

**KIT CARSON COUNTY COMMISSIONERS
MINUTES
OCTOBER 7, 2020**

8:00 AM WORK SESSION
9:30 AM DAWN JAMES – DIRECTOR OF PUBLIC HEALTH - CONTRACT
10:00 AM ABBEY MULLIS – ABSTRACT OF ASSESSMENTS
10:30 AM KORENA – NEW EMT
11:00 AM COLLIN KOOP – GROUNDS & BUILDINGS – AIR CONDITIONERS, ADD-ON INFA-RED DEVICE
12:00 PM LUNCH
12:55 PM MEETING TO CONVENE WITH PLEDGE OF ALLEGIANCE
• REVIEW CONSENT AGENDA ITEMS: PAYABLES, MINUTES, SIDE ITEMS
1:00 PM DELLA CALHOON – EMERGENCY MANAGER – EMPG PART 1, 3RD QTR REPORT

AGENDA:

- Minutes – September 30, 2020
- Accounts Payable

NEW ITEMS:

- Special Transportation Permit / DVS Road Transport
- CCI Appointment
- Grant Award Letters
- ~~PSAP Agreement~~ Public Health
- CTSI Mid-Year Loss Review

PURCHASE ORDERS:

• PO#20-00077	Quill	OEM	\$ 665.99	file drawer cabinet
• PO#20-00078	Plains Heating	Grounds	\$36,312.00	Air Conditioning Units
• PO#20-00079	DiaMedical	OEM	\$ 986.00	PPE

MONTHLY REPORTS:

- Clerk's September Reports
 - Clerk's Report with Warrants – Driver License, Motor Vehicle & Marriage License
 - ERTF Report & Transfer
- Sept VSO Report
- Treasurer's September Report

OLD ITEMS:

PERSONNEL ITEMS:

FYI:

TABLED:

- RRWCD New Appointee
- Master Road Use Agreement – Thumper
- Letter of Release for Xcel

ADDITIONAL ITEMS

BOARD OF PUBLIC HEALTH:

- Cardiovascular Disease Prevention Contract
- PSAP Contract Amendment #1

BOARD OF DEPARTMENT OF HUMAN SERVICES:

The Board of County Commissioners meeting was called to order at 9:30 AM. The Pledge of Allegiance was recited. Those present were Cory Wall, Gary Koop, Dave Hornung, Dawn James, Paula Weeks, Stan Hitchcock, and Patty Witzel.

BOARD OF PUBLIC HEALTH

Dave Hornung moved to go into the Board of Public Health meeting at 9:30 AM, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

CARDIOVASCULAR DISEASE PREVENTION CONTRACT

Dawn James presented the Public Health Department 061 Cardiovascular Disease Prevention Contract Amendment #2. The purpose is to address cardiovascular disease with the next phase of the project.

Gary Koop moved to sign Chronic Disease Contract # 2019*3480 Amendment #2 effective September 30, 2020 through June 29, 2021 with an additional contract amount of \$24,000.00 of Federal Funds and effective June 30, 2021 through September 29, 2021 with an additional contract amount of \$7,250.00 of Federal Funds for a total contract funding of \$81,088.00, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

PSAP CONTRACT – AMENDMENT #1

Dawn James presented the Public Health Department 085 PSAP Contract Amendment #1. The purpose is to address cardiovascular disease.

Gary Koop moved to sign PSAP Contract Agreement # CTGGA SGAA 2020 2542 Amendment #1 effective upon signing through March 31, 2022 with an additional contract amount of \$10,871.77 of Federal Funds and CPAP amount of \$7,247.84 for a total additional contract amount of \$18,119.61 of Federal Funds for a total contract funding of \$18,119.61, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

MITIGATION PLAN

Dawn James went over the proposed Mitigation Plan.

Dave Hornung moved to adjourn the Board of Public Health at 10:00 AM, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

The Board of County Commissioners meeting reconvened at 10:01 AM.

ABSTRACT OF ASSESSMENTS

Brandy Beierle, Assessor Clerk, presented Abstract of Assessments for Board of County Commissioners for signatures then sent to State of Colorado.

KORENA – NEW EMT

Ambulance call put on agenda for next week.

GROUND & BUILDINGS – AIR CONDITIONERS, ADD-ON INFA-RED DEVICE

Colin Koop and Ruben Rodriguez presented proposal from Plains Heating and Air Conditioning to replace six existing R22 air conditioning system with six Lennox Model 16ACX060, 5 ton, 16 SEER, R410A refrigerant, condensing unit with matching coils installed complete, total \$36,312.00

Dave Hornung moved to accept proposal from Plains Heating and Air Conditioning for total \$36,312.00, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

Colin presented 2 bids from Aeschliman Construction (\$3,920.00) and Goodnow Construction LLC (\$3,605.00) to pour concrete slab 14'x35'x4" on North side of courthouse, west of sidewalk to chain-link fenced area.

Dave Hornung moved to accept bid from Goodnow Construction LLC to pour concrete slab, remove sod and dirt, install rebar, forming and pouring concrete slab, seconded by Gary Koop. Motion carried by unanimous vote by Cory Wall.

Colin presented specks on replacing fire alarms when time arises.

Colin and Reuben went over what they have put together with help from Chris on GOCO Grant for show barn at the fairgrounds. They have gotten two bids, one from Hitchcock Inc and the other Witzel Construction. Board of County Commissioners gave the go ahead to get the needed information ready to send in for the grant.

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 Cory Wall, Gary Koop, Dave Hornung, Della Calhoon, Stan Hitchcock, Paula Weeks, and Patty Witzel.

EMERGENCY MANAGER – EMPG-LEMS

The Board of County Commissioners reviewed EMPG-LEMS Part 1 Report presented by Della Calhoon.

Dave Hornung moved to sign 2020 3rd Quarter EMPG-LEMS Grant Activities July through September Work Plan, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

Della presented a Maintenance Agreement Contract # 8043-20, Software Maintenance Agreement for \$500.00 between Kit Carson County OEM and SalamanderLIVE Subscription Rapid Tag. Contract start date is October 1, 2020 and end date September 20, 2021.

Dave Hornung moved to approve Maintenance Agreement, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

CONSENT AGENDA

The following items were reviewed by the Board of County Commissioners: Minutes of September 30, 2020, and Accounts Payable.

Dave Hornung moved to approve the minutes of September 30, 2020, and to pay the Accounts Payable in the amount of \$161,182.28, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

SPECIAL TRANSPORTATION PERMIT / HENDERSON HEAVY HAUL

No Special Transport Permits are needed as Crossing Trails Wind Power Project LLC has a Road Use Agreement with Kit Carson County signed March 4, 2020.

CCI APPOINTMENT

No one was available for October 9, 2020 meeting.

CVRF APPROVAL LETTERS

Dave Hornung moved to approve payment of CARES funds to Nose 2 Toes Grooming, Preventive Family Dental, PC, Carter's Detail, Nic's Nac's, and Joshua McKenzie Craftsman, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

CTSI MID-YEAR LOSS REVIEW

The CTSI packet for the mid-year Kit Carson County report for 2020 CAPP and CWCP claims.

PURCHASE ORDERS:

PURCHASE ORDER #20-00077

Dave Hornung moved to approve the Purchase Order #20-00077 for OEM to Quill for 4 drawer lateral file cabinet for a total of \$665.99, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

PURCHASE ORDER #20-00078

Dave Hornung moved to approve the Purchase Order #20-00078 for Grounds & Buildings to Plains Heating and Air Conditioning for six replacement air conditioner units for a total of \$36,312.00, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

PURCHASE ORDER #20-00079

Gary Koop moved to approve the Purchase Order #20-00079 for the OEM to DiaMedical USA Quote #92201 for Exam Gloves - PPE total due of \$986.00, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

CLERK’S SEPTEMBER FINANCIALS

The following report was submitted by the Clerk and Recorder’s Office, including a list of warrants that need approved by the Board of County Commissioners for the month of **September 2020** report for the County Clerk’s office:

KIT CARSON COUNTY COMMISSIONERS REPORT				
SEPTEMBER	To General COUNTY	To Towns STATE	Warrants STATE	TOTAL
BURLINGTON CITY SALES TAX		\$ 10,614.70		\$ 10,614.70
CERTIFICATES OF TITLE	\$ 1,024.00		\$ 819.20	\$ 1,843.20
MISC ELECTIONS				\$ -
CONFIDENTIAL MV/DL/VT				\$ -
ERTF \$2 ST FEE		\$ 370.00		\$ 370.00
ESCROW DEPOSIT	\$ 461.25			\$ 461.25
DRIVERS LICENSE	\$ 1,596.00		\$ 2,294.56	\$ 3,890.56
DUP'S (REG & TITLE)	\$ 82.00		\$ 20.40	\$ 102.40
E-RECORDING SURCHARGE	\$ 185.00			\$ 185.00
COUNTY REVENUE (SHORT CHECKS)	\$ -			\$ -
IRP				\$ -
MARRIAGE LICENSE	\$ 63.00	\$ 207.00		\$ 270.00
MISCELLANEOUS	\$ 1,691.81			\$ 1,691.81
MOTOR VEHICLE AUTO TAX	630.50	\$ 91,138.09		\$ 91,768.59
MV LICENSE FEE/PERMITS	\$ 4,655.04		\$ 89,577.98	\$ 94,233.02
RECEPTION MOTOR VEHICLE	\$ 1,056.50			\$ 1,056.50
ROAD \$1.50 / \$2.50 FEES		\$ 4,072.90		\$ 4,072.90
SB03-103 PD/SAFETY	\$ 47.94			\$ 47.94
SB09-108 LATE FEES	\$ 990.00			\$ 990.00
SEIBERT SALES TAX		\$ 125.67		\$ 125.67
SMALL BALANCE ADJUSTMENT	\$ 1.00			\$ 1.00
STATE DOCUMENTARY FEE	\$ 208.99			\$ 208.99
STATE SALES TAX			\$ 16,806.27	\$ 16,806.27
STRATTON SALES TAX		\$ 19.34		\$ 19.34
RECEPTION RECORDING	\$ 3,886.00			\$ 3,886.00
VENDOR FEES	\$ 949.61			\$ 949.61
OVERPAYMENTS	\$ 0.30			\$ 0.30
REFUNDS	\$ 505.88			\$ 505.88
GRAND TOTAL	\$ 18,034.82	\$ 106,547.70	\$ 109,518.41	\$ 234,100.93
		\$ 216,066.11		

Dave Hornung moved to approve the Clerk’s September Report as presented and pay the following list of Electronic Funds Transfers and Warrants for the month of **September 2020** for the County Clerk’s office, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

Warrants written in OCTOBER for SEPTEMBER		
\$ 90,417.58	Colo Dept of Rev MV/LIC - ELT PMT	
\$ 16,806.27	Colo Dept of Rev Sales Tax - ELT PMT	
\$ 10,614.70	City of Burlington Sales Tax	
\$ 19.34	Town of Stratton Sales Tax	
\$ 125.67	Town of Seibert Sales Tax	
\$ 36.00	State Treasurer - M/L \$3.00	
\$ 240.00	Colo Dept of Health - M/L \$20.00	
\$ 2,294.56	State Treasurer - Dr Lic - ELT PMT	
\$ 370.00	ERTF \$2 ST FEE - Transferred out of EBT Payment	
\$ 120,924.12		
\$ 95,141.99	Difference Collected VS Paid Out	
\$ 95,210.99	SOT & R/B Fee Paid Out By Treasurer	
\$ (69.00)		
\$ 24.00	8 LICENSE FOR AUG PD IN SEPT	
\$ 160.00	8 LICENSE FOR AUG PD IN SEPT	
\$ (15.00)	WAITING ON 5 SEPT	
\$ (100.00)	WAITING ON 5 SEPT	
\$ 69.00		

CLERK'S ELECTRONIC RECORDING TECHNOLOGY FUNDS REPORT

The following report was submitted by the Clerk and Recorder's Office for Recording, including the Electronic Recording Technology Funds Report to be approved by the Board of County Commissioners for the month of September 2020 from the County Clerk & Recorder's office:

Amounts for Documents Recorded / Total Business					
KIT CARSON COUNTY COMMISSIONERS REPORT - ELECTRONIC FUNDS TRANSFER					
20-Sep					
	In Person less				
	IRS	eRecording	IRS	Total	Escrow/Adjust
Copies In Person & Escrow (PH)	\$ 393.25			\$ 393.25	
Online Credit Card Copies	\$			\$	
Documentary Fee (DF)	\$ 208.99			\$ 208.99	
ERT Funds (ES)	\$ 238.00	\$ 130.00	\$ -	\$ 368.00	
Escrow Deposits (EP)	\$ 446.25			\$ 446.25	
Marriage Application (ML)	\$ 270.00			\$ 270.00	
Online - Monthly Subscription				\$	
Recording Fees (RC)	\$ 2,622.00	\$ 1,270.00	\$ -	\$ 3,892.00	
Recording Surcharge (EC)	\$ 119.00	\$ 65.00	\$ -	\$ 184.00	
Totals	\$ 4,297.49	\$ 1,465.00	\$ -	\$ 5,762.49	\$ -
ERT FUNDS RECORDED FOR THE CURRENT MONTH					\$ 368.00
LESS ERT FUNDS NOT COLLECTED FOR THE CURRENT MONTH (Outstanding ES \$\$ from recording reports)					\$ (34.00)
PLUS PREVIOUS MONTH ERT FUNDS RECEIVED IN CURRENT MONTH (From recording copies of checks and reports)					\$ 36.00
CURRENT MONTH ERT FUNDS	Drives Report	\$ 370.00		\$ 370.00	
CURRENT MONTH ERT FUNDS	Escrow Pmt	\$ -		\$ -	
Transfer out of 2019.190.0502 Into Frontier Bank					\$ 370.00
EBT Payment to State Treasurer out of Frontier Bank					\$ 370.00
					KITCARSON-AUGUST-2020-ERTB Transfer

Dave Hornung moved to approve the Clerk's September ERTF Report as presented that will be transfer and pay \$370.00 via ACH to the State Treasurer, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

TREASURER – SEPTEMBER REPORT

The Board of County Commissioners reviewed the September Treasurer's Report from County Treasurer Pam Mills.

MONTHLY REPORT OF ACTIVITY IN THE VARIOUS COUNTY FUNDS

MONTH ENDING Sept. 30, 2020

FUND	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	ENDING BALANCE
County General	\$5,556,829.29	\$394,027.58	(\$560,406.09)	\$5,390,450.78
KCC Public Health Agency	(\$86,754.10)	\$222,489.74	(\$470,648.44)	(\$334,912.80)
Contingent	\$376,999.54	\$0.00	\$0.00	\$376,999.54
Road and Bridge	\$2,430,552.20	\$336,921.33	(\$333,338.15)	\$2,434,135.38
Ambulance	(\$272,790.84)	\$17,097.39	(\$30,363.44)	(\$286,056.89)
Social Services	\$74,731.14	\$63,757.80	(\$114,990.79)	\$23,498.15
Capital Expenditures	\$4,286.68	\$0.27	\$0.00	\$4,286.95
Conservation Trust	\$11,814.40	\$6,035.24	(\$2,541.00)	\$15,308.64
Solid Waste	\$715,577.10	\$35,702.93	(\$35,315.36)	\$715,964.67
E-911	\$52,668.10	\$6,940.71	(\$6,277.46)	\$53,331.35

Dave Hornung moved to approve the Treasurer's September Financials Report, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

VSO REPORT

The VSO September Report was presented to the Board of County Commissioners to be reviewed. There were 12 telephone calls, 4 office visit, 1 Community Event, 4 Correspondence Received, and 3 Correspondence Written with a total of \$1,075.00 in salary on the report.

Dave Hornung moved to approve VSO August Report, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

REPUBLICAN RIVER WATER CONSERVATION DISTRICT NEW APPOINTEE

Dave Hornung moved to approve appointment of Steve Kramer to serve on the Board of Directors of the Republican River Water Conservation District for a three year term that will expire on the date of the regular quarterly meeting to be held the Third Thursday of November 2023, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

MASTER ROAD USE AGREEMENT – THUMPER

Cory took letter with him to be signed and bring back for next week's meeting.

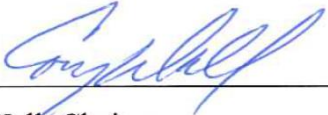
LETTER OF RELEASE FOR XCEL

Gary Koop moved to release Liberty Mutual Insurance Company pursuant to the Right of Way Bond dated June 20, 2019 and recorded under Reception No. 578799 between Public Service Company of Colorado, Liberty Mutual Insurance Company and Kit Carson County, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

The Board of County Commissioners recessed at 2:00 PM.

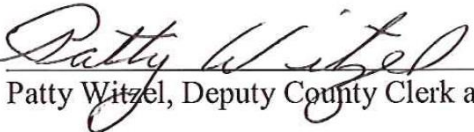
The Board of County Commissioners meeting adjourned at 2:00 PM.

Submitted by: Patty Witzel, Deputy County Clerk and Recorder



Cory Wall, Chairman

10/14/2020
Date

Attest:


Patty Witzel, Deputy County Clerk and Recorder

