

**KIT CARSON COUNTY COMMISSIONERS
MINUTES
OCTOBER 14, 2020**

8:00 AM	PRE-DEPARTMENT HEAD MEETING
8:30 AM	DEPARTMENT HEAD MEETING –HOST – GROUNDS & BUILDINGS, COLLIN KOOP
10:00 AM	HHS / CORONER / COUNTY BURIALS
10:30 AM	PUBLIC HEARING FOR 2021 DRAFT BUDGET
11:00 AM	KORENA – NEW EMT
12:00 PM	LUNCH
12:55 PM	MEETING TO CONVENE WITH PLEDGE OF ALLEGIANCE
	• REVIEW CONSENT AGENDA ITEMS: PAYABLES, MINUTES, SIDE ITEMS

AGENDA:

- Minutes – October 7, 2020
- Accounts Payable

NEW ITEMS:

- GOCO Grant
- Grant Award Letters

PURCHASE ORDERS:

MONTHLY REPORTS:

- Treasurer- Public Trustee Report - September
- September CAPP & CWCP

OLD ITEMS:

PERSONNEL ITEMS:

- Sick Donation Request

FYI:

TABLED:

- Master Road Use Agreement – Thumper

ADDITIONAL ITEMS

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BOARD OF PUBLIC HEALTH:

BOARD OF DEPARTMENT OF HUMAN SERVICES:

- Funeral & Burial Policy

The Department Head Meeting was called to order at 8:33 AM in the Ambulance Building meeting room hosted by Grounds & Building, Collin Koop. The Pledge of Allegiance was recited. Those present were Collin Koop, Korena Laue, Della Calhoon, Randy Gorton, Tom Ridnour, Pam Mills, Scott Stinnett, Paula Weeks, Tiffany Ramos, Dawn James, Cory Wall, Dave Hornung, Gary Koop, and Patty Witzel.

DEPARTMENT HEADS MEETING

Korena Laue-Ambulance-Since September the ambulance has been very busy non-stop. Good news have three new people that are ready for shifts this month. This weekend have Football game in Burlington and will have Ambulance there.

Della Calhoon – OEM – Busy, had Northeastern Emergency Management meeting in Holyoke. Concerns with increase of Covid-19 in the region. I have Rapid Tag equipment in my office. Helped with the drive thru flu shots at the fairgrounds. Got third quarter report done. Had round table discussion with job descriptions for dispatchers. Working on other plans for 2021 Emergency Management document.

Randy Gorton-Landfill/Corner – Things going good. Wind on Sunday was not good, still picking up debris. Still waiting on state inspection, no response on when that will be.

Tom Ridnour – Sheriff – Down two employees in the jail and one down in patrol.

Tiffany Ramos-Director of Human Services – Our calls have doubled. Hired one new employee but still need one case aide.

Pam Mills-Treasurer/Public Trustee – Delinquent Tax List for the tax year 2020 has been advertised. We have 30 mobile homes that the sheriff did distrains on. We are 99.57% taxes collected and the tax sale is Nov. 10th at 10:00 am.

Dawn James – Public Health & Environment Director – Have seen spike in Covi-19 in Kit Carson County with currently 28 positive cases. Had scare at Court House, with public had to put out fires dealing with that. The drive thru Flu shots at County Fair Grounds went great with 280 people given their shot in 6 hours. This was a full scale exercise with the flu shots. They are continuing to conduct flu shot drive thru clinics this month throughout the county. Currently, interviewing nurse for a part-time position to offset a staff member with maternity leave.

Scott Stinnett-Extension – Doing good. Got approval for 4-H clubs to meet in person with restrictions. Waiting on enrollment forms from the state, hopefully soon. On Ag side, Ron out with wheat and corn plots. Lots of Nitrate test are being done with lots of high nitrates coming back and then some lower than originally thought. McKayla Stephens working on area programing for late fall and spring.

Paula Weeks – Administration – She’s been working on Draft Budget to have it ready for Commissioners today. Our county auditor would like all to improve on filling out the vouchers with more detail. We can’t just put “Amazon” on the voucher. We need details. If it is for a conference, attach the agenda for the meeting, what city and where did you go or stay. Lyndsey will be asking more questions in the future so have information ready for her. We also need to do more for our inventory process at year end. Offices do not need to count pens, pencils, desks, file cabinets, but we do need to track tools, guns, and computers to put the amounts into the financial statements. When you buy a new tool or gun, put that on the voucher. Computers are tracked by Todd. For grants, there is a disposition process that we need to follow which will apply to Covid-19 supplies inventory. Paula also said that there have been a lot of Cares grants applications and DOLA has been reimbursing quickly.

Patty Witzel – Deputy Clerk and Recorder – Very Busy

Collin Koop – Grounds & Buildings – Received incentive from Black Hills to install 9 furnaces in Annex building and jail in the amount of \$82,000. The county will pay \$36,000 to replace six air conditioners during this project. Black Hills started on Annex yesterday and said be done today. Applying for GOCO grant for new show building at fair grounds this week, will know within a week if we got it. If need something let me know as have been very busy.

Cory Wall – Commissioner District 2 – Normal Fall operations. Stripe down the new black top is really nice and the public has shown appreciation.

Dave Hornung – Commissioner District 3 – Done mowing in District #3, overlay road to Flagler cemetery will be done in near future.

Gary Koop – Commissioner District 1 – All going well.

The Kit Carson County Department Head Meeting adjourned at 9:10 AM.

Next meeting is Tuesday, November 10, 2020, with Human Services Director, Tiffany Ramos, as the host.

DAWN JAMES-ZOOM MEETING-COVID-19 BRIEFING GROUP

Dawn stated that there is 29 cases of Covid-19 reported in Kit Carson County as of today. This is outside the variance, Mitigation being sent to State of Colorado this morning. Discussion was held with other members.

BOARD OF HUMAN SERVICES:

Dave Hornung moved to go into the Board of Human Services meeting at 9:55 AM, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall. Those present were Cory Wall, Dave Hornung, Tiffany Ramos, Randy Gorton, Paula Weeks, and Patty Witzel.

FUNERAL & BURIAL POLICY

Tiffany Ramos presented a policy for county assistance funerals and burials. Tiffany and Randy Gorton went over the Funeral and Burial Agreement with Board of County Commissioners. Tiffany will email to Jeff Cure, county lawyer, before decisions are made.

Dave Hornung moved to adjourn The Board of Human Services at 10:45 AM, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

BOARD OF PUBLIC HEALTH:

Dave Hornung moved to go into the Board of Public Health meeting at 10:45 AM for the purpose of protocol approval and variance, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall. Those present were Cory Wall, Gary Koop, Dave Hornung, Paula Weeks, and Patty Witzel.

KIT CARSON COUNTY PROTOCOL EVENTS

Burlington FFA is hosting an Eastern Colorado Regional Range Judging Contest October 15, 2020 at Community Building with seven schools attending. Dave Hornung moved to approve Special Event for Burlington FFA, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

VARIANCE 7 MITIGATION FRAMEWORK

Dave Hornung moved to sign Variance & Mitigation Framework, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

Dave Hornung moved to adjourn The Board of Human Services at 10:55 AM, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

The Board of County Commissioners meeting reconvened at 10:56 AM

2021 DRAFT BUDGET

The Board of County Commissioners reviewed the 2021 Draft Budget. More discussion will come next week. No Public Hearing.

KORENA – AMBULANCE

Korena Laue stated that Kate Reese is attending Morgan Community College at this time for EMT Classes. Will bring 3 reimbursement sheets in the near future.

CONSENT AGENDA

The following items were reviewed by the Board of County Commissioners: Minutes of October 7, 2020, and Accounts Payable.

Dave Hornung moved to approve the minutes of October 7, 2020, and to pay the Accounts Payable in the amount of \$132,628.66 seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

GOCO GRANT

The Board of County Commissioners reviewed the application for the Kit Carson County Fairgrounds Enhancement Project that is requesting \$400,000 with a 10% county match.

Dave Hornung moved to submit GOCO Grant, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

CVRF APPROVAL LETTERS

Dave Hornung moved to approve payment of CARES funds to George's Quality Body & Paint, Burlington Radiator, First Christian Church of Burlington, and Tanya Estrada, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

PUBLIC TRUSTEE – SEPTEMBER REPORT

The Board of County Commissioners reviewed the September Public Trustee’s Report.

**KIT CARSON COUNTY COLORADO
PUBLIC TRUSTEE FEES PAID TO PUBLIC TRUSTEE**

Month Ending Sept. 30, 2020			
<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	36	\$540.00
Total PT Fees for Sept. 30, 2020			\$540.00

Dave Hornung moved to approve the Public Trustee’s September Financials, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

CAPP & CWCP REPORT FOR SEPTEMBER

Dave Hornung moved to approve September CAPP & CWCP Report as presented, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

SICK DONATION REQUEST

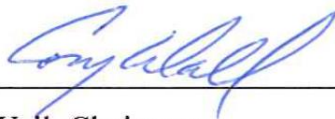
Dave Hornung moved allow an employee to request additional sick bank donations from members per County Policy Guidelines, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

MASTER ROAD USE AGREEMENT – THUMPER

Tabled for three weeks to get equipment here and then look at it.

The Board of County Commissioners meeting adjourned at 12:05 PM.

Submitted by: Patty Witzel, Deputy County Clerk and Recorder



Cory Wall, Chairman

10/21/2020

Date

Attest:



Susan Corliss, County Clerk and Recorder

