

**KIT CARSON COUNTY COMMISSIONERS
MINUTES
NOVEMBER 3, 2021**

8:00 AM WORK SESSION
 8:15 AM HEATHER MORRIS – AMBULANCE DIRECTOR - EVALUATION
 9:30 AM VALERIE BOYD – PUBLIC HEALTH DIRECTOR – CTC UPDATES
 9:55 AM COMMISSIONER MEETING TO CONVENE WITH PLEDGE OF ALLEGIANCE
 • REVIEW CONSENT AGENDA ITEMS: PAYABLES, MINUTES, SIDE ITEMS
 10:00 AM SCOTT STINNETT & KAREN DUSATKO – FAIR DETAILS
 10:30 AM COLLIN KOOP – GROUNDS & BUILDINGS – UPDATES
 11:00 AM JEFF CURE – COUNTY ATTORNEY
 12:00 PM LUNCH
 1:00 PM SHAWN FRANZ – DISPATCH DIRECTOR – UPDATES
 1:30 PM DELLA CALHOON – OEM/DEPT UPDATES

AGENDA:

- ❖ Minutes – October 27, 2021
- ❖ Accounts Payable

NEW ITEMS:

- ❖ Letter - Zoning not required
- ❖ Derek Barton Contract
- ❖ Quadient Leasing Postage Machine Contract
- ❖ Eastern Slope Technologies Fiber Agreement
- ❖ Opioid Settlement

PURCHASE ORDERS:

❖ PO#21-00204	VOID				
❖ PO#21-00215	GovConnections	Laptop & Computer	Ambulance - ARPA	\$2,621.94	
❖ PO#21-00216	GovConnections	2 - Laptops	Elections	\$1,948.16	

MONTHLY REPORTS:

- ❖ October VSO Report
- ❖ Assessors October Abatement/Refunds Report
- ❖ CAPP/CWCP – 5 Year Loss Analysis Report

OLD ITEMS:

- ❖ Gary Moore Amusements Contract

PERSONNEL ITEMS:

- ❖ Orange Sheets:
 - Travis Morris - Ambulance Reserve
 - Renee Richards - Ambulance Reserve
 - Stacey Schillig - Ambulance Reserve
 - Lana Mireles - Assessor's Office

FYI:

TABLED:

ADDITIONAL ITEMS:

- ❖ Vector Solutions 3 year Contract - Ambulance

BOARD OF PUBLIC HEALTH

BOARD OF HUMAN SERVICES:

- ❖ Certification Contract with Sonya Pace

The Board of County Commissioners meeting convened at 9:23 AM. The Pledge of Allegiance was recited. Those present were Dave Hornung, Stan Hitchcock, Cory Wall, Valerie Boyd, Lynsay Cormack, and Susan Corliss.

BOARD OF PUBLIC HEALTH

Stan Hitchcock moved to go into the Board of Public Health meeting at 9:23 PM, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung. Those present were Stan Hitchcock, Cory Wall, Dave Hornung, Valerie Boyd, Lynsay Cormack, and Susan Corliss.

COMMUNITIES THAT CARE (CTC) UPDATES

Valerie Boyd has interviewed for the CTC director position and has offered the position to Donna Tatkenhorst; her orange sheet will be presented next week. There will be an opening for a 32-hours per week position in CTC that she would like to begin advertising for. CTC participated in the Old Town Ghost Town, Trunk & Treat, and with events at the Midway Theatre.

Stan Hitchcock moved to adjourn the Board of Public Health meeting at 9:40 AM, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

The Board of County Commissioners continued in work session.

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

FAIR DETAILS – LIVESTOCK SALE

Scott Stinnett and Karen Dusatko explained the current process of the livestock sale payout. They have looked at various options based on concerns from the Fair Board and Livestock Sale Committee. The most efficient and transparent way is to continue with current process. The Board of County Commissioners approved that process of sale checks can be written directly to the youth sellers or buyers that purchase multiple animals can right one check to Kit Carson County and the county will disperse to the youth sellers. The floor price will continue to be refunded to buyers in a check from Kit Carson County within a month following the fair.

GROUND & BUILDINGS – GENERATOR & UPDATES

Collin Koop presented bids and gave an update on the demolition of the goat barn and the old show building. Witzel Construction would agree to help with equipment to tear out the foundations for equal time from the Road & Bridge bulldozer. Collin will be attending the Colorado Fair & Shows conference the rest of the week. He was asked to get contacts for a carnival. Bids were reviewed for electrical work for the fairgrounds RV areas and the new show building as follows:

	RV Electrical	Show Building Electrical
Daniel Electric	\$64,655.00	\$102,095.00
Fox Electric	\$67,391.28	\$ 80,495.68

FAIRGROUNDS ELECTRIC WORK BIDS

Stan Hitchcock moved to accept the electrical bid from Fox Election in the amount of \$80,495.68 for the show building at the fairgrounds, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

Cory Wall moved the accept the RV electrical bids from Daniel Electric in the amount of \$64,655.00, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

COUNTY ATTORNEY

Jeff Cure presented his findings on solar fees in various areas of the State of Colorado.

21-058

A RESOLUTION TO ADOPT REVISED KIT CARSON COUNTY LAND USE CODE

Cory Wall moved to approve Resolution 21-058 to adopt the revised Kit Carson County Land Use Fees replacing Resolution 18-047, second by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

RESOLUTION NO. 21-058

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

At a regular meeting of the Board of County Commissioners for Kit Carson County, Colorado, held at the Courthouse in Burlington on Wednesday the 3rd day of November, 2021, there were present:

David L. Hornung Chairman Susan Corliss County Clerk & Recorder
Stan Hitchcock Commissioner Lynsay Cormack Administrator
Cory Wall Commissioner Jeff Cure Attorney

when the following proceedings, among others, were had and done, to-wit:

A RESOLUTION TO AMEND RESOLUTION 18-047 TO CHANGE THE LAND USE APPLICATION FEES

WHEREAS, the Kit Carson County would like to revise the current Land Use Application Fees;

WHEREAS, the portion of Resolution 21-025 pertaining to the Kit Carson County Land Use Application Fees in Kit Carson County will be replaced as listed below:

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSONERS OF KIT CARSON COUNTY THAT THE FOLLOWING FEES BE USED FOR LAND USE APPLICATIONS EFFECTIVE NOVEMBER 3, 2021:

Description of County Land Use Fees	Fees
Residential	\$50.00
Commercial	\$200.00
Industrial	\$500.00
Divisions of Land (Excluding Cluster Developments)	\$50.00
Cluster Development	\$500.00
Concentrated Animal Feeding Operation	\$150.00
Variance - In Addition to Other Fee	\$200.00
Other	\$50.00
Wind Energy Facility Fees	
Initial Application Fee	1.00/Acre
Minimum Fee	\$5,000.00
Permit Fee	\$1,000.00/MW
Solar Energy Facility Fees	
Initial Application Fee	1.00/Acre
Minimum Fee	\$5,000.00
Over 100 KW to 2 MW	\$1,000.00
Permit Fee -- over 2 MW	\$2,000.00/MW

RESOLUTION NO. 21-058

SIGNED AND EFFECTIVE in Kit Carson County, Colorado this 3rd day of November 2021 at Burlington, Colorado.

Motion made by Cory Wall, Seconded by Stan Hitchcock, motion carried by unanimous vote, Dave Hornung.



BOARD OF COUNTY COMMISSIONERS

David L. Hornung
David L. Hornung, Chairman

Stan Hitchcock
Stan Hitchcock, Commissioner

Cory Wall
Cory Wall, 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 3rd day of November, 2021.

Attest:
Susan Corliss
Susan Corliss, County Clerk



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

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

DISPATCH DIRECTOR – UPDATES

Shawn Franz indicated that he has a plan for the merger of the Cheyenne County Dispatch. The mapping will need to be updated for both counties. The contract with Intrado-Korem HERE is up for renewal, so Cheyenne County can be added at this time easily.

INTRADO – KOREM HERE DATA LICENSING RENEWAL

Cory Wall moved to sign the Intrado Korem HERE Data Licensing for up to five users in the amount of \$8,500.00 for Kit Carson County and Cheyenne County GIS, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

DELLA CALHOON – OEM/DEPT UPDATES

Della Calhoon and Ashley Hernandez reported that the 800 radios that were going to be used in the POD are programmed to only Public Health channels. They are checking on the Northeast Healthcare Coalition grant guidelines before the channels are reprogramed. Ashley is working FEMA training modules. It was determined that the Emergency Manager laptop needs to be replaced with a Windows 10 version. Discussion was held on the office space in the ambulance building. The hail damage on the OEM car has been repaired.

The Board of County Commissioners went into work session at 1:40 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.

Cory Wall moved to approve the October 27th minutes and \$76,304.90 for Accounts Payable, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

CORRESPONDENCE

The Board of County Commissioners received a thank you from Sue Mitchell.

LETTER - ZONING NOT REQUIRED

Stan Hitchcock moved to sign a letter stating that Mick & Merrie David are in compliance with Kit Carson County Land Use Code in selling 1 acre tract of their property E2NE4 23-8-44, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

DEREK BARTON CONTRACT– ANNOUNCER/MUSIC

Cory Wall moved to sign the PRCA Announcer/Music Director contract with Derek J. Barton for the three 2022 Kit Carson County Pro Rodeos – July 28, 29, and 30, for a total of \$2,500.00 with motel room for fair week, equipment and assistance to setup sound, seconded by Stan Hitchcock. The motion was carried by unanimous vote by Dave Hornung.

QUADIENT LEASING POSTAGE MACHINE CONTRACT

Quadient Leasing five year lease agreements for the postage meters in the courthouse and Annex. The courthouse will be leasing the iX-7 Series with a 10 lb. scale and roll tape dispenser. The lease for the annex will be the iX03 Series with 5 lb Integrated Weigh Platform. The lease will be paid on a quarterly basis at \$404.26 per month for a total of \$24,255.60 over the 5 year lease.

Stan Hitchcock moved to sign the Quadient Leasing agreements for the postage meters for Courthouse and Annex to be split between the General, Public Health, and Human Services funds, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

EASTERN SLOPE TECHNOLOGIES FIBER AGREEMENT

Cory Wall moved to sign the Road & Bridge District 3 agreement for the Eastern Slope Technologies Fiber installation at the District 3 shop for future Internet and phone service at no cost, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

OPIOID SETTLEMENT

Stan Hitchcock moved to sign the Opioid Settlement with the State of Colorado, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

VECTOR SOLUTIONS CONTRACT – AMBULANCE

Cory Wall moved to approve a 3 year contract with Vector Solutions for ambulance run documentation, inventory, and billing effective November 30, 2021 through November 30, 2024 in the amount of \$5,967.00, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

PURCHASE ORDERS:

Purchase Order #21-00204 - VOID

Stan Hitchcock moved to void Purchase Order #21-00204, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

Purchase Order #21-00215

Cory Wall moved to approve Purchase Order #21-00215 for the Ambulance Department to GovConnections for a laptop and computer totaling \$2,621.94, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

Purchase Order #21-00216

Stan Hitchcock moved to approve Purchase Order #21-00216 for Elections to GovConnections for two laptops in the amount of \$1,948.16, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

VSO REPORT FOR OCTOBER

The Board of County Commissioners reviewed the VSO October Report. There were 11 telephone calls, 5 appointments, 1 outreach, and a total served of 4 with a total of fewer than 35 hours per week on the report.

Cory Wall moved to approve VSO October Report, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

ASSESSOR REPRORT

Stan Hitchcock moved to accept the Assessor Report for September and October, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

CTSI – 5 YEAR REVIEW CAPP-CWCP REPORT

The Board of County Commissioners reviewed the five year review for CAPP and CWCP claims.

GARRY MOORE CARNIVAL CONTRACT

Stan Hitchcock moved to sign the Garry Moore Carnival Contract for the 2022 Kit Carson County Fair & Pro-Rodeo to be set up Tuesday, July 26th, through and including Saturday, July 30th until 10:00 PM for the amount of \$8,000.00, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

RUN PAY ORANGE SHEETS

Cory Wall moved to approve orange sheet for the New Ambulance Run Pay effective October 13, 2021, for the following individuals: Travis Morris, Renee Richards, and Stacy Schillig, at the First Responder rate of \$1.00 per hour, Transfers at \$80.00, and Other pay Weekend of \$50.00 per 24 hours and Year End Bonus Pay for Reserves Only, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

ORANGE SHEET – MIRELES

Stan Hitchcock moved to approve the Assessor New Orange Sheet for Lana Mireles at \$14.54 per hour for Step .25 and Grade 30 with annual wage of \$30,250.00 as a Non-Exempt Full Time Employee with Benefits effective November 4, 2021, with a trial period ending May 4, 2022, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

The Board of County Commissioners meeting recessed at 2:26 PM.

BOARD OF HUMAN SERVICES

Cory Wall moved to go into the Board of Human Services meeting at 2:27 PM for the purpose of a contract only, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung. Those present were Dave Hornung, Stan Hitchcock, Cory Wall, Lynsay Cormack, and Susan Corliss.

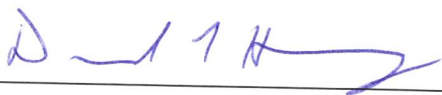
Contract – PACE

Cory Wall moved to sign the DHS employee certification contract with Sonya Pace, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

Cory Wall moved to adjourn the Board of Human Services meeting at 2:28 PM, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

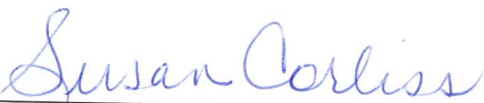
The Board of County Commissioners adjourned at 2:30 PM.

Submitted by: Susan Corliss, County Clerk and Recorder



Dave Hornung, Chairman

Attest:



Susan Corliss, County Clerk and Recorder

11/10/2021

Date

