

Phillips County Commissioners' Meeting

January 08, 2019

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 Commissioners Don Lock and Harlan Stern, County Administrator Randy Schafer, County Clerk Beth Zilla and Commissioner Elect Terry Hofmeister.

The board approved the following additions to the January 8, 2019 Agenda.

Bob Heldebrand
Sheriff Elliott

Stern made a motion, seconded by Lock, to approve the minutes from the December 31, 2018 meeting as presented. Motion carried.

The board approved a batch of accounts payable for December.

Lock made a motion, seconded by Stern, to approve the Funding Match Commitment Letter as a participating jurisdiction in the Northeast Colorado Regional Hazard Mitigation Plan (HMP). The commitment is for \$1,794.26 in in-kind services and \$1,500 cash contribution. Motion carried.

Kinnie made a motion, seconded by Lock, to approve the request by County Treasurer to hire former County Treasurer Linda Statz on an as-needed basis for training, not to exceed 80 hours at \$25.00 per hour. Motion carried.

The board met with County Assessor Doug Kamery, County Treasurer Sharon Michael and County Clerk Beth Zilla to discuss the definition of family as it appears in the Personnel Policy as it applies to sick leave and funeral leave. Kamery asked that the board approve the funeral leave definition for family for the sick leave definition. Kamery also suggested that the family definition now needs to include same sex couples.

The board met with County Weed and Pest Manager Kerry Doleshall.

Lock made a motion, seconded by Stern, to approve the purchase of a Road Blaster (approximately \$1,900) and a new hose reel (approximately \$1,985) for the County Weed and Pest District. Motion carried.

The board met with Road Manager Mike Salyards and Assistant Road Manager Kevin Scott to discuss general road and bridge issues. They reviewed additional material needed for the arena and for the RV park.

Stern made a motion, seconded by Lock, to approve the step increase request for Landfill employee Randy Owens. Owens will move to GN40, Grade 15 Step 4 at a base pay of \$27,800.94 per year plus additional annual pay of \$6,288 for an annual pay of \$34,088.94, \$2,840.75 per month, effective January 01, 2019. Motion carried.

Lock made a motion, seconded by Stern, to approve the step increase request for Maintenance employee Lonny Vernon. Vernon will move to GN40 Grade 20 Step 5 at an annual base pay of \$32,297.84, plus additional annual pay of \$6,288 for a net pay of \$38,685.84, \$3,223.82 per month, effective January 09, 2019. Motion carried.

Lock made a motion, seconded by Stern, to approve the hiring of Jerry Lauer as a fulltime employee in the Maintenance Department and be placed on GN40 Grade 16 step 1 at an annual base pay of \$29,648.61 plus annual additional pay of \$6,288 for an annual pay of \$35,936.61, \$2,994.72 monthly, effective January 01, 2019. Motion carried.

Lock made a motion, seconded by Stern, to approve the step increase request for Administrative Assistant Laura Schroetlin. Schroetlin will move to GN Grade 26 Step 7 at an annual base pay of \$37,368.44 plus additional annual pay of \$6,288 for a net annual pay of \$43,656.44, \$3,638.04 per month, effective January 01, 2019. Motion carried.

Lock made a motion, seconded by Stern, to approve the step increase for Assessor Appraiser Toby Thompson. Thompson will move to GN Grade 25, Step 6 at an annual base pay of \$35,395.16 plus additional annual pay of \$6,288 for a net annual pay of \$41,683.16, \$3,473.60 per month, effective January 01, 2019. Motion carried.

Lock made a motion, second by Stern, to approve the request to hire Deanna Webster as the Pavilion Reservationist. Webster will be assigned a county cell phone for pavilion use and paid \$250.00 per month plus mileage. Motion carried.

Stern made a motion, seconded by Lock, to approve the step increase request for Accounts Payable Clerk Debbie Bennett. Bennett will move to GN Grade 24 Step 4 at an annual base pay of \$32,549.60 plus additional annual pay of \$6,288 for a net annual pay of \$38,837.60, \$3,236.47 per month, effective January 01, 2019. Motion carried.

Department of Human Services Director Penny Verhoeff met with the board at 10:53. This minutes from this portion of the meeting will be maintained by DHS.

Board resumed as the board of County Commissioners at 11:00 a.m.

Lock made a motion, seconded by Stern, to accept the recommendation of the Planning Commission and approve the subdivision exemption request for the sale of 3 acres from Yahaira Calzadillas to Ramon Dominguez in the NE¼ of Section 33, T8N, R44W. Motion carried. Dominguez plans to place a mobile home on the tract.

The board met with County Sheriff Tom Elliott and Deputy Sheriff Wyatt Bishop to discuss the office space that would need to be supplied for a proposed additional district judge. Elliott advised the board to not accept the additional judge because of full time courtroom security that would be required.

Stern made a motion, seconded by Lock, to purchase a phone system upgrade through PCTelcom for the Communication Center in the amount of \$2,040.00. Motion carried.

The commissioners signed the semi-annual treasurer's report for publication.

The board signed a letter of support for a grant application from the Haxtun Ambulance Service for equipment.

Lock made a motion, seconded by Stern, to approve the Annual Fire Protection Plan. Motion carried. No changes were made from the 2018 plan.

Schafer provided a handout from the State Health Department's landfill monitoring well results. A full review and report will be coming later.

Schafer updated the board on the upcoming baler repairs scheduled in February at the landfill. The estimated cost will be approximately \$62,000.

The board reviewed the following:

- Landfill baler repair project
- Timeline for Model Traffic Code
- Holyoke Chamber Gala invite
- Phillips County Treasurer monthly report
- Treasury report
- Mobil Food Pantry
 - 30 volunteers
 - 9,030 pounds of food
- Event Center rentals

Prior to adjournment, Commissioners Stern and Lock presented out going Commissioner Kinnie with a gavel and thanked him for serving with them.

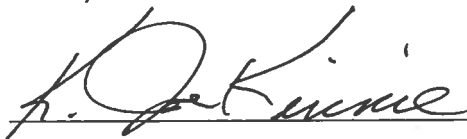
Meeting adjourned at 11:23.

Respectfully submitted



Beth Zilla
County Clerk


County Commissioners



K Joe Kinnie



Donald J Lock



Harlan Stern

Attest: 

Beth Zilla, County Clerk