

Phillips County Commissioner Meeting  
November 23, 2016

The meeting was called to order at 9:00 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.

Stern made a motion, seconded by Kinnie, to approve the minutes of November 9, 2016 as presented. Motion carried.

The board approved payroll and a November accounts payable batch.

Kinnie made a motion, seconded by Stern, to appoint Todd Workman as the town representative on the 911 Authority Board. He will complete Tanya Mayhew's term which runs through June 30, 2017. Motion carried.

Kinnie made a motion, seconded by Stern, to authorize Schafer to sign approval of the Underfunded Courthouse Facility Grant in the amount of \$4,815 to carpet the courtroom and the third floor meeting room. Motion carried.

The board met with Kathy Secrist, coordinator of the Mobile Food Pantry. She thanked the board for use of the Event Center facilities.

Stern made a motion, seconded by Kinnie, to approve an agreement with the Food Bank of the Rockies for operation of the Mobile Food Pantry. Motion carried. A copy is available at the Administration office.

Department of Human Services (DHS) Director Penny Verhoeff met with the board. She requested permission to close the office for ½ day for team building time. The board approved this request for December 21, 2016.

Chair Lock opened the budget hearing at 10:00 am. Attendees were Assessor Doug Kamery and Verhoeff. They were provided the public review summary. No comments were made. The hearing was closed at 10:06 am.

The board met with Steve Bahnsen, manager of Paoli Coop, and Virgil Harms, Paoli mayor. They discussed the railroad crossing immediately west of the Paoli elevator. Bryce Anderson is the new roadmaster for NKC railroad. The board agreed to write a letter supporting the need for repairs.

The board met with Sheriff Rob Urbach. He requested approval to purchase a Kenwood 700/800 MHz radio at a cost of \$1,723.20. Kinnie made a motion, seconded by Stern to approve the purchase. Motion carried.

Urbach reported that the equipment is in for the new locking system at the courthouse. He also updated the board regarding progress hiring a new deputy.

Emergency Manager Bob Heldenbrand requested approval to purchase a Microsoft tablet with accessories at an approximate cost of \$2,700. Kinnie made a motion, seconded by Stern, to approve the purchase. Motion carried.

The board met with Road Manager Mike Salyards. They discussed reworking the road segment between Paoli and the county bridge north on County Road 21. Salyards recommended it needs to be torn out and replaced with proper aggregate base and a hot mix overlay. He suggested that it might be a 2018 project.

Salyards put forth a request to create 3 new classified positions in the Road and Bridge department. He suggested creating the following positions:

- 1) Road and Bridge Gravel Pit Operations Supervisor at RB Grade 19
- 2) Road and Bridge Building Crew Leader at RB Grade 20
- 3) Road and Bridge Crew Leader RB Grade 19

He also requested permission to hire one more full-time employee. The board agree to accept his recommendations and will revisit the issue at their next meeting to take formal action.

The board met with Kamery, Verhoeff, Salyards, and Maintenance Supervisor Dan Waln to discuss the holiday schedule for 2017. After discussion, the board decided to keep the 2017 holiday schedule as outlined in the Personnel Policy. The revised schedule is:

FLOATING HOLIDAY Available after 1 year of employment (taken with Department Head Approval). Comm Center takes Colorado Day August 1

New Year's Day Observed	January 2nd	Monday
PRESIDENTS' DAY	FEBRUARY 20th	MONDAY
MEMORIAL DAY	MAY 29th	MONDAY
INDEPENDENCE DAY	JULY 4TH	Tuesday

LABOR DAY	SEPTEMBER 4th	MONDAY
COLUMBUS DAY	OCTOBER 9th	MONDAY
VETERAN'S DAY Observed	NOVEMBER 10th	Friday
THANKSGIVING DAY	NOVEMBER 23rd	THURSDAY
DAY AFTER THANKSGIVING	NOVEMBER 24th	FRIDAY
CHRISTMAS	DECEMBER 25th	Monday

The 2017 BOCC meeting schedule was approved.


The board reviewed October budget reports and the following Event Center rentals:

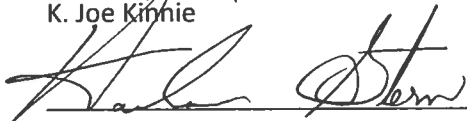
- Wagner Equipment
- St Patrick Catholic Church
- Darcy Prosser
- Brook Dirks

The meeting adjourned at 12:13 pm.

Submitted by Randy Schafer  
County Administrator

  
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Donald J. Lock

  
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K. Joe Kinzie

  
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Harlan Stern

Attest:

  
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Beth Zilla, County Clerk