

Phillips County Commissioner Meeting
December 30, 2016

The board met at 7:30 am in work session with Road Manager Mike Salyards.

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 December 19, 2016 as corrected. Motion carried.

The board approved a request from Road Manager Mike Salyards to advertise for an additional full-time road worker.

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

Stern made a motion, seconded by Kinnie, to approve a step increase for Sharon Michael, Human Services Accountant, effective January 1, 2017. She will move to HS Grade 65, Step 7 with an annual salary of \$34,920.33 (\$2,910.03/month plus additional pay. Motion carried. She received a satisfactory performance appraisal.

The board approved payroll for December and an accounts payable batch for December.

The board met with Sheriff Rob Urbach. He reported the current jail count is 8. He, Kerri Doleshall and Forest Coronado have pulled the wires at the Communications Center/Sheriff's office in preparation of the new security system.

The board recessed at 9:45 am to attend the funeral for Stan Willmon, father of Laura Schroetlin. The meeting reconvened at 1:30 pm.

Stern made a motion, seconded by Kinnie, to approve the purchase of 3 HP ProBook 450 G4 laptops at the bid price of \$799 each from Computers Etc for use by the commissioners. Motion carried.

Stern made a motion, seconded by Kinnie, to approve a step increase for road worker David McFadden. He will move to RB Grade 16, Step 9 with an annual salary of \$32,863.83 (\$2,738.65/month) with additional pay effective January 1, 2017. Motion carried. He received a satisfactory performance appraisal.

Stern made a motion, seconded by Kinnie, to approve a step increase for Debbie Bennett, Deputy Treasurer. She will move to GN Grade 25, Step 4 with annual salary of \$33,033.01 (\$2,752.75/month) with additional pay effective January 1, 2017. Motion carried.

Kinnie made a motion, seconded by Stern, to amend the Haxtun Ambulance Service License by adding four new drivers (Josh Caldwell, Caleb Contreras, Kathy Wilbanks, and Amy Far), subject to background check on their driving records. Motion carried.

The board reviewed and approved the December and 2017 budget press releases.

The board was informed of a request for office space for the Holyoke Recreational Director. Additional research is necessary for a decision.

Stern made a motion, seconded by Kinnie, to accept the 4th quarter Public Trustee report showing \$1,680.00 in fees. Motion carried.

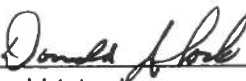
Kay Schmidt forwarded information to the board concerning how VOCA grant will be reviewed.

The board reviewed the following:

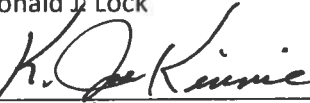
- Event Center Rentals
 - 21st Century Equipment

The meeting adjourned at 1:34 pm.


Submitted by Randy Schafer
County Administrator



Donald J. Lock

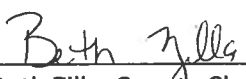


K. Joe Kinnie



Harlan Stern

Attest:



Beth Zilla, County Clerk