

PHILLIPS COUNTY MEETING MINUTES


Meeting/Project Name:	Phillips County Board of County Commissioners		
Date of Meeting:	November 19, 2019	Time:	9:00 am
Minutes Prepared By:	Laura L Schroetlin	Location:	Commissioners' meeting room
1. Meeting Objective			
Mid-month			
2. Attendees			
<p>Commissioners: Harlan Stern, Chair, Don Lock & Terry Hofmeister</p> <p>County officials/personnel: Pamela Jensen – Administrator, Bill Andrews – Landfill Manager, Kenny Gaskill – Communications Director, Kerri Doleshall – W&P Manager, Dan Waln – Maintenance Manager, Laura Schroetlin – Deputy Recorder</p> <p>Public: Penny Verhoeff, Kayla Kafka (BECAUSE). Pete Spelts</p>			
3. Revisions to agenda:			
Maverick Steel final invoice for pavilion fans			
4. Consent Agenda Items			
<ul style="list-style-type: none">BOCC 11/7/19 meeting minutesAP invoice listEvent Center rentalsMobile Food Pantry reportOctober TV log <p>Hofmeister moved to accept the Consent Agenda. Lock seconded and the motion carried. The 2020 County holiday schedule was moved to new business.</p>			
5. Reports/Discussion Items			
<ul style="list-style-type: none">Verhoeff requested severance pay through DecemberSpelts recommended looking into a spray-on foam product to mitigate condensation issues in the BOC Pavilion - Jensen will contact the company he recommendedWaln reported that an estimate of \$900 - \$1,000 (installed) had been received to add window screens to the BOC Pavilion concession standLandfill report<ul style="list-style-type: none">No violations were cited in the recently conducted state inspectionHazardous waste training recognition will be scheduled soon for employee Leroy MorrisonApproximately 1,534T of processed wood needs to be hauled to JulesburgNo negative feedback had been received regarding the recent fee increaseJensen reported that the Landfill gravel pit boundary marker adjacent to the Landfill is missing. Andrews will consult with Mike Salyards, Road ManagerWeed & Pest Report<ul style="list-style-type: none">Weed Board meeting tentatively set for December 19thOut of 57 invoices sent for services (\$15,884 total), \$6,099 remains outstanding - Doleshall anticipates no problem collecting the balance as the bulk of that figure is due from county departmentsCPR training is a component of the upcoming installation of AEDs in county buildings and vehicles – the county will need to identify a cost-effective training option as this will have to be done annually – Doleshall is working on a department participation listA state noxious weed grant (50% match) is being pursued for 2020A \$200 annual membership to the Palisade Insectary provides free biological controls to the countyDoleshall asked for permission to work an alternative schedule to accommodate possible periodic care needs for his new grandchild - permission was granted as long as 40 hours are worked each weekJensen reported that she has nothing new to report regarding the Omimex pumping station odor issue			
5. Action Items			
<ul style="list-style-type: none">Hofmeister made a motion to approve the request from the BECAUSE organization to sell alcohol at their fundraising event on December 31st, as long as they obtain a special event permit from the City of Holyoke, provide alcohol liability insurance, and the additional required alcohol deposits. Lock seconded and the motion carried.Lock made a motion to approve final payment to Maverick Steel for the BOC Pavilion ceiling fans in the amount of \$8,192. Hofmeister seconded and the motion carried. Waln reported that all issues have been corrected.			

- Stern made a motion to approve a quote from TriTech Software Systems for services to upgrade the 911 system at the Phillips County Communication Center in the amount of \$3,192. Lock seconded and the motion carried.
- Lock moved to approve the purchase of an additional panel trailer for the BOC Pavilion from Plumb Welding for \$2,000. Stern seconded and the motion carried. This is the third of three trailers purchased from Plumb.
- Lock made a motion to approve a bid from Fetzer Electric for \$1,400 to move lighting controls for the BOC Pavilion outside the electrical room. Hofmeister seconded and the motion carried.
- Lock made a motion to give Penny Verhoeff one month of severance pay (\$4,516.90) to be paid out with November payroll. Hofmeister seconded and the motion carried.
- Hofmeister made a motion to give Ann McConnel one month of severance pay (\$3,521.98) to be paid out with November payroll. Lock seconded and the motion carried.
- Lock made a motion to approve the Department of Human Services (DHS) request to move Tiffany Watson to HS 67-8 (\$44,454.71 annually, \$3,704.56 monthly) effective November 1, 2019. Hofmeister seconded and the motion carried. She received a satisfactory performance appraisal.
- Hofmeister made a motion to approve Jensen's request to reclassify Ana Olivas from Administrative Assistant to Administrative Assistant/Interpreter, moving her to HS 60-1 (\$32,395.01 annually, \$2,699.58 monthly), effective December 1, 2019. Lock seconded and the motion carried.
- Hofmeister moved to appoint Lori Lundgren as DHS interim director and move her to HS 80-1 (\$4,088.95 monthly), effective November 15, 2019. Lock seconded and the motion carried. This is a non-exempt position. When the director position is filled, Lundgren will be placed on HS 73-5 (\$46,793.71 annually, \$3,899.48 monthly) per the scheduled December 1st step increase.
- Having successfully completed her 6-month introductory period, Lock made a motion to move Jensen to GN 43-2 (\$56,807.83 annually, \$4,733.99 monthly), effective November 10, 2019. Lock seconded and the motion carried. She received a satisfactory performance appraisal.
- Lock moved to conditionally approve the Roadway Occupancy Agreement submitted by Viaero Fiber Networks for burial of fiber optic cable
 - 21,500' along Co Rd 43 from Section 34-6-44 to Section 33-6-44
 - 10,065' along Co Rd 10 from Section 12-6-44 to Section 10-6-44
 - 5,420' along Co Rd 20 from Section 20-7-44 to Section 19-7-44
 - 1,515' along Co Rd 37 from Section 19-7-44 to Section 18-7-44
 Stern seconded and the motion carried. Final approval is based on receiving a satisfactory inspection of the completed work from Road Manager Salyards.
- Lock moved to approve a revised ACH authorization schedule with First Pioneer National Bank. Stern seconded and the motion carried.
- After discussion regarding the July 4th holiday, Lock moved to accept the 2020 Holiday schedule as presented. Hofmeister seconded and the motion carried.

Meeting adjourned at 11:42

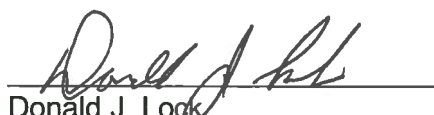
Next meeting November 26, 2019

County Commissioners:


Harlan Stern

Attest:


Beth Zilla – County Clerk


Donald J. Lock


Terry L. Hofmeister