

**KIT CARSON COUNTY COMMISSIONERS
MINUTES
SEPTEMBER 15, 2021**

8:00 AM WORK SESSION
9:30 AM TIFFANY RAMOS – DHS DIRECTOR – 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 LYMAN HAMBLIN – HAMBLIN & ASSOCIATES – AUDIT PRESENTATION
11:00 AM JEFF CURE – COUNTY ATTORNEY
12:00 PM LUNCH
1:00 PM COLLIN KOOP GROUNDS / STATE OF THE COUNTY
1:30 PM JIM KEEHNE/CITY OF BURLINGTON – SHAWN FRANZ/DISPATCH DIRECTOR–DISPATCH AGREEMENT
2:00 PM ABBEY MULLIS – ASSESSOR 2022 DRAFT BUDGET
2:30 PM DELLA CALHOON / OEM

AGENDA:

- ❖ Minutes –September 15, 2021
- ❖ Accounts Payable

NEW ITEMS:

PURCHASE ORDERS:

- ❖ PO# 21-00198 – **VOID** Complete Wireless SO – Wireless Systems – \$68,076.09

MONTHLY REPORTS:

- ❖ CAPP & CWCP Monthly Report

OLD ITEMS:

- ❖ MOU with the hospital

PERSONNEL ITEMS:

- ❖ Orange Sheet
 - Rebekah Braschler - Ambulance

FYI:

TABLED:

- ❖ Garry Moore Amusement Contract

ADDITIONAL ITEMS:

❖

BOARD OF PUBLIC HEALTH

- ❖ Indirect Cost Negotiation Agreement

BOARD OF HUMAN SERVICES:

- ❖ Orange Sheet
 - Robin Konecne

The Board of County Commissioners meeting was called to order at 9:30 AM. The Pledge of Allegiance was recited. Those present were Stan Hitchcock, Cory Wall, Dave Hornung, Tiffany Ramos, Melissa Ross, Lysay Cormack, and Susan Corliss.

BOARD OF HUMAN SERVICES

Stan Hitchcock moved to go into the Board of Human Services meeting at 9:31 AM, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung. Those present were Stan Hitchcock, Cory Wall, Dave Hornung, Tiffany Ramos, Melissa Ross, Lysay Cormack, and Susan Corliss.

DHS MONTHLY FINANCIALS

Melissa Ross presented the July 2021-2022 County Allocation Review and Tiffany Ramos presented CSAT Report for the Department of Human Services. The detailed reports were reviewed showing the budget amounts in most programs have a slight increase and Adult Protection went down.

COUNTY ALLOCATIONS/MOE REPORT



CFMS SET OF BOOKS
Period: JUL-22 Currency: USD

CTY=063 (Kit Carson)

	<i>ALLOCATION FY BUDGET BALANCES</i>	<i>FY ACTUAL EXPENDITURES</i>	<i>FY FUNDS AVAILABLE</i>	<i>ALLOCATION VS FY EXPEND. VARIANCE</i>
TOTAL COLORADO WORKS ADMIN:	232,421.00	6,702.00	225,719.00	2.9%
NET COLORADO WORKS MOE:	<u>34,339.00</u>	<u>2,207.98</u>	<u>32,131.02</u>	6.4%
TOTAL COLORADO WORKS:		8,909.98	223,511.02	#DIV/0!
CHILD CARE ALLOCATION:				
CHILD CARE DIRECT/MOE	11,729.00	497.10		4.2%
CHILD CARE ADMIN	<u>107,476.00</u>	<u>1,116.74</u>		n/m
TOTAL CHILD CARE:		1,613.84	105,862.16	1.5%
CHILD WELFARE ALLOCATION:				
CHILD WELFARE OOH	0.00	3,743.32		n/m
CHILD WELFARE 80/20 ADM	586,118.62	46,969.94	534,067.79	8.0%
CHILD WELFARE CASE SERV	0.00	0.00		n/m
CHILD WELFARE REL CHILD CARE	0.00	1,337.57		n/m
CHILD WELFARE SUBADOPT	0.00	0.00		n/m
TOTAL CHILD WELFARE 80/20 ALLOCATION	<u>586,118.62</u>	<u>52,050.83</u>	<u>534,067.79</u>	8.9%
CHILD WELFARE 100% ADMINISTRATION	49,087.26	4,486.28	44,600.98	9.1%
TOTAL 80/20 & 100% ADMIN	<u>635,205.88</u>	<u>56,537.11</u>	<u>578,668.77</u>	8.9%
CHILD WELFARE TRCCF ALLOCATION	0.00	0.00	0.00	0.0%
CHILD WELFARE CHRP ALLOCATION	0.00	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	0.0%
TOTAL CHILD WELFARE:	<u>659,656.44</u>	<u>56,537.11</u>	<u>603,119.33</u>	8.6%
TOTAL COUNTY ADMIN:	126,120.28	11,150.51	114,969.77	8.8%
TOTAL HCPF REGULAR ADMIN:	32,633.16	2,574.45	30,058.71	7.9%
TOTAL HCPF ENHANCED ADMIN:	60,077.10	7,337.73	52,739.37	12.2%
TOTAL ADULT PROTECTION:	34,099.59	3,177.74	30,921.85	9.3%
TOTAL ADULT PROTECTION CLIENT ASSIST:	2,000.00	0.00	2,000.00	0.0%
TOTAL EMPLOYEMENT FIRST:	0.00	0.00	0.00	#DIV/0!
TOTAL LEAP OUTREACH:	994.00	667.30	326.70	67.1%
TOTAL LEAP OUTREACH INCENTIVE PILOT:	<u>26,000.00</u>	<u>1,366.03</u>	<u>24,633.97</u>	5.3%
CORE SERVICES ALLOCATION:				
CORE SERVICES MENTAL HEALTH 100%	0.00	923.75	(923.75)	n/m
CORE SERVICES ADAD 100%	0.00	4,165.45	(4,165.45)	n/m
CORE SERVICES SEA	1,698.88	0.00	1,698.88	0.0%
CORE SERVICES OTHER 100%	72,174.04	5,089.20	67,084.84	7.1%
CORE SERVICES 80/20	<u>58,829.84</u>	<u>1,235.21</u>	<u>57,594.63</u>	2.1%
TOTAL CORE SERVICES:	<u>132,702.76</u>	<u>6,324.41</u>	<u>126,378.35</u>	4.8%

**EBT PAYMENTS FOR SELF SUFFICIENT PROGRAMS WITHIN THE DEPARTMENT
2021 EXPENDITURES**

	COLO WORKS/TANF	CHILD CARE	CHILD WELFARE CASE SERVICES	CHILD WELFARE OUT OF HOME	CHILD WELFARE RELATED CHILD CARE	CHILD WELFARE SUBADOPT	CHILD WELFARE RELATIVE GUARDIAN	CORE MENTAL HEALTH	CORE SUBSTANCE ABUSE TREATMENT	CORE OTHER PREVENTION SERVICES
JANUARY	\$ 9,093.33	\$ 659.60	\$ -	\$ 10,039.44	\$ -	\$ 1,018.66	\$ 3,503.62	\$ 672.50	\$ 90.00	\$ 2,435.45
FEBRUARY	\$ 5,982.92	\$ 681.20	\$ -	\$ 12,416.60	\$ -	\$ 1,018.66	\$ 3,503.62	\$ 190.00	\$ 270.00	\$ 3,796.90
MARCH	\$ 6,334.00	\$ 655.00	\$ -	\$ 9,292.24	\$ -	\$ 920.08	\$ 3,164.56	\$ 570.00	\$ 360.00	\$ 3,604.85
APRIL	\$ 7,058.00	\$ 642.10	\$ -	\$ 5,947.01	\$ 588.00	\$ 722.61	\$ 3,503.62	\$ 815.00	\$ 30.00	\$ 1,683.25
MAY	\$ 7,905.83	\$ 286.00	\$ -	\$ 5,406.30	\$ 560.00	\$ 985.80	\$ 3,390.60	\$ 1,208.75	\$ 90.00	\$ 2,402.75
JUNE	\$ 5,594.19	\$ 475.10	\$ -	\$ 5,586.51	\$ 1,779.57	\$ 1,201.36	\$ 3,503.62	\$ 195.00	\$ 210.00	\$ 2,551.75
JULY	\$ 6,702.00	\$ 497.10	\$ -	\$ 5,123.18	\$ 1,268.75	\$ 1,242.03	\$ 3,390.60	\$ 923.75	\$ -	\$ 2,379.00
AUGUST										
SEPTEMBER										
OCTOBER										
NOVEMBER										
DECEMBER										
TOTAL	\$ 48,670.27	\$ 3,896.10	\$ -	\$ 53,811.28	\$ 4,196.32	\$ 7,109.20	\$ 23,960.24	\$ 4,575.00	\$ 1,050.00	\$ 19,055.95

	LEAP	STATE AND BURIAL	STATE AND BURIAL	AND SSI HOME CARE	SSI HOME CARE	OAP BURIAL	OAP A	OAP B	FOOD STAMPS	STATE DIVERSION	TOTAL
JANUARY	\$ 8,697.27	\$ 1,612.89	\$ -	\$ -	\$ -	\$ -	\$ 2,722.00	\$ 870.00	\$ 161,443.47	\$ -	\$ 202,858.23
FEBRUARY	\$ 22,927.88	\$ 1,120.66	\$ 943.76	\$ -	\$ -	\$ -	\$ 2,760.00	\$ 76.00	\$ 165,350.02	\$ -	\$ 221,050.22
MARCH	\$ 5,057.16	\$ 698.66	\$ -	\$ -	\$ -	\$ -	\$ 2,637.40	\$ 76.00	\$ 170,046.96	\$ -	\$ 203,616.93
APRIL	\$ 2,071.09	\$ 698.45	\$ -	\$ -	\$ -	\$ -	\$ 2,704.30	\$ 114.00	\$ 173,250.04	\$ -	\$ 199,827.47
MAY	\$ 1,891.28	\$ 479.94	\$ -	\$ -	\$ -	\$ 1,430.00	\$ 2,721.70	\$ 114.00	\$ 198,958.76	\$ -	\$ 227,831.71
JUNE	\$ 27,400.00	\$ 1,006.71	\$ -	\$ -	\$ -	\$ -	\$ 5,762.74	\$ 1,830.04	\$ 170,565.47	\$ -	\$ 227,662.06
JULY	\$ -	\$ 481.66	\$ -	\$ -	\$ -	\$ -	\$ 3,452.00	\$ 1,861.20	\$ 174,680.36	\$ -	\$ 202,001.63
AUGUST											\$ -
SEPTEMBER											\$ -
OCTOBER											\$ -
NOVEMBER											\$ -
DECEMBER											\$ -
TOTAL	\$ 68,044.68	\$ 6,098.97	\$ 943.76	\$ -	\$ -	\$ 1,430.00	\$ 22,760.14	\$ 4,941.24	\$ 1,214,305.10	\$ -	\$ 1,484,848.25

DIRECTOR'S UPDATE

Tiffany Ramos presented the CBMS report for the last month. Yuma County will be covering Long Term Care until a staff member is trained. There are three interviews scheduled for the Long Term Care. The financial bookkeeper will be starting October 4th with several financial trainings that month. Additional support and mentoring is still being looked into.

ORANGE SHEET – KONECNE

Cory Wall moved to approve the Human Services New Hire Orange Sheet for Robin Konecne at \$18.03 per hour for Step .50 and Grade 37 with annual wage of \$37,500.00 as a Non-Exempt Full Time Employee with Partial Benefits effective October 4, 2021, with a trial period ending April 4, 2022, 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 9:56 AM, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

The Board of County Commissioners meeting reconvened at 9:57 AM.

HAMBLIN & ASSOCIATES – AUDIT PRESENTATION

Lyman Hamblin called in to present the audit. He covered the table of contents; noting that the auditor’s opinion begins on page 55. He addressed the over-expenditures to the budget; Colorado Budget Law states that there should be a budget amendment instead of over-expenditures of any fund balance. This can be done throughout the year or addressing all that appear in mid-December to make the budgets whole. Transfers have been made from the General Fund to Public Health and the Ambulance funds to make them whole. The bank reconciliations and software conversions with the Treasurer have been resolved. He appreciates that the Treasurer stays in contact with him during the year.

COUNTY ATTORNEY

Jeff Cure stated that the Solar Regulations will be on the Planning Commission Agenda for the month of October. A public meeting will be required prior to the adoption of the regulations. The 911 Authority Agreement has been revised and distributed to all of the towns' attorneys.

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

The Board of County Commissioners meeting reconvened at 1:00 PM. Those present were Stan Hitchcock, Cory Wall, Dave Hornung, Collin Koop, Todd Holmes, Tiffany Ramos, Jim Keehne, Lynsay Cormack, and Susan Corliss.

GROUNDS UPDATES

Collin Koop presented bids from Hitchcock Inc. for two types of generators for the Annex to replace the one that is not working efficiently. He was asked to get to addition bids. Greeley Lock & Key provided an estimate for the key card access at the Annex for 11 doors at the cost of \$26,297.26. He is waiting on the bid Donn Witzel on the show building. He would like to see if the county would purchase swamp coolers for the Beef Barn to be used during the fair. Discussion was held on whether to limit the coolers to just the county provided ones. Panels are needed for the return alley on the arena; there are some on the auction this weekend. Okay to purchase if less than new ones. The Board of County Commissioners stated the crack seal machine needs to be tested this fall.

CITY OF BURLINGTON – DISPATCH AGREEMENT

Shawn Franz and Jim Keehne reviewed changes that should be made to the Dispatch Agreement. Changes will be made in regards to types of service/calls, deleting charges for copies, adding approval for Code Red Call, and deleting the auto forwarding of calls after hours to dispatch.

ABBEY MULLIS – ASSESSOR 2022 DRAFT BUDGET

Abbey presented the Board of County Commissioners with the Draft 2022 Assessor's Budget.

OEM – 800 RADIOS

Della Calhoon brought a new bid for the 800 radios requested on September 8th. The patrol radios do not have to be dual band which will be a cost savings and allow the request of five additional radios. The new quote will be will be \$66,355.87. The Board of County Commissioners agreed and there should be a new purchase order next week.

CONSENT AGENDA

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

Stan Hitchcock moved to approve the September 8th minutes and \$80,374.06 for Accounts Payable, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

PURCHASE ORDERS:

Cory Wall moved to void Purchase Order #21-00198 because of a new quote on radios and additional purchase, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

CAPP & CWCP REPORT FOR AUGUST

Stan Hitchcock moved to approve August CAPP & CWCP Report as presented, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

ORANGE SHEET – BRASCHLER

Cory Wall moved to approve the Ambulance New Hire Orange Sheet for Rebekah Braschler at \$15.39 per hour for Step .00 and Grade 32 with annual wage of \$32,000.00 as a Non-Exempt Full Time Employee with Benefits effective September 20, 2021, with a trial period ending March 20, 2022, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

Stan Hitchcock moved to approve a New Hire – Orange Sheet for Rebekah Braschler for the Ambulance Reserves as a EMT – RN w/ACLS with Call Pay at 1.33 per hour, Run Pay per miles, Transfers at \$145.00, Other Pay of Weekend/Holiday of \$50.00, Stand-By at \$15.00 per hour, and Games – High School Varsity at \$20.00, Jr. High, JV, and Youth at \$15.00 per game effective September 20, 2021, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

UPDATED 2022 LOADER BID

Bids from Wagner CAT for 2022 Loader for the Landfill were presented for review:

	WAGNER	TOTAL COST
SW	950M-BR, FC, 3V, Auto F&R – Forks & Carriage	\$338,800.00

Cory Wall moved to approve the bid as presented earlier in the day from Wagner CAT for a loader for the Landfill to be purchased in and delivered in January of 2022, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

The Board of County Commissioners meeting recessed at 3:05 PM.

BOARD OF PUBLIC HEALTH

Stan Hitchcock moved to go into the Board of Public Health meeting at 3:06 PM, seconded by Cory Wall for the purpose of a contract. The motion carried by unanimous vote by Dave Hornung. Those present were Stan Hitchcock, Cory Wall, Dave Hornung, Lynsay Cormack, and Susan Corliss.

INDIRECT COST NEGOTIATION AGREEMENT

Cory Wall moved to approve Kit Carson County Public Health & Environment Indirect Cost Negotiation Agreement effective at January 1, 2022 through December 31, 2022 for all contract with CDPHE at a rate of 17.41%, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

Stan Hitchcock. moved to adjourn the Board of Public Health meeting at 3:10 PM, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

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

Submitted by: Susan Corliss, County Clerk and Recorder

D. Hornung

Dave Hornung, Chairman

Attest:

Susan Corliss

Susan Corliss, County Clerk and Recorder

9/22/2021

Date

