

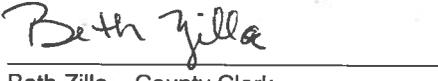
PHILLIPS COUNTY MEETING MINUTES

Meeting/Project Name:	Phillips County Board of County Commissioners		
Date of Meeting:	August 19, 2019	Time:	9:00 am
Minutes Prepared By:	Beth Zilla	Location:	Commissioners' meeting room
1. Meeting Objective			
Accounts Payable			
2. Attendees:			
Commissioners: Harlan Stern, Chair Don Lock Terry Hofmeister County officials/personnel: Pamela Jensen - Administrator Beth Zilla – County Clerk Pat Mitchell-Administration Assistant Penny Verhoeff-Department of Human Services Public: Kayla Kafka-Fair board President Dennis Kaan-CSU Extension Agent William L. Nobles-CSU Extension Agent Deonna Johnston-CSU Extension Agent Candidate Britny Lewton-District Attorney			
3. Revisions to agenda:			
None			
4. Consent Agenda Items:			
<ul style="list-style-type: none"> • August 09, 2019 meeting minutes • Event Center Rental • Invoice List • Cash Flow • Mobil Food Bank <p>Lock moved to accept the Consent Agenda as presented. Hofmeister seconded, and the motion carried.</p>			
5. Minutes / Action Items:			
<ul style="list-style-type: none"> • Assessor Doug Kamery updated the Board that Naomi Newman's lease equipment will NOT be taxed in 2019. It is self-reported by lease. • Pat Mitchell updated the Board on the status of the GoKeyless door locking system at the Pavilion. Individual remote access codes will be used by renters that use the Pavilion, and as such Deanna Webster will need remote access to a laptop that will be staged in Pavilion. Hofmeister moved to approve the request to purchase a laptop or tablet for the BOC Pavilion to enable remote access to the GoKeyless system, at an approximate cost of \$500. Lock seconded, and the motion carried. • Pam Jensen to contact Joe Belm and inform him that each year his company needs to obtain a new liquor license through the City of Holyoke. Past years Belm has obtained the license through the Phillips County Fair Board. • Kayla Kafka met with the Board to discuss the updated Phillips County Fair Board By-laws. Hofmeister moved to approve the revised Fair Board By-laws effective August 19, 2019. Lock seconded, and the motion carried. • County DA Brittany Lewton requested a 2% increase, at approximately \$2500 more per year with a start date of September 1, 2019. No decision was made. • Dennis Kaan and William Nobles introduced, and discussion was held with the newly hired Phillips County Extension Agent, Deonna Johnston. Also discussed was whether two employees were needed to handle the Extension and 4-H work, and the general structure of the office. Finally, the February 2005 MOU was reviewed and discussed. Kaan acknowledge that the current MOU needed to be updated and he would proceed to draft another in 2019-2020. • Jensen assigned to research what other counties have for private insurance, and to contact CTSI about both the current insurance policy and action to be taken in the event an incident occurs. • Jensen assigned to research Commissioners salary at date of elected, calculating the 0.6 FTE rate. • Board discussed the possibility of a new building at the Fairgrounds that Phillips County Road & Bridge and Maintenance departments will share. Also indicated was that more land will have to be purchased. • Dan Wahl, Mitchell and Jensen assigned to have RV expansion proposal including costs and layout developed by September 17 for the Department Budget meeting. • Lock moved to approve the request from the Office of Emergency Management to pursue grants awarded for the purchase of a projector and screen for the Event Center Biesemeier Room, and chairs for the Emergency Operation Center. Phillips County will (be) matching amounts of \$4,000 and \$887.50 respectively. Hofmeister seconded and the motion carried. • Board reviewed a comparison spreadsheet of surrounding facilities rates vs. Phillips County BOC Pavilion and Event Center rental fees as well as Harvest Park's camping fees. Lock moved to approve the proposal for rate increases for BOC Pavilion rental, Event Center rental, and Harvest Park camping fees effective September 1, 2019. Hofmeister seconded, and the motion carried. • Proactively the Phillips County Inclement Weather Policy was reviewed by the Board. • Jensen and Commissioners discussed and completed the Eastern TPR Corridor Survey and submitted. • Meeting adjourned at 2:35 pm. <p>Next meeting August 30, 2019</p>			

County Commissioners:


Harlan Stern

Attest:


Beth Zilla – County Clerk


Donald J. Lock


Terry J. Hofmeister