

**KIT CARSON COUNTY COMMISSIONERS
MINUTES
MAY 26, 2021**

8:00 AM	WORK SESSION
9:30 AM	SHAWN FRANZ – DISPATCH DIRECTOR
9:55 AM	COMMISSIONER MEETING TO CONVENE WITH PLEDGE OF ALLEGIANCE
	• REVIEW CONSENT AGENDA ITEMS: PAYABLES, MINUTES, SIDE ITEMS
10:00 AM	ASSESSOR ABBEY MULLIS - PERSONNEL
10:30 AM	DHS DIRECTOR TIFFANY RAMOS & MELISSA ROSS – MONTHLY FINANCIALS
11:00 AM	JEFF CURE – COUNTY ATTORNEY
12:00 PM	LUNCH
1:00 PM	LINDSEY MILLS – KCC CATTLE WOMEN – FAIR UPDATES
1:30 PM	DAWN JAMES – PUBLIC HEALTH DIRECTOR – NEW HIRE
2:00 PM	COLLIN KOOP / FAIR BOARD

AGENDA:

- Minutes – May 19, 2021
- Accounts Payable

NEW ITEMS:

- Credit Card Policy for Brianna Weisshaar
- Sign Title – Sheriff Trade In

PURCHASE ORDERS:

- | | | | | |
|---------------|--------------------------|----|------------|------------------------|
| • PO#21-00160 | GALLS | SO | \$1,466.00 | BODY ARMOR |
| • PO#21-00163 | Professional Development | IT | \$1,645.00 | Cybersecurity training |

MONTHLY REPORTS:

- April Financials

OLD ITEMS:

- 30x30 Resolution
- Employee Performance Review / New Form

PERSONNEL ITEMS:

- Peggy Dunlap Orange Sheet – Training Complete
- Brandy Beierle – Orange Sheet – Promotion to Deputy

FYI:

- Decide on CCI Eastern District meeting for June 9
- Talk to Jeff about Pause Act and Gun bill
- Congressional Directed Spending

TABLED:

ADDITIONAL ITEMS:

- *Fair/Rodeo Contract – Rocky Mountain Rodeo*
- *Resolution 21-044 – Redistricting and Drawing of Two Rural Districts in Colorado*

BOARD OF PUBLIC HEALTH:

- Senior Dental Contract
- Public Health Emergency Preparedness Contract
- *Orange Sheet – Josephina Garcia – overdue 6 month evaluation*

Purchase Order

- | | | | | |
|----------------|-------------------|----|------------|---------------------|
| • PO#21-00 158 | ENVISION | PH | \$500.00 | YOUTH LEADERSHIP |
| • PO#21-00 159 | American Express | PH | \$950.00 | MONTANA CONFERENCE |
| • PO#21-00 161 | American Express | PH | \$832.40 | PRINTED MATERIALS |
| • PO#21-00162 | BURLINGTON RECORD | PH | \$1,575.00 | PRINTED MATERIALS |
| • PO#21-00164 | American Express | PH | \$711.00 | Custom Ink T-shirts |

BOARD OF HUMAN SERVICES:

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The Board of County Commissioners meeting was called to order at 10:27 AM. The Pledge of Allegiance was recited. Those present were Stan Hitchcock, Cory Wall, Dave Hornung, Abbey Mullis, Lynsay Cormack, Paula Weeks, and Susan Corliss.

ASSESSOR – PERSONNEL

Abbey Mullis discussed with the Board of County Commissioners the salaries of her current employees and appointment of a Deputy Assessor. The open position in her office is in the interview process with a possible offer next week.

ORANGE SHEETS – BEIERLE & DUNLAP

Stan Hitchcock moved to approve Salary Adjustment Orange Sheet for Peggy Dunlap for the Assessor's Office for completing training at \$17.79 per hour for Step .00 and Grade 37 with annual wage of \$37,000.00 as a Non-Exempt Full Time Employee with Benefits effective June 1, 2021, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

Cory Wall moved to approve Salary Adjustment Orange Sheet for Brandy Beierle for the Assessor's Office as Deputy Assessor at \$18.02 per hour for Step .50 and Grade 37 with annual wage of \$37,500.00 as a Non-Exempt Full Time Employee with Benefits effective June 1, 2021, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

The Board of County Commissioners meeting recessed at 10:35 AM.

BOARD OF HUMAN SERVICES

Cory Wall moved to go into the Board of Human Services meeting at 10:37 AM, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung. Those present were Stan Hitchcock, Cory Wall, Dave Hornung, Tiffany Ramos, Melissa Ross, Lynsay Cormack, Paula Weeks, and Susan Corliss.

DHS MONTHLY FINANCIALS

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

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	\$ 5,982.92	\$ 681.20	\$ -	\$ 12,416.60	\$ -	\$ 1,018.66	\$ 3,503.62	\$ 190.00	\$ 270.00	\$ 3,796.90
MARCH	\$ 6,334.00	\$ 655.00	\$ -	\$ 9,292.24	\$ -	\$ 920.08	\$ 3,164.56	\$ 570.00	\$ 360.00	\$ 3,604.85
APRIL										
MAY										
JUNE										
JULY										
AUGUST										
SEPTEMBER										
OCTOBER										
NOVEMBER										
DECEMBER										
TOTAL	\$ 21,410.25	\$ 1,995.80	\$ -	\$ 31,748.28	\$ -	\$ 2,957.40	\$ 10,171.80	\$ 1,432.60	\$ 720.00	\$ 10,039.20

	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	\$ 22,927.88	\$ 1,120.66	\$ 943.76	\$ -	\$ -	\$ -	\$ 2,760.00	\$ 76.00	\$ 165,360.02	\$ -	\$ 221,080.22
MARCH	\$ 5,057.16	\$ 698.66	\$ -	\$ -	\$ -	\$ -	\$ 2,637.40	\$ 76.00	\$ 170,046.98	\$ -	\$ 203,916.93
APRIL											\$ -
MAY											\$ -
JUNE											\$ -
JULY											\$ -
AUGUST											\$ -
SEPTEMBER											\$ -
OCTOBER											\$ -
NOVEMBER											\$ -
DECEMBER											\$ -
TOTAL	\$ 36,682.31	\$ 3,432.21	\$ 943.76	\$ -	\$ -	\$ -	\$ 8,119.40	\$ 1,022.00	\$ 496,850.47	\$ -	\$ 627,825.38

COUNTY ALLOCATIONS/MOE REPORT



CFMS SET OF BOOKS
Period: MAR-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	93,508.57	106,516.43	46.7%
NET COLORADO WORKS MOE:	35,200.00	26,670.76	8,529.24	75.8%
TOTAL COLORADO WORKS:	235,225.00	120,179.33	115,045.67	51.1%
CHILD CARE ALLOCATION:				
CHILD CARE DIRECT/MOE	12,212.00	2,928.35		24.0%
CHILD CARE ADMIN	119,224.00	15,970.76		n/m
TOTAL CHILD CARE:		18,899.11	100,324.89	15.9%
CHILD WELFARE ALLOCATION:				
CHILD WELFARE OOH	0.00	0.00	0.00	n/m
CHILD WELFARE 80/20 ADM	517,068.43	436,641.95	80,426.48	84.4%
CHILD WELFARE CASE SERV	0.00	0.00	0.00	n/m
CHILD WELFARE REL CHILD CARE	0.00	0.00	0.00	n/m
CHILD WELFARE SUBADOPT	0.00	0.00	0.00	n/m
TOTAL CHILD WELFARE 80/20 ALLOCATION	517,068.43	436,641.95	80,426.48	84.4%
CHILD WELFARE 100% ADMINISTRATION	48,364.26	57,752.79	(9,388.53)	119.4%
TOTAL 80/20 & 100% ADMIN	565,432.69	494,394.74	71,037.95	87.4%
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 PRTF - 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	494,394.74	94,331.87	84.0%
TOTAL COUNTY ADMIN:	124,286.73	103,605.54	20,681.19	83.4%
TOTAL HCPF REGULAR ADMIN:	31,487.67	23,458.62	8,029.05	74.5%
TOTAL HCPF ENHANCED ADMIN:	57,968.26	78,555.69	(20,587.43)	135.5%
TOTAL ADULT PROTECTION:	41,553.00	17,938.53	23,614.47	43.2%
TOTAL ADULT PROTECTION CLIENT ASSIST:	2,000.00	322.84	1,677.16	16.1%
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	1,121.22	24,878.78	4.3%
CORE SERVICES ALLOCATION:				
CORE SERVICES MENTAL HEALTH 100%	0.00	10,169.45	10,169.45	n/m
CORE SERVICES ADAD 100%	0.00	2,850.00	2,850.00	n/m
CORE SERVICES SEA	1,672.85	636.25	1,036.60	38.0%
CORE SERVICES OTHER 100%	71,067.95	34,579.55	36,488.40	48.7%
CORE SERVICES 80/20	58,223.07	40,180.30	18,042.77	69.0%
TOTAL CORE SERVICES:	130,963.87	88,415.55	42,548.32	67.5%

DIRECTOR'S UPDATE

Tiffany Ramos presented the CBMS report for the last month. Eligibility received recognition for their timeliness being above the state average of 70%. The Case Worker position is currently in the background and testing phase, so there should be an orange sheet next week. Interviews for the Case-Aid position will be held during the first week in June.

Cory Wall moved to adjourn the Board of Human Services meeting at 11:06 AM, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

The Board of County Commissioners reconvened at 11:06 AM.

COUNTY ATTORNEY

Jeff Cure discussed options for the E911 Authority Board including a simplified version as they are only required to meet once a year or something similar to the EMS Council. He will bring versions of both options to the next meeting. Any changes will need to be noted in the 2022 Reorg. Kelly Alvarez called to share the temporary plan that Tri-State has requested to divert power around their substation while they are working on it. They are working with the landowners. The Board of County Commissioners felt this should be explained by Tri-State; a meeting will be scheduled.

The Board of County Commissioners meeting recessed at 12:05 PM for lunch.

The Board of County Commissioners meeting reconvened at 1:05 PM. Those present were Stan Hitchcock, Cory Wall, Dave Hornung, Todd Holmes, Lynsay Cormack, Paula Weeks, and Susan Corliss.

KCC CATTLE WOMEN – FAIR UPDATES

English Powell called in the report since Lindsey Mills was unable to attend. The Kit Carson County CattleWomen issued \$7,500 Pink Chaps funds in 2020 to county cancer patients. The Pink Chap funds have increased so they hope to increase the funds to \$1,500 per request instead of the \$850 during 2020. Requests from the west end of the county have been very little; advertising and promotion will continue to promote this fund throughout the whole county. The Kit Carson County CattleWomen would like to have the Tough Enough to Wear Pink on Thursday during the rodeo again.

The Board of County Commissioners recessed at 1:15 PM.

BOARD OF PUBLIC HEALTH:

Cory Wall moved to call the Board of Public Health to order at 1:29 PM, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung. Those present were Stan Hitchcock, Cory Wall, Dave Hornung, Dawn James, Lynsay Cormack, Paula Weeks, and Susan Corliss.

KIT CARSON COUNTY EMERGENCY COMMUNICATIONS POD

Dawn James proposed the Kit Carson County Emergency Communications Pod asset move from the oversight of Public Health to the oversight of the Kit Carson County Office of Emergency Management. Further proposal that Ryan Bancroft become a member of the Medical Reserve Corps for Kit Carson County so he can utilize this equipment to its full capacity and the appropriate maintenance of the equipment can be done on a regular basis.

Stan Hitchcock moved to have the Kit Carson County Emergency Communications Pod asset move to oversight of the Kit Carson County Office of Emergency Management, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

PUBLIC HEALTH DIRECTOR – PERSONNEL

Dawn James reported on the interviews for the nursing position and an overdue 6 month evaluation for Josephina Garcia.

ORANGE SHEET – GARCIA

Cory Wall moved to approve the Public Health Raise – Orange Sheet for Josephina Garcia at \$29.36 per hour for 0.1 Nursing, 0.1 CVP, 0.1 Family Planning, 0.6 NFP, and 0.1 COVID Programs as a Full Time Employee with Benefits effective February 1, 2021, seconded by Stan Hitchcock. The motion was carried by unanimous vote by Dave Hornung.

SENIOR DENTAL CONTRACT

Dawn James presented the Public Health Department 60 for the Colorado Dental Health Care Program for Low-Income Seniors (Senior Dental Program) for the program. The qualified grantee shall only use Senior Dental Grant Program funds to provide dental services to adults who are 60 years of age or older, who are economically disadvantaged, who are lawfully present in the state, who do not qualify for Medicaid or the OAP Health and Medical Care Program, and who do not have private dental coverage.

Cory Wall moved to sign Senior Dental Contract for July 1, 2021 through June 30, 2022 with a grant award of \$39,621.00, seconded by Stan Hitchcock. The motion carried by unanimous vote of Dave Hornung.

EPP CONTRACT – Contract #CT 2022*0103 AMENDMENT #3– DIGITAL SIGNATURE

Dawn James presented the Public Health Emergency Preparedness (EPP) Contract for Department 030, this project serves to support public health agencies to upgrade their ability to respond to a range of public health threats, including infectious diseases, natural disasters, and biological, chemical, nuclear and radiological events. The current contract maximum cumulative amount of \$56,206.00 since the beginning of the contract on July 1, 2019.

Cory Wall moved to sign EPP Contract #CT 2022*0103 Amendment #3 for a contract price of \$18,399.00 in Federal Funds effective July 1, 2021 through and including June 30, 2022, seconded by Stan Hitchcock. The motion was carried by unanimous vote by Dave Hornung.

PURCHASE ORDERS

Purchase Order #21-00158

Stan Hitchcock moved to approve the Purchase Order #21-00158 for Public Health PO#3948 to Envision for DU Youth Leadership for Emberly Thew totaling \$500.00, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

Purchase Order #21-00159

Cory Wall moved to approve the Purchase Order #21-00159 for Public Health PO#3949 to American Express / The Montana Institute for 2021 Montana Virtual Summer Institute for Donna Tatkenhorst and Dalene Colglazier totaling \$950.00, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

Purchase Order #21-00161

Stan Hitchcock moved to approve the Purchase Order #21-00161 for Public Health PO#3955 to American Express / Nutrition Education Store for Posters, Handouts, Flipchart, and Banner totaling \$832.40, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung. Funding provided by CHAPS Mini Grant.

Purchase Order #21-00162

Cory Wall moved to approve the Purchase Order #21-00162 for Public Health PO#3956 to The Burlington Record for Binding Community Health Assessment Books totaling \$1,575.00, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung. Funding provided by CHAPS Mini Grant.

Purchase Order #21-00164

Stan Hitchcock moved to approve the Purchase Order #21-00164 for Public Health PO#3960 to American Express / Custom Ink for T-Shirts totaling \$711.00, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung. Funding provided by CTC Grant.

Stan Hitchcock moved to adjourn the Board of Public Health meeting at 1:59 PM, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

The Board of County Commissioners' meeting reconvened at 3:02 PM.

CONSENT AGENDA

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

Stan Hitchcock moved to approve the minutes of May 19, 2021, and to pay \$44,362.81 for Accounts Payable and Payroll in the amount of \$342,393.97, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

CORRESPONDENCE

The Board of County Commissioners received a thank you card from Angela Berry.

CREDIT CARD AGREEMENT – BRIANNA WEISSHAAR

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

TITLE FOR TRADE IN

20121 – Chevy Pickup (Sheriff) 1GCPYFED5MZ162505 Title 004991142

Stan Hitchcock moved to approve the signing of one Kit Carson County title for a vehicle that will be traded into Vince's GM Center towards a future purchase, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

PURCHASE ORDERS

PURCHASE ORDER #21-00160

Cory Wall moved to approve the Purchase Order #21-00160 for the Sheriff Department to Galls, LLC Quote #18184099 for an Armor Vest totaling \$1,466.00, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

PURCHASE ORDER #21-00163

Stan Hitchcock moved to approve the Purchase Order #21-00163 for the Professional Development in the IT Department to Profession Development Academy for Cybersecurity Training totaling \$1,645.00, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

ADMIN FINANCIALS

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

ROCKY MT RODEO CONTRACT

The Board of County Commissioners reviewed the agreement from Rocky Mountain Rodeo contract for bulls, saddle bronc horses, bare back horses, 2 pick-up men and horses, 1 flank man, chute help, roping calves, roping steers, steer wrestling steers, timekeepers, rodeo secretary, and contractor liability insurance for \$1,000,000 with Kit Carson County as additional insured. There may be a negotiation for a fuel surcharge if the price of diesel goes above \$4.00 per gallon.

Cory Wall moved to sign the agreement with Rocky Mountain Rodeo to provide services for the Kit Carson County PRCA Rodeo, July 29, 30, and 31, 2021, for a total of \$17,000.00 as described above with the Board of County Commissioners to provide: announcer, 2 bullfighters, clown act, additional experienced chute help, hay for stock, two motel rooms for contractor, Glenn Southwick, on July 28 and four motel rooms for July 29, 30, and 31, seconded by Stan Hitchcock. The motion was carried by unanimous vote by Dave Hornung.

EMPLOYEE PERFORMANCE REVIEW / NEW FORM

The Board of County Commissioners reviewed the update form for employee performance review.

Cory Wall moved to approve the Employee Performance Review Form as of May 26, 2021, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

21-044

RESOLUTION 21-044 REDISTRICTING AND DRAWING OF TWO RURAL DISTRICTS

Stan Hitchcock moved to adopt resolution 21-044 concerning redistricting and the drawing of two rural districts in Colorado since one quarter of the population resides in rural counties, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

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

David L. Hornung.....	Chairman
Cory Wall	Commissioner
Stan Hitchcock.....	Commissioner
Susan Corliss	County Clerk
Paula Weeks.....	County Administrator

WHEREAS, drawing two rural districts allows the Congressional Redistricting Commission to better meet Constitutional requirements for compact districts with the remaining six congressional districts.

RESOLUTION NO. 21-044

NOW THEREFORE, be it resolved by the Board of County Commissioners of Kit Carson County, Colorado:

- (1) That the Eastern Plains of Colorado is a community of interest that deserves to be made whole within one congressional district;
- (2) That we, the Commissioners of Kit Carson County, encourage the Congressional Redistricting Commission to ensure Colorado's rural population is effectively represented through the creation of two fully rural (or as near as possible) districts.

ADOPTED THIS 26th day of May, 2021 at Burlington, Colorado.

Motion made by Stan Hornung, seconded by
Cory Wall, motion carried.

BOARD OF COUNTY COMMISSIONERS

D L H
David L. Hornung, Chairman

Cory Wall
Cory Wall, Commissioner

Stan Hitchcock
Stan Hitchcock, Commissioner



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

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

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the County at Burlington, this 26th day of May, 2021.

Attest:
Susan Corliss
Susan Corliss, County Clerk



The Board of County Commissioners' meeting adjourned at 3:40 PM.

Submitted by: Susan Corliss, County Clerk and Recorder

D L H
Dave Hornung, Chairman

Attest:

Susan Corliss
Susan Corliss, County Clerk and Recorder



6/2/2021
Date