commissioners has approved the Noxious Weed Management Plan for Kit Carson County per Resolution #13-12263."

## **OTHER COUNTY BUSINESS**

**39. DESIGNATION OF OFFICIAL COUNTY NEWSPAPER, PUBLICATIONS AND PUBLICATION RATES:**

The next item of business to come before the Board of County Commissioners was the designation of an official newspaper published within the County as the official newspaper of the County. After the Board of County Commissioners had been fully advised, the Board of County Commissioners found that the only newspaper published in Burlington, Kit Carson County, Colorado, the County seat of the County, having general circulation throughout the County and which meets the requirements of a legal newspaper as set forth by statute (C.R.S., 1973, Title 24, Article 70, Section 103), is The Burlington Record. Upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of County Commissioners, to-wit:

## **Resolution No. 21-034**

**"BE IT RESOLVED:** That The Flagler News, a weekly newspaper published in Flagler, Kit Carson County, Colorado, with general circulation within the County, is hereby designated as the official legal newspaper of Kit Carson County, Colorado. Therefore, all legal notices and/or advertisements caused to be published by the Board of County Commissioners and/or by any elected County official or a Department Head, as the case shall be, shall be published in The Flagler News, Flagler, Colorado.

**WHEREAS,** The rates for legal notices or advertisements caused to be made by the Board of County Commissioners and/or by any elected County official or a Department Head, as the case may be, shall be in accordance with the provisions of C.R.S., 1973, Title 24, Article 70, Section 107, as amended, or in accordance with any effective amendment thereto. The designated official legal newspaper shall, upon publication of any legal notices or advertisements, cause proof of publication to be made and delivered in accordance with C.R.S., 1973, Title 24, Article 70, Section 105.

**BE IT FURTHER RESOLVED:** That in accordance with C.R.S., 1973, Title 30, Article 25, Section 111, as amended, the Board of County Commissioners shall publish in at least one (1) legal newspaper published in Kit Carson County, Colorado, the Board finding and determining that presently The Flagler News, The Burlington Record, and Stratton Spotlight are all legal newspapers published weekly in Kit Carson County, Colorado, as defined by C.R.S., 1973, Title 24, Article 70, Section 103, a report of each claim, except salary warrants, and expenditure allowed and paid by the County and taxes rebated, disclosing the name and the amount paid to each individual or firm, a description of the service or material furnished to the County, and as to other items, the nature of the claim, disclosing the fund charged with each expenditure. Such report shall contain a statement of any contracts for the expenditure of money not paid immediately made by the Board of County Commissioners, disclosing the nature and purpose of the contract, the parties thereto, and the amounts involved therein.

**WHEREAS:** Such reports shall be published at least monthly within thirty (30) days following the end of the period for which made. The County Clerk and Recorder shall provide to the Board of County Commissioners all information necessary for the publication. The published report shall state that it is published under the direction of the Board of County Commissioners. Nothing contained in this Resolution shall be construed as requiring the Board of County Commissioners to publish or make public the names of, or individual public welfare payments to or on behalf of, indigent persons receiving assistance from public welfare programs financed, in whole or in part, by Federal and State funds, or any combination thereof, when such publication is specifically forbidden by law.

**BE IT FURTHER RESOLVED:** That the foregoing monthly publications shall be published on an alternate monthly basis rotating the publication each month between the Stratton Spotlight, The Flagler News and The Burlington Record.

**WHEREAS,** Salary information for all County employees and officials shall be published twice annually in the manner provided in subsection (1) of C.R.S., 1973, Title 30, Article 25, Section 111, as amended. The first publication shall be in August and shall include each title and gross monthly salary for the period prior to July 1st of that year. The second publication shall be in February and shall list each employee by name and title, along with the total amount of gross salary paid to such employee during, up to, and including December 31st of that fiscal year.

**BE IT FURTHER RESOLVED:** The semi-annual salary and wage publications referred to herein and the delinquent tax list shall be published in The Flagler News."

**40. LEASE PAYMENT - COUNTY TRANSLATOR TOWER:**

The next item of business to come before the Board of County Commissioners was the matter of considering the payment of the lease payment for the use of the land upon which the County translator towers are now located. After this matter was reviewed and after the Board of County Commissioners had been fully advised, upon motion by **Cory Wall** and seconded by **Stan Hitchcock**, the following Resolution was unanimously passed and adopted by the Board of County Commissioners, to-wit:

**Resolution No. 21-035**

"BE IT RESOLVED: That communication reception over most of the area in Kit Carson County, Colorado, is enhanced by the maintenance and operation of the translator towers making up the County translator system and, therefore, such system does provide a definite communication service to the residents of Kit Carson County, Colorado; therefore, staff is authorized and directed to make the lease payments for the use of the land upon which the towers are located, to-wit:

- a. Donald LeRoy Koepke and  
Chad Lee Koepke  
41777 County Rd T  
Burlington, Colorado 80807  
\$200.00  
Reception # 540127 – Tract 11-9-45

<u>2021</u> <u>Resolution #</u>		<u>Original</u> <u>Resolution #</u>
<u>ORIGINAL RESOLUTION REFERENCE</u>		
<b>21-006</b>	Employee and Elected Official Insurance	<b>14-002</b>
<b>21-011</b>	KIT CARSON COUNTY POLICIES – attached Exhibit A	<b>19-010</b> <b>20-011</b>
	<ul style="list-style-type: none"><li>• Colorado Open Records Request – no change</li><li>• Drug and Alcohol Testing – no change</li><li>• Financial Policy – no change</li><li>• Hiring policy and procedures – no change</li><li>• Limitation and Approval of Extra Help - no change</li><li>• Mileage Reimbursements</li><li>• Personnel Policy Manual - some changes</li><li>• Purchase Policy – no changes</li><li>• Reimbursement Out of County and Away From Home Expenses – no change</li><li>• Forms-Manuals-Plans-Policies – no change</li></ul>	<b>14-056</b> <b>14-063</b> <b>17-010</b> <b>14-072</b> <b>18-010</b> <b>17776</b> <b>15-053</b> <b>14-074</b> <b>18666</b> <b>18-010</b>
<b>21-013</b>	Soil Erosion - Dust Blowing Act, 1954	Based on CRS
<b>21-014</b>	Right to Farm and Ranch	<b>21009</b>
<b>21-015</b>	Farming of County Roads	
<b>21-016</b>	County Roads Standards	<b>14990</b>

<b><u>FEES</u></b>		
<b>21-017</b>	<b>Ambulance Fees</b>	<b>17-048</b>
<b>21-018</b>	<b>Assessor Fees / Appoint Arbitrator – <i>first appointed</i></b>	<b>Nov. 10, 2015</b>
<b>21-019</b>	<b>County Clerk and Recorder Fees</b>	Based on CRS 30-1-103
<b>21-020</b>	<b>County Public Trustee Fees</b>	CRS – Title 38
<b>21-021</b>	<b>County Treasurer's Fees</b>	CRS – Title 30
<b>21-022</b>	<b>Kit Carson County Landfill &amp; Transfer Sites – Fees, Rules and Hours of Operation</b>	Hours - <b>18-036</b> Fees - <b>20-075</b>
<b>21-025</b>	<b>Land Use Application Fees</b>	<b>17-023</b>
<b>21-028</b>	<b>Sheriff - Fee for Fingerprinting</b>	<b>14-075</b>
<b>21-030</b>	<b>Sheriff - Model Traffic Code Adoption</b>	<b>18898</b>
<b>21-031</b>	<b>Sheriff - Work Release Fees</b>	<b>20476</b>
<b>21-033</b>	<b>Noxious Weed Plan</b>	<b>13-12263</b>
<b><u>OTHER COUNTY BUSINESS</u></b>		
<b>21-034</b>	<b>Designation of Official Newspaper, Publications and Publication Rates - <b>UPDATED</b></b>	<b>1974-3002</b> <b>1949-783</b>

D. H.

Dave Hornung, Chairman

1/20/2021

Date

Attest:

Susan Corliss  
Susan Corliss, County Clerk & Recorder

