

Phillips County Commissioners' Meeting

February 19, 2019

Chairman Stern called the meeting to order at 9:00AM. and opened with the Pledge of Allegiance. Also present were Commissioners Don Lock and Terry Hofmeister, County Administrator Randy Schafer and County Clerk Beth Zilla.

The board approved a January accounts payable batch.

Hofmeister made a motion, seconded by Lock, to approve the minutes from the February 08, 2019 meeting as presented. Motion carried.

The board met with Iris Favela to discuss her upcoming event at the Event Center. Favela will be serving alcohol. The board approved her request if she provides the required alcohol deposit and proof of alcohol liability insurance. No special event permit is required.

The board discussed the fair board sponsorship banners. The following policy was approved:

To be a pavilion sponsor you must be a Phillips County Fair Sponsor

Banners will hang from fair to fair

The additional cost to hang a banner in the pavilion will be \$250

- *The revenue will be split*
 - *\$100 to Fair Board*
 - *\$150 to Phillips County*
- *The County will pay for the banner*

The minimum banner size for the pavilion must be 4' x 8'. Banners must be 4' high but can be longer than 8' (assume a higher cost for larger banner).

Phillips County will oversee hanging of all banners in the Pavilion.

Banners will remain the property of the Phillips County Fair Board.

Banners must adhere to the Bank of Colorado naming policy requirements.

The banner policy will be reviewed annually and subject to change.

Issues outside the size parameter must be approved by the Board of County Commissioners.

The board met with the Department of Human Services Director Penny Verhoeff. The minutes from this portion of the meeting will be maintained by DHS.

Lock made a motion, seconded by Hofmeister, to approve a step increase request for DHS Director Verhoeff. She will move to HS Grade 81, Step 4 at a base pay of \$47,914.83 plus additional annual pay of \$6,288 for a net pay of \$54,202.83, effective February 12, 2019. Motion carried. She received a satisfactory performance appraisal.

Lock made a motion, seconded by Hofmeister, to approve payout of existing comp time for Lori Lundgren. Motion carried.

The board approved a policy that all construction contracts will be required to have a stated completion date.

Hofmeister made a motion, seconded by Lock, to proceed with the purchase of a commercial stove and deep fat fryer for the Pavilion kitchen. Motion carried.

The board visited the Phillips County Museum to look at ceiling tile damage.

Lock made a motion, seconded by Hofmeister, to approve the following board appointments:

- Communications Board – 2-year term
 - John Durbin – Holyoke Fire Dept representative
 - Bill Garretson – Haxtun EMS representative
- Weed & Pest Board – 3-year term
 - Charlie Triplette

Motion carried.

The board discussed the annual change from working five 8-hour days to four 10-hour days for Road & Bridge workers. If approved, the board will require that employees be available for work on Fridays if the need arises. If that should happen and there are not enough workers to satisfy the Friday workload, the board will consider reverting back to the five 8-hour schedule. Another possible alternative would be to divide the workforce into two groups with one group working 10-hours days Monday – Thursday and the other group working 10-hour days Tuesday – Friday. This will be reviewed at the next meeting with Road Manager Mike Salyards before adoption.

The balance of the meeting was spent identifying projects or issues which need decisions, goals or timelines. The list will be placed on the project update list and updated as information is available.

The board reviewed the following reports:

- Workers compensation
- Budget reports
 - Revenue report
 - Expense report
 - R/B Revenue report
 - R/B Expense report
 - Cash transactions
- CTSI loss report
- Event Center rentals

The meeting adjourned at 2:45PM.

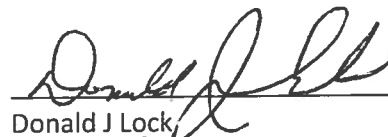
Respectfully submitted

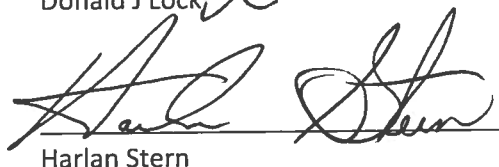
Beth Zilla

County Clerk

County Commissioners


Terry L Hofmeister


Donald J Lock


Harlan Stern

Attest: 
Beth Zilla, County Clerk