

**KIT CARSON COUNTY COMMISSIONERS
MINUTES
MARCH 17, 2021**

8:00 AM WORK SESSION
9:55 AM COMMISSIONER MEETING TO CONVENE WITH PLEDGE OF ALLEGIANCE
• REVIEW CONSENT AGENDA ITEMS: PAYABLES, MINUTES, SIDE ITEMS
10:00 AM COLLIN KOOP GROUNDS AND BUILDINGS UPDATE
10:30 AM DHS DIRECTOR TIFFANY RAMOS - MONTHLY FINANCIALS
11:00 AM JEFF CURE – COUNTY ATTORNEY
12:00 PM LUNCH
1:00 PM KORENA LAUE EMS DIRECTOR / CPR CLASSES
1:30 PM BILL KORBELIK – KIT CARSON COUNTY MEAT PRODUCERS – MARCH 20TH

AGENDA:

- Minutes – March 10, 2021
- Accounts Payable

NEW ITEMS:

- Cobitco Bid – *submitted March 10th*
- Wagner Equipment Bid
- Commercial Booth Letters
- CSU Copier Maintenance Agreement

PURCHASE ORDERS:

MONTHLY REPORTS:

- Public Trustee

OLD ITEMS:

PERSONNEL ITEMS:

FYI:

TABLED:

- Community Center MOU

ADDITIONAL ITEMS:

-

BOARD OF PUBLIC HEALTH:

- | | | | | |
|---------------|------------------------------------|----|------------|--------|
| • PO#21-00140 | Sanofi Pasteur | PH | \$1,078.75 | Adacel |
| • PO#21-00141 | Gov Connection | PH | \$1,461.69 | Laptop |
| • | Stratton FFA Chapter Creed Contest | | | |

BOARD OF HUMAN SERVICES:

- GA Policy and Application Form for Approval

The Board of County Commissioners meeting was called to order at 10:34 AM. The Pledge of Allegiance was recited. Those present were Stan Hitchcock, Dave Hornung, Tiffany Ramos, Melissa Ross, Paula Weeks, and Susan Corliss. Commissioner Cory Wall was absent.

BOARD OF HUMAN SERVICES

Stan Hitchcock moved to go into the Board of Human Services meeting at 10:34 AM, seconded by Dave Hornung. The motion carried. Those present were Stan Hitchcock, Dave Hornung, Tiffany Ramos, Melissa Ross, Paula Weeks, and Susan Corliss.

GA POLICY AND APPLICATION FORM FOR APPROVAL

Tiffany Ramos presented the General Assistance Policy and Application Form for review and approval.

Stan Hitchcock moved to approve the General Assistance Policy and Application Form as presented effective January 2021, seconded by Dave Hornung. The motion carried.

DHS MONTHLY FINANCIALS

Melissa Ross presented the January 2021 County Allocation Review and Tiffany Ramos presented CSAT Report for the Department of Human Services.

COUNTY ALLOCATIONS/MOE REPORT



CFMS SET OF BOOKS
Period: JAN-21 Currency: USD

CTY=063 (Kit Carson)

	ALLOCATION FY BUDGET BALANCES	FY ACTUAL EXPENDITURES	FY FUNDS AVAILABLE	ALLOCATION VS FY EXPEND. VARIANCE
TOTAL COLORADO WORKS ADMIN:	200,025.00	81,138.26	118,886.74	40.6%
NET COLORADO WORKS MOE:	35,200.00	21,308.85	13,891.15	60.5%
TOTAL COLORADO WORKS:	235,225.00	102,447.11	132,777.89	43.6%
CHILD CARE ALLOCATION:				
CHILD CARE DIRECT/MOE	12,212.00	1,592.15	10,619.85	13.0%
CHILD CARE ADMIN	119,224.00	14,084.87	105,139.13	n/m
TOTAL CHILD CARE:	131,436.00	15,677.02	115,758.98	11.9%
CHILD WELFARE ALLOCATION:				
CHILD WELFARE OOH	0.00	43,485.39	(43,485.39)	n/m
CHILD WELFARE 80/20 ADM	517,068.43	300,819.50	216,248.93	58.2%
CHILD WELFARE CASE SERV	0.00	0.00	0.00	n/m
CHILD WELFARE REL CHILD CARE	0.00	1,516.51	(1,516.51)	n/m
CHILD WELFARE SUBADOPT	0.00	0.00	0.00	n/m
TOTAL CHILD WELFARE 80/20 ALLOCATION	517,068.43	345,821.40	171,247.03	66.9%
CHILD WELFARE 100% ADMINISTRATION	48,364.26	40,754.64	7,609.62	84.3%
TOTAL 80/20 & 100% ADMIN	565,432.69	386,576.04	178,856.65	68.4%
CHILD WELFARE TRCCF ALLOCATION	0.00	0.00	0.00	0.0%
CHILD WELFARE CHRP ALLOCATION	0.00	0.00	0.00	0.0%
CHILD WELFARE PRTE - FFS	23,293.92	0.00	23,293.92	0.0%
CHILD WELFARE - RTC PRIOR YR	0.00	0.00	0.00	0.0%
TOTAL CHILD WELFARE:	588,726.61	386,576.04	202,150.57	65.7%
TOTAL COUNTY ADMIN:	124,286.73	81,075.94	43,210.79	65.2%
TOTAL HCPF REGULAR ADMIN:	31,487.67	17,858.59	13,629.08	56.7%
TOTAL HCPF ENHANCED ADMIN:	57,968.26	64,141.50	(6,173.24)	110.6%
TOTAL ADULT PROTECTION:	41,553.00	12,068.68	29,484.32	29.0%
TOTAL ADULT PROTECTION CLIENT ASSIST:	2,000.00	263.44	1,736.56	13.2%
TOTAL EMPLOYEMENT FIRST:	0.00	0.00	0.00	#DIV/0!
TOTAL LEAP OUTREACH:	994.00	667.30	326.70	67.1%
TOTAL LEAP OUTREACH INCENTIVE PILOT:	26,000.00	274.74	25,725.26	1.1%
CORE SERVICES ALLOCATION:				
CORE SERVICES MENTAL HEALTH 100%	0.00	9,409.45	9,409.45	n/m
CORE SERVICES ADAD 100%	0.00	2,220.00	2,220.00	n/m
CORE SERVICES SEA	1,672.86	0.00	1,672.86	0.0%
CORE SERVICES OTHER 100%	71,067.96	25,354.49	45,713.47	35.7%
CORE SERVICES 80/20	58,223.08	38,813.60	19,409.48	66.7%
TOTAL CORE SERVICES:	130,963.90	75,797.54	55,166.36	57.9%

**EBT PAYMENTS FOR SELF SUFFICIENT PROGRAMS WITHIN THE DEPARTMENT
2021 EXPENDITURES**

	COLO WORKS/TANF	CHILD CARE	CHILD WELFARE CASE SERVICES	CHILD WELFARE OUT OF HOME	CHILD WELFARE RELATED CHILD CARE	CHILD WELFARE SUBADOPT	CHILD WELFARE RELATIVE GUARDIAN	CORE MENTAL HEALTH	CORE SUBSTANCE ABUSE TREATMENT	CORE OTHER PREVENTION SERVICES
JANUARY	\$ 9,093.33	\$ 659.60	\$ -	\$ 10,039.44	\$ -	\$ 1,018.66	\$ 3,503.62	\$ 672.50	\$ 90.00	\$ 2,435.45
FEBRUARY										
MARCH										
APRIL										
MAY										
JUNE										
JULY										
AUGUST										
SEPTEMBER										
OCTOBER										
NOVEMBER										
DECEMBER										
TOTAL	\$ 9,093.33	\$ 659.60	\$ -	\$ 10,039.44	\$ -	\$ 1,018.66	\$ 3,503.62	\$ 672.50	\$ 90.00	\$ 2,435.45

	LEAP	STATE AND BURIAL	STATE AND BURIAL	AND SSI HOME CARE	SSI HOME CARE	OAP BURIAL	OAP A	OAP B	FOOD STAMPS	STATE DIVERSION	TOTAL
JANUARY	\$ 8,697.27	\$ 1,612.89	\$ -	\$ -	\$ -	\$ -	\$ 2,722.00	\$ 870.00	\$ 161,443.47	\$ -	\$ 202,858.23
FEBRUARY											\$ -
MARCH											\$ -
APRIL											\$ -
MAY											\$ -
JUNE											\$ -
JULY											\$ -
AUGUST											\$ -
SEPTEMBER											\$ -
OCTOBER											\$ -
NOVEMBER											\$ -
DECEMBER											\$ -
TOTAL	\$ 8,697.27	\$ 1,612.89	\$ -	\$ -	\$ -	\$ -	\$ 2,722.00	\$ 870.00	\$ 161,443.47	\$ -	\$ 202,858.23

Stan Hitchcock moved to adjourn the Board of Human Services meeting at 10:55 AM, seconded by Dave Hornung. The motion carried.

The Board of County Commissioners reconvened at 11:00 AM.

EXECUTIVE SESSION:

BOARD OF COUNTY COMMISSIONERS EXECUTIVE SESSION UNDER CRS-24-6-402 (4)(b) MOTION TO GO INTO EXECUTIVE SESSION AT 11:10 AM WAS MADE BY STAN HITCHCOCK, SECONDED BY DAVE HORNUNG. THE MOTION WAS CARRIED.

MOTION TO COME OUT OF EXECUTIVE SESSION AT 11:30 AM WAS MADE BY STAN HITCHCOCK, SECONDED BY DAVE HORNUNG. THE MOTION WAS CARRIED.

COUNTY ATTORNEY

Jeff Cure was consulted about the upcoming interviews for the appointment of the Sheriff. First round interviews will be held March 22-25 with the Board of County Commissioners and the county attorney. If needed, there will be a second round of interviews held on April 5-6. The announcement of the appointment of the new Kit Carson County Sheriff will be made on April 7, 2021, who will be sworn in Saturday, May 1, 2021.

BETHUNE TOWER – EASEMENT AND RIGHT OF WAY

The Easement and Right-of-Way Lease for the Bethune Tower has been approved by both parties beginning the 5th day of April, 2024, with a total of \$50,000 in lease fee with \$5,000 paid each year in April for ten years. It is currently with Chad Koepke to be signed. The Easement Agreement will be signed by Dave Hornung, Board of County Commissioners Chairman, upon receipt and recorded.

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

The Board of County Commissioners meeting was called to order at 1:00 PM. Those present were Stan Hitchcock, Dave Hornung, Korena Laue, Paula Weeks, and Susan Corliss.

AMBULANCE DIRECTOR / CPR CLASSES

Korena Laue shared with the Board of County Commissioners about the CPR classes that the Kit Carson County Ambulance Service is doing. Morgan Community College had requested the use of their equipment for their CPR classes to be conducted by another instructor. The Board of County Commissioners did not feel the equipment should be used unless a member of the Kit Carson County Ambulance crew was instructing the class. The full time staff will be doing an inventory of the equipment in the Stratton Ambulance Building.

ORANGE SHEET

Stan Hitchcock moved to approve Job Change – Orange Sheet Ambulance Service for Tonya Strothman at \$13.47 per hour for Step 00 and Grade 28 with annual wage of \$28,000.00 as a Non-Exempt Full Time Employee with Benefits effective March 29, 2021, seconded by Dave Hornung. The motion carried.

The Board of County Commissioners went into work session at 1:30 PM.

The Board of County Commissioners meeting reconvened at 2:10 PM.

CONSENT AGENDA

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

Stan Hitchcock moved to approve the minutes of March 10, 2021, and to pay \$171,823.58 for Accounts Payable, seconded by Dave Hornung. The motion carried.

CONDOLENCE LETTER

The Board of County Commissioners signed a sympathy card for employee Kelly Ray and her family on the passing of her father.

WAGNER EQUIPMENT BID

The Board of County Commissioners reviewed the quotes on a rammer for repairing asphalt holes:

- 2021 Multi Quip Model MTX60 new \$2,576.00
- 2017 Multi Quip 196 days on rent used \$1,030.00

Stan Hitchcock moved to approve the purchase of both rammers on the Wagner equipment bid for Road & Bridge District 2, seconded by Dave Hornung. The motion carried.

COMMERCIAL BOOTH LETTERS

The Board of County Commissioners reviewed and signed the Kit Carson County Fair & Pro Rodeo commercial booth letters.

CSU COPIER MAINTENANCE AGREEMENT

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

PUBLIC TRUSTEE – FEBRUARY REPORT

The Board of County Commissioners reviewed the February Public Trustee's Report.

PUBLIC TRUSTEE FEES PAID TO PUBLIC TRUSTEE

Month Ending Feb 28, 2021			
<u>PUBLIC TRUSTEE FEES</u>	<u>Fee</u>	<u>Quantity</u>	<u>Total</u>
Foreclosures	\$150.00	0	\$0.00
PT Deeds	\$30.00	0	\$0.00
Withdrawals	\$35.00	0	\$0.00
Admin Withdrawals	\$50.00	0	\$0.00
Intent to Cure	\$35.00	0	\$0.00
Cure of Default	\$35.00	0	\$0.00
Intent to Redeem	\$50.00	0	\$0.00
Redemption	\$30.00	0	\$0.00
Releases of Deed of Trust	\$15.00	40	\$600.00
Total PT Fees for Feb 28 ,2021			\$600.00

Stan Hitchcock moved to approve the Public Trustee's February Financials, seconded by Dave Hornung. The motion carried.

FEBRUARY HUTF REPORT

The Board of County Commissioners reviewed the February HUTF report and money from the State providing the county with a total of \$200,211.07 for the month of February, which is a decrease of \$33,689.37 from February of 2020.

The Board of County Commissioners recessed at 2:10 PM.

BOARD OF PUBLIC HEALTH:

Stan Hitchcock moved to go into the Board of Public Health meeting at 2:13 PM for the purpose of event forms and purchase orders only, seconded by Dave Hornung. The motion carried. Those present were Stan Hitchcock, Dave Hornung, Paula Weeks, and Susan Corliss.

PURCHASE ORDERS

Purchase Order #21-00140

Stan Hitchcock moved to approve the Purchase Order #21-00140 for Public Health PO#3896 to Sanofi Pasteur, Inc for Adacel vaccine totaling \$1,078.75, seconded by Dave Hornung. The motion carried.

Purchase Order #21-00141

Stan Hitchcock moved to approve the Purchase Order #21-00141 for Public Health PO#3897 to GovConnection Sales Quote #25164548.01 for ThinkPad laptop with 3 year services and a multifunction printer totaling \$1,461.69, seconded by Dave Hornung. The motion carried.

EVENT REGISTRATION FORMS

The Board of Health received Indoor Event Registration Forms from Stratton FFA Chapter Creed Contest – March 29.

Stan Hitchcock moved to adjourn the Board of Public Health meeting at 2:14 PM, seconded by Dave Hornung. The motion carried.

The Board of County Commissioners' meeting adjourned at 2:15 PM.

Submitted by: Susan Corliss, County Clerk and Recorder



Dave Hornung, Chairman

3/24/2021

Date

Attest:



Susan Corliss, County Clerk and Recorder

