

Phillips County Commissioner Meeting

December 11, 2017

The board met in a work session to discuss road issues prior to the regular meeting. Attending were Road Manager Mike Salyards, Assistant Manager Kevin Scott, the Commissioners and the County Administrator. Possible truck purchases and the work effort at the fairgrounds were discussed.

The meeting was called to order at 9:00 a.m. by Chairman Joe Kinnie and opened with the Pledge of Allegiance. Also present were County Commissioners Don Lock and Harlan Stern, and County Administrator Randy Schafer. County Clerk Beth Zilla was absent.

Stern made a motion, seconded by Lock, to approve the minutes from the November 30th meeting. Motion carried.

The board approved an accounts payable batch.

The board met with Department of Human Services Director (DHS) Penny Verhoeff for regular monthly business. The minutes from this portion of the meeting are maintained by DHS.

Lock made a motion, seconded by Stern, to approve hiring Monica Ramirez for the DHS position of Child Support Services Legal Technician effective December 11, 2017. She will be placed on the county pay scale at HS Grade 60 Step 3 at an annual salary of \$27,422.70 (\$2,285.22 monthly) plus annual additional pay of \$5,316. Motion carried.

Lock made a motion, seconded by Stern, to approve a step increase for Lori Lundgren, DHS Caseworker Supervisor, effective December 1, 2017. She will move to HS Grade 73 Step 4 at an annual salary of \$38,936.56 (\$3,150.21 monthly) plus annual additional pay of \$5,316. Motion carried. She received a satisfactory performance appraisal.

The board met with Matt Meusborn, Phillips County CDL testing administrator. He reported that there are plans to add 2 new testers – Gerald A Whipple II and Cameron Harms. Harms will formally be approved in January 2018.

Lock made a motion, seconded by Stern, to approve a \$10 fee for bus testing done by Harms when he receives approval in January. Motion carried.

Stern made a motion, seconded by Lock, to approve the following a memorandum of understanding:

Phillips County hereby agrees to create the position of Commercial Driver's License (CDL) Administrator. This position will provide testing services for CDL drivers' licenses for the State of Colorado.

All test fees will be payable to Phillips County. Payment for each test will be made from Phillips County to the CDL Administrator, the County retaining \$25 from each test fee. The CDL Administrator will be paid by the County as testing fees are received.

This position will be considered contract position. This position will not be covered under the county's workers' compensation coverage nor the county's general liability insurance.

APPOINTMENT

Phillips County hereby appoints Matt Meusborn to the position of Phillips County CDL Administrator. Said appointment will be reviewed each year. Said appointment is approved for 2018.

Phillips County also approves the addition of Gerald A. Whipple as a tester.

Adopted this 11th day of December 2017.

Motion carried.

Meusborn requested use of the area west of the county fairgrounds for a training site. The board agreed to allow the use if the site is kept weed free.

The board met with Sheriff Thom Elliott. He reported that the advertising for the Undersheriff position will close on December 15th. He also received Victim's Advocate Kay Schmidt's resignation, effective December 21st. He is advertising the position.

Lock made a motion, seconded by Stern, to approve hiring Vicki Freemyer as a short-term contractor in the Victim's Advocate's office, effective December 22nd. The pay for the position will be \$15/hour. Motion carried.

The board reviewed the proposed mill levies for 2018. After discussion, Stern made a motion, seconded by Lock, to approve the following resolution:

WHEREAS, the Board of County Commissioners of Phillips County will adopt the annual budget in accordance with the Local Government Budget Law by December 31, 2017.

NOW, THEREFORE BE IT RESOLVED BY THE Board of County Commissioners of Phillips County, Colorado that the following mill levies be extended upon total assessed valuation of \$92,726,290 of all such property within Phillips County for the year 2017 to be collected in 2018.

| | |
|--------------------------|--------------------------|
| GENERAL FUND | <u>21.45</u> MILLS |
| ROAD & BRIDGE FUND | <u>4.23</u> MILLS |
| PUBLIC WELFARE FUND | <u>1.60</u> MILLS |
| CONTINGENCY FUND | <u>0.00</u> MILLS |
| CAPITAL EXPENDITURE FUND | <u>1.00</u> MILLS |
| | TOTAL <u>28.28</u> MILLS |

The mill levy will produce revenue of \$1,988,978.92 for General Fund, \$392,232.21 for Road & Bridge Fund, \$148,362.06 for the Public Welfare Fund, and \$92,726.29 for the Capital Expenditure Fund, for a grand total of \$2,622,299.48.

Motion carried.

Stern made a motion, seconded by Lock, to approve a step increase for Rick Hinck, R&B Crew Leader, effective December 9th. He will move to RB Grade 19 Step 8 at an annual salary of \$34,359.95 (\$2,863.33 monthly) plus annual additional pay of \$5,316. Motion carried. He received a satisfactory performance appraisal.

The board reviewed and approved the revised RFP for IT support services.

The board reviewed a proposed 30' access easement with Jack's Bean Co.

Stern made a motion, seconded by Lock, to approve use of the Phillips County Landfill Release. Motion carried.

Stern made a motion, seconded by Lock, to approve Schafer as a proxy to CCI steering committees for 2018. Motion carried.

Lock made a motion, seconded by Stern, to approve a roadway occupancy agreement for Leah Hoyer for a waterline across the intersection of County Roads 28 and 47 from Section 35 to Section 25, T8N, R44W. Motion carried.

The board met with Emergency Manager Bob Heldenbrand to discuss his services for the county for 2018.

The board placed a call to the Sedgwick County Commissioners to discuss possible job sharing between the Human Services departments.

The board reviewed the following reports:

- November Treasurer
- October revenue and expenditure
- Event Center rentals
 - Norberto Bustillos
 - Iris Favela
 - Pioneer Seed (2)
 - Collin Hornsby

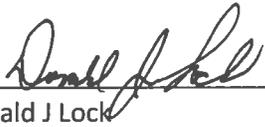
The regular meeting adjourned at 2:05.

Submitted by Randy Schafer

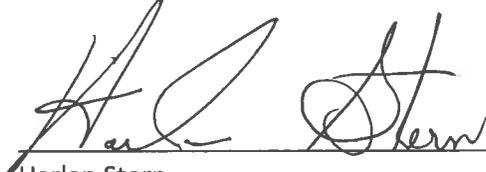
County Commissioners



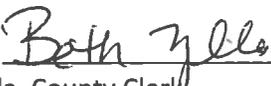
K Joe Kinnie



Donald J Lock



Harlan Stern

Attest: 

Beth Zilla, County Clerk