KIT CARSON COUNTY COMMISSIONERS MINUTES OCTOBER 20, 2021

8:00 AM	WORK SESSION
9:30 AM	DHS DIRECTOR TIFFANY RAMOS - MONTHLY FINANCIALS
-9:55 AM 9:30 AM	COMMISSIONER MEETING TO CONVENE WITH PLEDGE OF ALLEGIANCE
	 REVIEW CONSENT AGENDA ITEMS: PAYABLES, MINUTES, SIDE ITEMS
10:00 AM	DENISE CURE - COVID & GUIDANCE - work session
10:30 AM	HEATHER MORRIS - AMBULANCE DIRECTOR - INVENTORY SYSTEM - work session
11:00 AM	DARLENE CARPIO - CONGRESSMAN BUCK'S OFFICE - UPDATES
12:00 PM	LUNCH
1:00 PM	CLAUDIA STRAIT / 2022 FUNDING REQUEST - rescheduled to next week
1:30 PM	COLLIN KOOP - GROUNDS & BUILDINGS - TRACTOR PULL & SHOW BARN
2:00 PM	TODD HOLMES – IT – MICROSOFT SOFTWARE

AGENDA:

- Minutes October 13, 2021
- Accounts Payable

NEW ITEMS:

- Planning Commission Subdivision Exemptions / Norbert Pekarek Estate (1-10-44 3 Tracts & Parcel)
- KCC HMP Grant Closeout
- * KCC HMP Grant De-Obligation
- Statement of Work Colorado Dept. of Ag Grant Award

PURCHASE ORDERS:

❖ PO#21-00206Eastern Colorado TechSecurity Camera'sGrounds\$1,735.00❖ PO#21-00207Archive SocialSocial Media RetentionIT\$2,988.00

MONTHLY REPORTS:

September Public Trustee Report

OLD ITEMS:

PERSONNEL ITEMS:

- Orange Sheet:
 - Ambulance Reserves:
 - Charlene Fortmeyer
 - Kody Dixon
 - Anne Templar
 - Katie Rodriguez
- Tawnya Jones Clerk & Recorder

FYI:

TABLED:

- Garry Moore Amusement Contract
- <u>ADDITIONAL ITEMS:</u>
 - September HUTF
 - Kit Carson County Land Use Code Adoption Resolution 21-057
 - RETAC Council Appointments Heather Morris and Stan Hitchcock

BOARD OF PUBLIC HEALTH

BOARD OF HUMAN SERVICES:

- Orange Sheet
 - Devan Stegner Exempt

The Board of County Commissioners meeting convened at 8:48 AM. The Pledge of Allegiance was recited. Those present were Dave Hornung, Stan Hitchcock, Cory Wall, Della Calhoon, Lynsay Cormack, and Susan Corliss.

KCC HMP GRANT CLOSEOUT

Cory Wall moved to notify the Office of Emergency Manager that Project PDMC-PL-08-C0-2018-012 Northeast Colorado Region HMP Update has been completed with \$18,396.31 in local matching funds of the \$73,585.23 total project, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

KCC HMP GRANT DE-OBLIGATION

Stan Hitchcock moved to notify the Office of Emergency Manager that Project PDMC-PL-08-C0-2018-012 Northeast Colorado Region HMP Update requesting \$46,707.77 in de-obligation funding including local obligation of \$11,894.69 to complete the Hazard Mitigation Plan Update, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

SUBDIVISION EXEMPTION - NORBERT PEKAREK ESTATE - 3 TRACTS

The Board of County Commissioners reviewed the Subdivision Exemption for Norbert Pekarek Estate, owner, consisting of Tract A - 11.46 acres, Tract B - 2.75 acres, and Tract C - 5.93 acres in the West Half Section 1, Township 10S, Range 44W. The purpose of this subdivision is to sell the parcels at auction.

Stan Hitchcock moved to approve the Subdivision Exemption for Norbert Pekarek Estate as submitted from the Planning Commission, seconded by Cory Wall. The motion was carried by unanimous vote by Dave Hornung.

SUBDIVISION EXEMPTION - NORBERT PEKAREK ESTATE

The Board of County Commissioners reviewed the Subdivision Exemption for Norbert Pekarek Estate, owner, in the North Half Section 11, Township 10S, Range 44W 17.66 acres. The purpose of this subdivision is to sell the parcels at auction.

Cory Wall moved to approve the Subdivision Exemption for Norbert Pekarek Estate as submitted from the Planning Commission, seconded by Stan Hitchcock. The motion was carried by unanimous vote by Dave Hornung.

The Board of County Commissioners recessed at 9:38 AM.

BOARD OF HUMAN SERVICES

Stan Hitchcock moved to go into the Board of Human Services meeting at 9:39 AM, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung. Those present were Dave Hornung, Stan Hitchcock, Cory Wall, Tiffany Ramos, Lynsay Cormack, and Susan Corliss. There is grant funding available to fund mental help support, which Tiffany would like to apply for.

DHS - UPDATES

Tiffany Ramos gave an update on issues with Early Childhood Council. Concerns about how TANF funds are being used. A training meeting for financials will be done with Robyn, Katie, Tiffany, and Lynsay. Eligibility is currently short staffed will only one tech and one supervisor Tiffany proposed that Child Welfare staff train in one Eligibility program and work it until additional staff is hired and trained.

DHS MONTHLY FINANCIALS

Tiffany Ramos presented the July 2021-2022 County Allocation Review and the CSAT Report for the Department of Human Services. The reports now have a projected amount of spending for the year.

									10-10-	4
EBT PAYMENTS FOR SELF SUFFICIENT PR 2021 EXPENDITURES	OGRAMS WIT	HW THE DEP	ARIMENI			-		,		
	CHILD	CHILD	CHLD WELFARE	C. W. D.	CHE	CODE	CORE	CORE OTHER		

						CHLD					CORE
			CHILD	C	HLD	WELFARE		CHILD		CORE	CTHER
			WELFAR		VELFARE	RELATED	CHLD	WELFARE	CORE	SUBSTANCE	PREVENT
	COLO		CASE		OUT OF	CHILD	WELFARE	RELATIVE	MENTAL	ABUSE	CN
	WORKS/TANE	CHILD CARE			OVE	CARE	SUBADOPT	GUARDIAN	HEALTH	TREATMENT	SERV:CES
JAHUARY	\$9,093,33	\$653,60			510,039,44	3 -	\$1,019,66	\$3,503,62	SE72.50	530.00	\$2,435.45
FEERUARY	\$5,382.32	SE81.20			\$12,416,60	š :	51,318,65	\$3,503.62	\$190.00	\$270.00	\$3,798.90
MARCH	\$6,334.00	\$665,00	Š		\$9,292.24		5320,08	\$3,154.56	\$570.00	\$360.00	\$3,804,85
APRIL	\$7,058,00	\$542.10	Š	. '	35,947,01	\$588.00	5722.6	\$3,503.62	\$815.00	\$30.00	\$1,683.25
MAY	\$7,905,83	\$265.00			\$5,406,30	\$560.00	5985.80	\$3,290.60	\$1,208,75	590.00	\$2,402.75
JUKE	\$5,594,19	\$475,10			\$5,586,51	\$1,779.57	\$1,201,36	\$3,503.62	\$195,00	5210.00	\$2,551,75
JULY	\$6,702,00				\$5,123.18	\$1,268,75		\$3,390.60		50.00	52,379.00
AUGUST	\$5,107.95				\$4,332,15	5949,00	\$1,327.42	\$3,603.52	\$1,307.50	\$0.08	\$1,364.00
SEPTEMBER					3 0		2.44.				
CCTOBER		~	- 1 5								
NOVEYBER											
DECEMBER											
TOTAL	\$54,078,22	\$4,183,10	5		\$58,143,43	" SS, 145.32	\$8,136.62	\$27,463.89	\$5,882,50	\$1,050.00	\$20,959.95

111	5207, 858, 23 5207, 858, 23 5203, 616, 93 5193, 827, 47 5227, 652, 06 5202, 001, 63 5194, 063, 47 S1, 570, 911, 72	0.22 6.93 7.47 11.7[12.06 11.63 13.47
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Applications	CENIS SET OF BOOKS Period: AUG-22 Currency: USD					
TY=063 (Kit Carson)				ACTUALS	PROJECTED	
	ALLOCATION FY BUDGET BALANCES	FY ACTUAL EXPENDITURES	FY FUNDS AVAILABLE	BUDGET VS	(OVER) UNDER SFY CLOSE OUT	
				VARIANCE		
TOTAL COLORADO WORKS ADMIN:	232,421.00	5,446.40	226,974.60	2.3%		
	34,339.00	12,109.95	22,729.05	35,3%		
NET COLORADO WORKS MOE: TOTAL COLORADO WORKS:	266,760.00	17,556.35	249,203.65	6.6%	\$161,421.90	
TOTAL COMPLETE WATER						
HILD CARE ALLOCATION:						
CHILD CARE DIRECTATOE	11,729,00	754.10	10,914.90	6.7%		
CHILD CARE ADMIN	107,476.00	1,3\$6.38 2,170.4\$	106.089.67	2.0%	\$106,132.13	
CHILD CARE ADMIN	119,205.00	2,170.44	117,034.32	2.074	3,00,102.1	
CHILD WELFARE ALLOCATION:						
CHILD WELFARE OOH	0.00		0.00	#DIV/0! 14.5%		
CHILD WELFARE 30/20 ADM	586,118,67	84,856.62	501,252.00 0.00	14.374 g/m		
CHILD WELFARE CASE SERV	0.00		0.00	m'a		
CHILD WELFARE REL C/CARE CHILD WELFARE SUBADOPT	0.00		0.00	a'm		
TOTAL CHILD WELFARE 30/20 ALLOCA	536,118.62	\$4,365.62	301.252.00	14.5%		
CHILD WELFARE 100% ADMINISTRAT	49,087 26	9,964,60	39,122.66	20.3%		
TOTAL 80/20 & 100% ADMIN	635,205.88	94,331.22	540,374.66	14.9%		
101At/ 30/20 & 100 4 ADALES	0,3,503.54	1 00-1-0-				
CHILD WELFARE TRCCF ALLOCATION	0.00	0.00	0.00	0.0%		
CHILD WELFARE CHRP ALLOCATION	9.90	0.00	0.00	0.0%		
CHILD WELFARE PRTF - FFS	24,450.56	0.00	24,450.56	0.0%		
CHILD WELFARE - RTC PRIOR YR	0.00	0,00	0.00	9.0%		
TOTAL CHILD WELFARE:	659.656.44	94,331.22	564,\$25.22	14.4%	590,669.12	
TOTAL COUNTY ADMIN:	126,120,28	20,928.09	105,192.19	16 6%	\$551,74	
TOTAL CHPF REGULAR ADMIN	32,633.16	1,965.00	27,668.16	15.2%		
TOTAL HCPF ENHANCED ADMIN:	60,077.10	15,052.13	45,024.97	25.1%		
	218,830.54	40,945.22	177,885.32	18.7%	(526,540,75)	
TOTAL ADULT PROTECTION:	34,099.59	6,170.93	27,928.66	18.126		
AL ADULT PROTECTION CLIENT ASSIST:	2,000.00	0.00	2,000.00	0.0%		
	36,099.59	6,170.93	29,928.56	17,1%	(\$925.99)	
APS ELDER JUSTICE ACT FUNDS:	10,000,00	0.90	10,000.00	9,056		
TOTAL EMPLOYMENT FIRST:					50.00	
TOTAL LEAP OUTREACH:	994.00	667,30	326.70	67.1%	(\$2,005.55)	
AL LEAP OUTREACH INCENTIVE PILOT:	26,000.00	1,366.03	24,633.97	5.3%		
CORE SERVICES ALLOCATION:						
CORE SERVICES MENTAL HEALTH 100		2,231,25 0,00	(2,231.25) 0.00	n'm n'm		
CORE SERVICES ADAD 100% CORE SERVICES SEA	0.00 1,698.38	0.00	1,698.38	0.9%		
CORE SERVICES OTHER 100%	72.174.04	7,644.30	64,529,74	10.6%		
CORE SERVICES GUARANTE		2,973.70	55,356.14	5,156		
TOTAL CORE SERVICES:	132.702.76	12,849,25	119,853.51	9,7%	\$55,607,26	

ORANGE SHEET - STEGNER

Stan Hitchcock moved to approve the DHS Job Change Orange Sheet for Devon Stegner at \$17.91 per hour for Step .25 and Grade 37 with annual wage of \$37,250.00 as an Exempt Full Time Employee with Benefits effective October 20, 2021, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

Stan Hitchcock moved to adjourn the Board of Human Services meeting at 10:18 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 10:45 AM.

CONGRESSMAN BUCK'S OFFICE - UPDATES

Darlene Carpio shared that Representative Ken Buck was at the border in Yuma, Arizona last week at the request of Representative Biggs. There are millions of dollars of building materials just sitting that the residents would like to see put up to help with the border crossing crisis. Rep. Buck has been helping with exemptions for the vaccination mandate for the military; there are concerns for all businesses and even ones like the USDA FSA committee members that are being excused. He has written letters to President Biden about the rural housing problems besides low income housing and to the EPA about concerns from the Colorado Wheat Growers of the pesticides that are being discontinued after years of studies to have them approved. Rep. Buck conducted a zoom meeting in regards to childcare and was glad that Kit Carson County was represented on the call. Colorado Secretary of Agriculture, Karen Greenburg, is touring Northeastern Colorado this week in Logan, Phillips, Yuma, and Kit Carson County. She will be looking at the Republican River in Kit Carson County. The Board of County Commissioners stated that they would like to see better guidelines for the ARP funds. They are concerned about spending funds on something that may be determined ineligible later and having to repay it.

21-057

A RESOLUTION TO ADOPT REVISED KIT CARSON COUNTY LAND USE CODE

Stan Hitchcock moved to approve Resolution 21-057 to adopt the revised Kit Carson County Land Use Code as approved by the Planning Commission on October 19, 2021, following their public hearing, second by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

RESOLUTION NO. 21-057

STATE OF COLORADO)
COUNTY OF KIT CARSON) ss)

At a regular meeting of the Board of County Commissioners for Kit Carson County, Colorado, held at the Court House in Burlington on Wednesday 13th day of October, 2021, there were present:

David L. Hornung	Chairman
Cory Wall	Commissioner
Stan Hitchcock	
Susan Corliss	County Clerk
Lynsay Cormack	County Administrator

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

A RESOLUTION TO ADOPT THE REVISED KIT CARSON COUNTY LAND USE CODE.

WHEREAS, the Kit Carson County Board of County Commissioners desire to adopt the revise Kit Carson County Land Use Code in an effort to guide Kit Carson County in processing applications; and

WHEREAS, the Kit Carson County Board of County Commissioners wish to exercise its authority to revise land use code following the approval of the Planning Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF KIT CARSON COUNTY, COLORADO ADOPT THE REVISED KIT CARSON COUNTY LAND USE CODE.

DONE THIS 20th day of October, 2021, at Burlington, Colorado.

Motion made by Stan Hitchcock, seconded by Cory Wall, motion carried

BOARD OF COUNTY COMMISSIONERS

David L Hornung, Chairman

Stan Hitchcock, Commissioner

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 20th day of October, 2021.

Attest:

Susan Corliss, County Clerk

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

The Board of County Commissioners returned in work session at 1:05 PM. Those present were Dave Hornung, Stan Hitchcock, Cory Wall, Shawn Franz, Darren Dickey, Lynsay Cormack, and Susan Corliss.

The Board of County Commissioners meeting reconvened at 1:45 PM.

GROUNDS & BUILDINGS - TRACTOR PULL & SHOW BARN

Collin Koop was approached by an individual about hosting a tractor pull for a fee of \$12,000. He has started advertising for a full time employee. Donations for the show barn are being discussed and will have a plan soon be able to recognize donors fairly.

ANNEX GENERATOR BIDS

The Board of County Commissioners reviewed bids for a new generator for the Annex. The specifications on all bids is a 30 kw gen set/ block heater that is with installation.

Hitchcock Inc	\$18,220.00
Fox Electric	\$12,890.75
Daniel Electric	\$16,400.00

Public Health Director Valerie Boyd is in the process of submitting the bids for funding with COVID Public Health month. The bids will reviewed following the report from Public Health Director.

PESTICIDE BIDS

The Board of County Commissioners reviewed bids for the 2022 monthly pesticide treatments and the fairgrounds before the fair. Pest Control would be done in the Courthouse, Jail, Landfill, Extension Office, Health & Human Services, and Ambulance monthly.

	Monthly	Fairgrounds	Annual
AJ Pest Control & Fumigation	\$230	NC	\$2,760
S & S Fumigation and Pest Control	\$285	\$175	\$3,310

^{*}Note if paid annually one free month and two power sprays around outside areas per year at no extra charge

Cory Wall moved to accept the bid from AJ Pest Control & Fumigation, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

SHOW BARN DUCT BIDS

The Board of County Commissioners reviewed bids for the soft fabric duct systems.

Airmax International Inc (2) 36" x 120" \$ 5,080.00 CFM Company (2) 50" x 120" \$23.519.00

Stan Hitchcock moved to accept the bid from AJ Pest Control & Fumigation, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

IT - MICROSOFT SOFTWARE

Todd Holmes explained to the Board of County Commissioners that Microsoft Office 2013 has an end of life next spring. It will be necessary to replace the software or move to the Microsoft 365 platform, their online version. He will be working on the wifi upgrade in the courthouse next week.

The Board of County Commissioners went into work session at 2:35 PM.

The Board of County Commissioners meeting reconvened at 3:17 PM.

CONSENT AGENDA

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

Cory Wall moved to approve the October 13th minutes and \$88,757.34 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 card from the Carousel Quilt Guild for funds to continue the Betsy Ross Project.

STATEMENT OF WORK - COLORADO DEPT. OF AG GRANT AWARD

Collin Koop explained the Statement of Work for the show building that will be receiving grant money from the Department of Agriculture. The project is an attempt to provide financial relief and support County Fairs and other agriculture events whose activities were impacted in the calendar year 2020. This grant does not need to be repaid.

Stan Hitchcock moved to accept the CDA Project Grantee Acceptance for \$66,526.00 in grant funds for the show building at the fairgrounds, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

PURCHASE ORDERS:

Purchase Order #21-00206

Cory Wall moved to approve Purchase Order #21-00206 for Grounds & Buildings to Eastern Colorado Technology for security cameras and installation totaling \$1,735.00, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

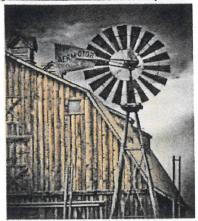
Purchase Order #21-00207

Stan Hitchcock moved to approve Purchase Order #21-00207 for IT to ArchiveSocial for Social Media Archiving Annual Contract for the following departments: Sheriff, County, Ambulance, Public Health, Human Services, Clerk & Recorder/Elections, and Landfill in the amount of \$2,988.00, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

PUBLIC TRUSTEE - SEPTEMBER REPORT

The Board of County Commissioners reviewed the September Public Trustee's Report. Cory Wall moved to approve the Public Trustee's September Financials, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

Kit Carson County-Treasurer/Public Trustee <u>Pamela J. Mills Treasurer/Public Trustee</u>



TO THE HONORABLE BOARD OF COUNTY COMMISSIONERS KIT CARSON COUNTY COLORADO PUBLIC TRUSTEE FEES PAID TO PUBLIC TRUSTEE

Month Ending Sept 30, 2021

PUBLIC TRUSTEE FEES	Fee	Quantity	Total
Foreclosures	\$150.00	1	\$150.00
PT Deeds	\$30.00	0	\$0.00
Withdrawals	\$35.00	C	\$0.00
Admin Withdrawals	\$50.00	C	\$0.00
Intent to Cure	\$35.00	C	\$0.00
Cure of Default	\$35.00) C	\$0.00
Intent to Redeem	\$50.00) C	\$0.00
Redemption	\$30.00) (\$0.00
Releases of Deed of Trust	\$15.00) 21	\$315.00
Total PT Fees for Sept 30,2021			\$465.00

Timela J. Dail	2144
ublic Trustee	Commissioner $ \mathring{v} - 2\mathring{v} - 2 $
ate	Date

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: Charlene Fortmeyer, Kody Dixon, and Anne Templar, at the EMT-Paramedic/RN with ACLS rate of \$1.45 per hour, Transfers at \$175.00, 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.

Stan Hitchcock moved to approve orange sheet for the New Ambulance Run Pay effective October 13, 2021, for Katie Rodriguez at the EMT-Basic IV rate of \$1.28 per hour, Transfers at \$105.00, and Other pay Weekend of \$50.00 per 24 hours and Year End Bonus Pay for Reserves Only, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

ORANGE SHEET – JONES

Cory Wall moved to approve the Clerk & Recorder New Orange Sheet for Tawnya Jones at \$14.67 per hour for Step .50 and Grade 30 with annual wage of \$30,500.00 as a Non-Exempt Full Time Employee with Benefits effective October 21, 2021, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

SEPTEMBER HUTF REPORT

The Board of County Commissioners reviewed the September HUTF reports and money from the State providing the county with a total of \$308,062.57 for the month of September, which is an increase of \$12,340.21 from September of 2020.

RETAC COUNCIL APPOINTMENTS

Cory Wall moved to appoint Heather Morris as EMS Director to the RETAC Council and Stan Hitchcock as our local government representative, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

The Board of County Commissioners adjourned at 3:20 PM.

Submitted by: Susan Corliss, County Clerk and Recorder

Dave Hornung, Chairman

Attest:

Susan Corliss, County Clerk and Recorder

10/27/2021

Date