

Phillips County Commissioner Meeting

January 18, 2019

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

The board approved a January batch of accounts payable.

Lock made a motion, seconded by Hofmeister, to approve the minutes from the January 08, 2018 meeting as presented. Motion carried.

Lock made a motion, seconded by Hofmeister, to approve the purchase of poultry and rabbit cages for the county fair as presented by Carrie Anderson of the Extension office. Motion carried. The estimated cost is \$3,040 for small rabbit cages, \$980 for large rabbit/poultry cages, and \$245 for turkey/duck cages for a total estimated cost of \$4,265. Motion carried.

Lock made a motion, seconded by Hofmeister, that county keys can only be reproduced by personnel in the administration office. Keys will be stamped with "No Duplication" and identified. Motion carried.

Stern recommended tabling the discussion on the sick leave and vacation carryover until department heads and the administrator address the issue and recommend an update to the personnel policy to the board. All recommendations for changes to the personnel policy are to be presented to the board by February 28<sup>th</sup>.

The board met with Darlene Carpio, representative from Senator Gardner's office. She gave an update on the legislative activities of Senator Gardner.

The board met with Phillips County Economic Development Executive Director Trisha Herman. She discussed some of the housing grants she is working on for Phillips County. Herman asked the board for their support.

Lock made a motion, seconded by Hofmeister, to contribute up to \$2,000 to the Phillips County Economic Development Housing Needs Assessment Grant. Motion carried.

The board met with County Assessor Deputy Toby Thompson to review the 2019 Colorado Parks and Wildlife Impact Assistance Grant Application for reimbursement of taxes on CPW held land in Phillips County.

Hofmeister made a motion, seconded by Lock, to hire Patrick Mitchell as Administrative Clerk. Mitchell will be placed on GN Grade 16 step 2 at a base annual pay of \$25,181.42 plus additional pay of \$6,288 for a net pay of \$31,469.42, (\$2,622.45 per month) effective January 28, 2019. Motion carried.

Lock made a motion, seconded by Hofmeister, to approve the changes of CCOERA's definition of employee to read 9 months per year and 20 hours per week. Motion carried.

The board met with Brooke Dirks representing the NRA. The board approved NRA's request to sell alcohol at its event on March 23<sup>rd</sup> as long as a special event permit is obtained from the City of Holyoke and liquor liability insurance and the required alcohol damage deposit are provided. Consumption will be limited to the Heginbotham Hall and the Bieseimer Room.

The board met with Landfill Manager Bill Andrews and Road and Bridge Supervisor Mike Salyards. Andrews discussed the cost increase for processed wood disposal in Sedgwick County and the cost to the county to transport wood to Sedgwick County.

Lock made a motion, seconded by Hofmeister, to raise the fee on received processed wood to \$50 per ton effective, February 01, 2019. Motion carried.

The board met with Dusty Johnson, from Representative Ken Buck's office. She gave an update on the legislative activities of Representative Buck.

The board reviewed the following reports:

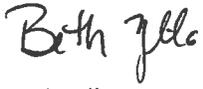
- Letter from Haxtun-Fleming Herald regarding open meetings
- Event Center rentals:
- December 2018 revenue report
- December 2018 expense report

- December 2018 cash transactions

Meeting regular meeting adjourned at 11:56 am.

The board meet with the Department of Human Services Director Penny Verhoeff at 1:00 pm. The minutes from this portion of the meeting are maintained by DHS.

Respectfully submitted



Beth Zilla  
County Clerk

County Commissioners



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Terry L Hofmeister



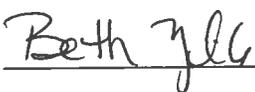
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Donald J Logg



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Harlan Stern

Attest: 

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Beth Zilla, County Clerk