

**KIT CARSON COUNTY COMMISSIONERS
MINUTES
SEPTEMBER 2, 2020**

8:00 AM WORK SESSION
 10:00 AM CBOE – SENIOR EXEMPTION & ASSESSOR BUDGET PRESENTATION
 10:30 AM LISA BELDEN – VICTIM’S ADVOCATE – LOBBYING CERTIFICATION
 11:00 AM JEFF CURE – COUNTY ATTORNEY
 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 COLLIN KOOP – GROUNDS & BUILDINGS – 2021 BUDGET
 1:30 PM KORENA LAUE – NEW HIRE AND INVOICE
 2:00 PM TODD HOLMES – UPDATING ISP
 2:30 PM RANDY GORTON – SOLID WASTE BUDGET & CORONER BUDGET
 MEETING TO ADJOURN

AGENDA:

- Minutes – August 24, 2020
- Accounts Payable

NEW ITEMS:

- 2021 BOCC Calendar with Holidays
- Transportation Permits for Bennett Truck Transport
- Quote for tires – Della
- CVRF Approval Letters
- Resolution 20-042 to Opt-Out of Payroll Tax Deferral
- Jon Cisneros Credit Card Agreement

PURCHASE ORDERS:

- PO#20-00064 Legacy Plow R&B District 1 \$7,791.48 Snow Plow

MONTHLY REPORTS:

- August VSO Report

OLD ITEMS:

PERSONNEL ITEMS:

- Orange Sheet Ty Louthan

FYI:

- EAP Updates
- Question on the Hemp Depot
- R&B Flagging Class – Oct 7 @ 7:30 a.m.
- Special Highway Grants for Off-System Bridges

TABLED:

ADDITIONAL ITEMS

BOARD OF PUBLIC HEALTH AGENDA:

- Environmental Health Specialist Agreement w/ Lincoln County

Purchase Orders

- PO#20-00063 Sanofi Public Health \$ 742.60 TDAP
- PO#20-00065 GSK Public Health \$2,198.60 Menevo
- PO#20-00066 Merck Public Health \$4,558.52 Gardisil

BOARD OF HUMAN SERVICES AGENDA:

The Kit Carson County Board of Equalization for Sr. Homestead Exemptions was called to order at 10:00 AM. Those present were Gary Koop, Cory Wall, Dave Hornung, Abbey Mullis, Paula Weeks, Stan Hitchcock, and Susan Corliss.

SR. HOMESTEAD EXEMPTIONS CBOE PUBLIC HEARING

There were no hearings scheduled or requests for the Sr. Homestead Exemptions.

Dave Hornung moved to adjourn the Board of Equalization at 10:02 AM, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

The Board of County Commissioners went in to work session at 10:05 AM.

ASSESSOR BUDGET PRESENTATION

Abbey Mullis presented her requested 2021 budget to the Board of County Commissioners.

COUNTY ATTORNEY

Jeff Cure and the Board of County Commissioners discussed the Land Use for the Hemp Depot Subdivision Exemption. Kelly Alvarez will contact them about an application for change of use to Industrial for an upcoming Planning Commission meeting.

EXECUTIVE SESSION:

BOARD OF COUNTY COMMISSIONERS EXECUTIVE SESSION UNDER CRS-24-6-402 (4)(b) MOTION TO GO INTO EXECUTIVE SESSION AT 11:02 AM WAS MADE BY DAVE HORNUNG, SECONDED BY GARY KOOP. THE MOTION WAS CARRIED BY UNANIMOUS VOTE BY CORY WALL.

MOTION TO COME OUT OF EXECUTIVE SESSION AT 11:57 AM WAS MADE BY DAVE HORNUNG, SECONDED BY GARY KOOP. THE MOTION WAS CARRIED BY UNANIMOUS VOTE BY CORY WALL.

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

The Board of County Commissioners returned at 1:00 PM continuing in work session. Those present were Cory Wall, Dave Hornung, Gary Koop, Paula Weeks, Collin Koop, Stan Hitchcock, and Susan Corliss.

GROUND & BUILDINGS – 2021 BUDGET

Collin Koop presented his requested 2021 budget to the Board of County Commissioners. He reviewed vehicle bids for two departments. New projects for the fairgrounds, courthouse, and annex were discussed.

2021 VEHICLE BIDS

Collin Koop presented bids for Health Environment and Grounds & Maintenance.

<u>Burlington Ford and Lincoln</u>					
2020 4x4 Super Cab	Ford	R1F0 Ranger	\$	26,778.00	PHE
<u>Vince's GM Center</u>					
2021 Colorado 4WD Crew Cab	Chevy	Colorado	\$	26,857.83	PHE
2021 Colorado 4WD Extended Cab	Chevy	Colorado	\$	24,976.47	PHE

EMS NEW HIRE AND INVOICE

Korena Laue shared an application for an ambulance driver. Discussion on a maintenance contract from Complete Wireless for work on the Flagler Tower that maintains the service for Community Ambulance. The bill be continued to be paid by EMS and noted in the budget. There will be three Morgan Community College students completing the EMT courses. Their tuition is being paid by CARES funding. They will be encouraged to do their clinical in a larger ambulance service.

IT UPDATES

Todd Holmes shared the update on the phone system for the Annex. Friday will be the cutover date; all of the cabling will be put from the old system and connected the Vonage hardware. Callers will receive a message giving them a cellphone number that will be with the receptionist until the system is completed.

Eagle Communications has proposed connecting fiber Internet service for the Courthouse and Elections. This will be tabled for further discussion. Microsoft 2013 Office will not be supported beginning October 2020. This upgrade will be an extreme cost to the county.

SOLID WASTE BUDGET & CORONER BUDGET

Randy Gorton presented his requested 2021 budget to the Board of County Commissioners for Solid Waste and Coroner. The major item for the Solid Waste Budget will be a new compactor.

Bids from Wagner CAT for 2021 816K Landfill Compactor were presented for review:

WAGNER	PRICE	TRADE IN	T.I. ALLOWANCE	TOTAL COST
2021 – 816K Landfill Compactor	\$508,000.00	2017 816K Caterpillar	\$195,000.00	\$313,000.00

The Board of County Commissioners meeting convened at 3:00 PM. Those present were Cory Wall, Dave Hornung, Gary Koop, Paula Weeks, Stan Hitchcock, and Susan Corliss.

CONSENT AGENDA

The following items were reviewed by the Board of County Commissioners: Minutes of August 24, 2020, and Accounts Payable.

Dave Hornung moved to approve the minutes of August 24, 2020, and to pay the Accounts Payables in the amount of \$147,408.40, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

2021 BOCC CALENDAR WITH HOLIDAYS

The Board of County Commissioners reviewed the holidays for the 2021 calendar.

Gary Koop moved to approve the 2021 BOCC Calendar to be included in the 2021 Reorg, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

TRANSPORTATION PERMITS FOR BENNETT TRUCK TRANSPORT

Dave Hornung moved to approve the Special Transportation Permit for Bennett Truck Transport to move two double wide trailers (four loads) North on County Road 5 south end of Kit Carson County to 17350 County Road 5, Flagler, CO, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

QUOTE FOR TIRES – OEM

The Board of County Commissioners reviewed bids for new tires on the Emergency Manager’s vehicle.

Stratton Equity COOP	Hercules Tires \$112.50@	\$450.00
Vince’s GMC Center	Michelin - \$183.96 @	\$830.10
Vince’s GMC Center	Michelin - \$210.25 @	\$940.41
Vince’s GMC Center	Michelin - \$198.06 @	\$819.26

Dave Hornung moved to accept the bid for Hercules Tires from Stratton Equity COOP at a total cost of \$450.00 for four tires, mounted and balanced, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

CVRF APPROVAL LETTERS

Gary Koop moved to approve payment of CARES funds to Family Tree Chiropractic, Schaal Physical Therapy, Nathaniel McBride Post#081, Kayleigh’s Cuts, and Claremont Inn & Winery, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

JON CISNEROS CREDIT CARD AGREEMENT

Gary Koop moved to sign a Kit Carson County credit card agreement with Jon Cisneros for the Sheriff Department, seconded by Dave Hornung. The motion was carried by unanimous vote of Cory Wall.

VICTIM’S ADVOCATE – LOBBYING CERTIFICATION

The Board of County Commissioners reviewed the Certification Regarding Lobbying; Debarment, Suspension and Other Responsibility Matter; and Drug-Free Workplace Requirements from the U.S. Department of Justice for Grant #2020-VU-21-428-13.

Dave Hornung moved to sign the Certification for Drug-Free Workplace for the Victim Assistance program funding for the 2020-2021, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

PURCHASE ORDERS

Purchase Order #20-00064

Dave Hornung moved to approve the Purchase Order #20-00064 to Legacy Plow & Trailer, Inc. Estimate #1075 to purchase a Snow Plow for the Road & Bridge District 1 totaling \$7,791.48, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

20-042

RESOLUTION 20-042 TO OPT-OUT OF PAYROLL TAX DEFERRAL

Dave Hornung moved to approve Resolution 20-042, second by Gary Koop. The motion carried by unanimous vote by Cory Wall.

RESOLUTION NO. 20-042

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 Court House in Burlington on Wednesday the 2nd day of September, 2020, there were present:

- Cory Wall..... Chairman
- David L. HornungCommissioner
- Gary Koop.....Commissioner
- Susan Corliss County Clerk and Recorder
- Paula Weeks.....County Administrator

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

A RESOLUTION OPTING KIT CARSON COUNTY OUT OF IRS NOTICE 2020-65 WHICH PERTAINS TO WITHHOLDING THE EMPLOYEES PORTION OF SOCIAL SECURITY TAXES

WHEREAS, On August 8, 2020, President Trump issued an Executive Order titled "Memorandum on Deferring Payroll Tax Obligations in Light of the Ongoing COVID-19 Disaster". The Order directs the Secretary of the Treasury to permit deferral of employee Old Age, Survivors and Disability Insurance ("OASDI") taxes for payroll dates on and after September 1, 2020 through December 31, 2020; and,

WHEREAS, it is important to understand that neither the Order, nor IRS Notice 2020-65, require an employer to defer the payment of employee OASDI taxes. An employer may choose to continue to withhold and deposit employee OASDI taxes as usual; and,

WHEREAS, the COVID-19-related payroll tax relief applies only to the Social Security portion of FICA which is 6.2%; and,

WHEREAS, the Order makes it clear that payment of the employee OASDI tax is only deferred, not forgiven. Thus, employees are still obligated to pay the taxes. Accordingly, if an employer does elect to defer payment of an employee's OASDI taxes, Notice 2020-65 requires the employer to withhold and pay those deferred taxes later; and,

WHEREAS, The additional amount being collected during the time period of repayment would mean a lesser amount of net pay than what the employee is used to—which could result in more financial stress versus the benefit the deferral may have provided;

NOW, THEREFORE, BE IT RESOLVED that the Kit Carson County Board of County Commissioners have decided to opt out of this tax deferral. **ADOPTED THIS** 2nd day of September, 2020 at Burlington, Colorado.

Motion made by Dave Hornung, seconded by Gary Koop, motion carried.

RESOLUTION NO. 20-042

BOARD OF COUNTY COMMISSIONERS



Cory Wall
Cory Wall, Chairman

Gary Koop
Gary Koop, Commissioner

David L. Hornung
David L. Hornung, 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 2nd day of September, 2020.

Attest:
Susan Corliss
Susan Corliss, County Clerk



VSO REPORT

The VSO August Report was presented to the Board of County Commissioners to be reviewed. There were 7 telephone calls, 1 office visit, 1 Community Event, 3 Correspondence Received, 4 Correspondence Written, and 2 SF180 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.

ORANGE SHEET - LOUTHAN

Dave Hornung moved to approve New Hire Orange Sheet for Ty Louthan for the Road & Bridge District 2 at \$14.42 per hour for Step .00 and Grade 30 with annual wage of \$30,000.00 as a Non-Exempt Full Time Employee with Benefits effective August 3, 2020 with a Trial Period ending February 3, 2021, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

The Board of County Commissioners meeting recessed at 3:06 PM.

BOARD OF PUBLIC HEALTH

Dave Hornung moved to go into the Board of Public Health meeting at 3:08 PM, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall. Those present were Cory Wall, Dave Hornung, Gary Koop, Paula Weeks, Stan Hitchcock, and Susan Corliss.

LINCOLN COUNTY AGREEMENT – ENVIRONMENTAL

The Board of County Commissioners reviewed the Public Health Department 049 agreement with Lincoln County to provide Environmental Health/Consumer Protection services through inspections and investigations of public and private establishments and other environmental situations to ensure compliance with local and state health and safety codes. The salary of \$10,000.00 will be paid quarterly (\$2,500.00) directly to Kit Carson County with all Public Health Specialist expenses and benefits being paid by Kit Carson County.

Dave Hornung moved to sign the agreement with Lincoln County to provide Environmental Health/Consumer Protection services, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

PROTOCOLS/PLANS

SPECIAL EVENT PROTOCOL AGREEMENT

Dave Hornung moved to approve the Special Event Protocol Agreements for Worden Farms/ Corn Maze, Pumpkin Patch, Family Fun, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

PURCHASE ORDERS

Purchase Order #20-00063

Gary Koop moved to approve the Purchase Order #20-00063 to Sanofi Pasteur, Inc. to purchase TDAP vaccine, PH-PO # 3788 totaling \$742.60, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

Purchase Order #20-00065

Dave Hornung moved to approve the Purchase Order #20-00065 to Glaxosmithkline Company (GSK) PH-PO # 3794 to purchase Menevo vaccine, totaling \$2,198.60, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

Purchase Order #20-00066

Dave Hornung moved to approve the Purchase Order #20-00066 to Merck & Co., Inc. PH-PO # 3795 to purchase Gardisil vaccine, totaling \$4,558.52, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.


NFP CONTRACT

Dave Hornung moved to cancel the contract between Denise Cure and Kit Carson County Public Health and Environment, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

Dave Hornung moved to adjourn the Board of Public Health meeting at 3:09 PM, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

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

Submitted by: Susan Corliss, County Clerk and Recorder



Cory Wall, Chairman

09/09/2020
Date

Attest:


Susan Corliss, County Clerk & Recorder

