

Phillips County Commissioner Meeting
November 9, 2016

The meeting was called to order at 11:00 am by Commissioner Don Lock, chair, and opened with the Pledge of Allegiance. Also present were Commissioners Harlan Stern and Joe Kinnie, and County Administrator Randy Schafer.

Kinnie made a motion, seconded by Stern, to approve the minutes of October 31, 2016 as presented. Motion carried.

The board approved an October accounts payable batch.

Kinnie made a motion, seconded by Stern, to adopt the amended inclement weather policy as recommended by a staff committee. Motion carried. The policy is as follows:

- 1) What factors should determine closure of county offices.
 - The Board of County Commissioners will make the decision on when county offices are closed due to weather conditions.
 - In making that decision the Commissioners will consult the County Sheriff's office, Road and Bridge personnel, and county maintenance personnel for recommendations.
 - Other factors that might affect their decision are school closures and state highway closures.
 - It is recommended that a decision be made no later than 7:00 am to allow timely notification of county employees before they leave for work.
 - A decision for a late start might be an alternative decision, keeping employees safe and still allowing some work for the day.
 - There will be no partial closures. The offices will either be open or closed.

Once a decision for closure is reached, the message will be disseminated on WENS and from the County Administrator to each department head. Each department head will then notify their employees.

- 2) How should county employees be paid around inclement weather days.
 - If county offices are ordered closed for a day or part thereof by the Board of County Commissioners, all employees will receive regular pay for the time of closure.
 - If county offices remain open during a storm, but an employee is unable to make it to work safely or feels he or she needs to leave early, he or she shall use leave time, make up time later, or receive no pay for the time missed.
 - An assumption is made that the County Sheriff's office personnel will work during the weather situation whether offices are closed or not. That is part of their job description.
 - The Communications Center is required to be staffed because of the need for emergency communication. Dispatchers working will be paid for their time.
 - If Road and Bridge personnel and/or Maintenance workers have to work during a storm day when all other offices are closed, they will receive overtime for the hours worked.

Stern made a motion, seconded by Kinnie, to appoint Steve Firme to fill Margo Sauder's term of on the West Phillips County Cemetery Board which will end on December 31, 2017. At that time, he will be eligible for reappointment. Motion carried

Stern made a motion, seconded by Kinnie, to approve a step increase for R&B worker Beau Waln. He will move to RB Grade 16 Step 2 at \$26,721.30/year, \$2,226.78/month, effective November 11, 2016. Motion carried. He received a satisfactory performance appraisal.

Schafer reviewed the issue with the small triangular tract of state land in Section 36, T8N, R47W. Wilber Strickert, State Land Field Representative, had contacted the county earlier, raising the idea that the county needed to purchase the tract from the state. Research indicated that the county received a right-of-way for the angled road and the triangular piece west of the road in January 1967. There should be no further action needed.

The board met with Sheriff Rob Urbach to discuss starting salary for new deputies.

The board met with Brooke Dirks. She requested permission to serve alcohol at an NRA banquet scheduled for January 26, 2017. The board approved the request as long a special events permit is received from the City of Holyoke, the alcohol deposit is paid, and alcohol event liability insurance is obtained.

The board met the Weed Manager Kerri Doleshall. He reported he has passed the testing and has obtained a license for outdoor vertebrate pest control. He is purchasing equipment to be able to begin control efforts. He presented a proposed contract for weed control and outdoor vertebrate control for 2017. The landowner would be responsible for the cost of chemical plus 10% and \$30 per hour labor fee (up to 10 acres treated for land treated) and \$60 per hour for 10 acres and above treated. He asked permission to carry a gun in his county vehicle in case it would be needed for the outdoor vertebrate control. The board granted the request. He reported he is continuing to work on the public meeting scheduled for January 17th.

The board reviewed the Veterans Service Officer's monthly report.

The board met with County Attorney Al Wall.

The board met with Department of Human Services (DHS) Directory Penny Verhoeff. The minutes for this portion of the meeting are maintained by DHS.

Kinnie made a motion, seconded by Stern to approve the previously proposed 2017 contract for weed control and outdoor vertebrate pest control. Motion carried.

The board revisited the issue of starting salaries for deputy sheriffs. Stern made a motion, seconded by Kinnie, to reclassify the deputy sheriff position from GN40 Grade 22 to GN40 Grade 26. Motion carried. The change in classification will take place immediately however, salary changes to existing personnel will take place January 1st. Current Deputy Jeff Hickox is scheduled for a step increase on January 1st and Deputy Phil Biersdorfer is scheduled to retire on December 31st.

The board reviewed the following:

- CCI memo on elected official's salaries and cost of living adjustments
- Financial reports
 - Treasurer
 - October revenue
 - September cash balances
- Information on health issues and turf field

The board reviewed the following Event Center rentals:

- Phipps, Anderson, Deacon LLP
- Tris Favela
- Don Crow/ Julia Biesemeier (PCED)
- Maricela Figueroa
- Tina Kramer

The meeting adjourned at 2:40 pm.

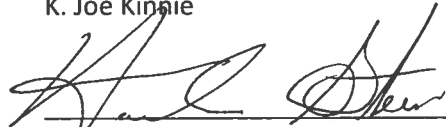
Submitted by Randy Schafer
County Administrator



Donald J. Lock

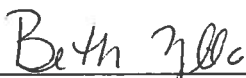


K. Joe Kinnie



Harlan Stern

Attest:



Beth Zilla, County Clerk