

**KIT CARSON COUNTY COMMISSIONERS
MINUTES
NOVEMBER 25, 2020**

8:00 AM **WORK SESSION**
9:30 AM **KORENA LAUE – AMBULANCE DIRECTOR – NEW HIRE – *work session***
10:00 AM **TIFFANY RAMOS – DHS DIRECTOR – MERIT CONTRACT**
10:00 AM **MEETING TO CONVENE WITH PLEDGE OF ALLEGIANCE**
 • **REVIEW CONSENT AGENDA ITEMS: PAYABLES, MINUTES, SIDE ITEMS**
11:00 AM **JEFF CURE – COUNTY ATTORNEY**
12:00 PM **MEETING TO ADJOURN WHEN BUSINESS IS COMPLETE**

AGENDA:

- Minutes – November 18, 2020
- Accounts Payable
- Payroll

NEW ITEMS:

- Auditor Engagement Letter
- PSAP Grant RFR – Signature of Chairman
- Support Letter for Republican River Water Conservation District
- Ambulance Service License

PURCHASE ORDERS:

MONTHLY REPORTS:

OLD ITEMS:

PERSONNEL ITEMS:

FYI:

- HUFT – Kansas – RE: email on 11/18 This inventory will stay in our possession
- Commissioners’ email addresses – do you want them on the county web page?

TABLED:

ADDITIONAL ITEMS

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BOARD OF PUBLIC HEALTH:

- Cost Allocation - Signed
- PO#20-00092 GSK PH \$1,310.71 Kinrix Harvix
- PO#20-00093 Pfizer PH \$4,040.06 Prevnar

BOARD OF DEPARTMENT OF HUMAN SERVICES:

The Board of County Commissioners meeting was called to order at 9:28 AM. The Pledge of Allegiance was recited. Those present were Cory Wall, Gary Koop, Dave Hornung, Korena Laue, Paula Weeks, Stan Hitchcock, and Susan Corliss.

AMBULANCE DIRECTOR – NEW HIRE

Korena Laue discussed the new applications for Ambulance Reverses. The orange sheets will be presented by at a later meeting.

AMBULANCE DEPARTMENT OVERTIME

Dave Hornung moved to approve the pay out of overtime and extra vacation hours for Korena Laue, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

The Board of County Commissioners meeting recessed at 10:00 AM.

BOARD OF HUMAN SERVICES:

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

CDHS Certification of Compliance

Tiffany Ramos researched and presented the requirements of the County Merit System required by Volume 22, 2.210 of the Colorado Department of Human Services for certification. The current Step and Grade for payroll and evaluations are completed on all employees including the Director of Human Services meet the criteria.

Dave Hornung moved to sign the Certification of Compliance - Year 2021 for the County Personnel and Merit System with the Colorado Department of Human Services, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

Dave Hornung moved to adjourn the Board of Human Services meeting at 10:44 AM, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

JEFF CURE – COUNTY ATTORNEY

The concerns of a county burial policy were discussed by the Board of County Commissioners, County Attorney Jeff Cure, and Director of Human Services Tiffany Ramos. It was agreed that the General Assistance Fund in DHS will not be used for burials. Tiffany Ramos will create a policy for the uses of the General Assistance Fund to be approved by the board

Jeff talked with Attorney Steve Monks about the agreement for the Bethune Tower. Mr. Monks will be retiring but this item should be resolved before that time.

The Board of County Commissioners meeting reconvened at 11:45 AM.

CONSENT AGENDA

The following items were reviewed by the Board of County Commissioners: Minutes of November 18, 2020, Payroll, Special Payroll, and Accounts Payable.

Dave Hornung moved to approve the minutes of November 18, 2020, and to pay the Accounts Payable in the amount of \$93,949.36, Payroll in the amount of \$ 333,529.51, and Special Payroll in the amount of \$2,317.13, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

CORRESPONDENCE

The Board of County Commissioners received a thank yous from KCC Fair & Rodeo Princess Kaitlyn Tracy and Corliss Construction. A card was received from Vince's GM Center.

AUDITOR ENGAGEMENT LETTER

The Board of County Commissioners reviewed a letter of engagement from Hamblin and Associates, LLC to provide services for the 2020 Audit.

Dave Hornung moved to sign the Letter of Engagement with Hamblin and Associates, LLC to prepare the 2020 Audit including financial statements, single audit, and the cost allocations for \$23,000.00, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

FEDERAL 911 PSAP GRANT RFR – SIGNATURE OF CHAIRMAN

The Board of County Commissioners reviewed the E-911 Grant Agreement Project Completion Form for the purpose to reimburse Kit Carson County for expenses incurred to pay tariffed non-recurring costs for migration to the Kit Carson County Public Safety Answering Points (PSAP) to Emergency Services IP Network as described in CenturyLink Colorado Tariff No. 25.

Gary Koop moved to sign the State of Colorado E-911 Grant Completion Form providing documentation of CPAP funds for a total of \$18,119.61 that was completed on November 18, 2020, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

SUPPORT LETTER FOR REPUBLICAN RIVER WATER CONSERVATION DISTRICT

Gary Koop moved to send a letter of support for the Republican River Water Conservation District (RRWCD) to leverage funds through the United States Department of Agriculture Natural Resource Conservation Service (NRCS) Regional Conservation Partnership Program (RCPP) to provide incentives encouraging water and soil conservation along the South Fork of the Republican River, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

Y-W AMBULANCE LICENSES

Director Bruce Mann submitted the renewal of Ambulance Service License for the Y-W Ambulance Service, Inc. for two ambulances to be used when need in Kit Carson County per the IGA.

Dave Hornung moved to approve certification for Y-W Ambulance Service, Inc. with Certificate #177 for two ambulances identified by #510 and #520 to provide services in Kit Carson County per the MOU dated September 9, 2018, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

The Board of County Commissioners meeting recessed at 11:50 AM.

BOARD OF PUBLIC HEALTH:

Dave Hornung moved to go into the Board of Public Health meeting at 11:50 AM for the purpose of a purchase orders only, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall. Those present were Cory Wall, Dave Hornung, Gary Koop, Paula Weeks, Stan Hitchcock, and Susan Corliss.

PURCHASE ORDERS

Purchase Order #20-0092

Dave Hornung moved to approve the Purchase Order #20-0092 for Public Health to Glaxosmithkline (GSK) PH PO#3836 for Kinrix and Havrix-ped vaccines totaling \$1,310.71, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

Purchase Order #20-0093

Dave Hornung moved to approve the Purchase Order #20-0093 for Public Health to Pfizer PH PO#3837 for Prevnar vaccine totaling \$4,040.06, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

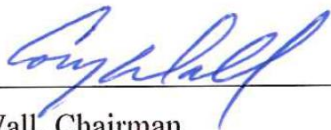
COST ALLOCATION - SIGNED

Dave Hornung moved to approve the signing by Paula Weeks of the corrected Kit Carson County Public Health & Environment Indirect Cost Negotiation Agreement effective at January 1, 2021 through December 31, 2021 for all contract with CDPHE at a rate of 19.68%, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

Dave Hornung moved to adjourn The Board of Public Health at 12:00 PM, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

The Board of County Commissioners meeting adjourned at 12:00 PM.

Submitted by: Susan Corliss, County Clerk and Recorder



Cory Wall, Chairman

12/2/2020
Date

Attest:



Susan Corliss, County Clerk and Recorder

