

*Phillips County Commissioner*  
*Meeting Minutes*  
*August 7, 2020*

The board held a work session with Road and Bridge Supervisor Mike Salyards and Courthouse Maintenance Supervisor Steve Seuss.

**Call to order**

Chairman Hofmeister called to order the regular meeting of the Phillip County Commissioners at 9:00 A.M.

**Attendees**

Chairman Terry Hofmeister, Commissioners Don Lock and Harlan Stern, County Administrator Pam Jensen and County Clerk Beth Zilla, Commissioner candidate Garold Roberts, CSU 4-H Agent Jessie Stewart, Phillips County Economic Development Director Trisha Herman, Human Services Director Lori Lundgren, and Victims' Advocate Kelley Sullivan.

**Approval of Minutes and Consent Agenda**

Stern made a motion to approve the Consent Agenda as presented. Lock seconded the motion. Motion carried.

Lock made a motion to approve the minutes from the July 31, 2020 meeting as presented. Stern seconded the motion. Motion carried.

**Appointments**

The board met with CSU 4-H Agent Jessie Stewart. She gave a recap of the Phillips County Fair. Stewart shared about some Cloverbud kits that she assembled for the kids to do at home. She is preparing for State fair and she and Deona Johnston (CSU Extension Agent) will both be attending and taking the local projects from fair. Stewart said that the State fair is closed to the public.

Lock made a motion to become the Department of Human Services at 10:13 A.M. Stern seconded the motion. Motion carried. The minutes from this portion of the meeting will be maintained by the Department of Human Services.

The board met with Victims' Advocate Kelley Sullivan to discuss her reclassification proposal. She is proposing to be reclassified to GN40 Grade 20 beginning January 2021. She stated this can be done without increasing the county-paid portion as the increase can be absorbed in the VOCA and VALE grants. VOCA's percentage of her salary will be 50%, VALE 32% and Phillips County 18%.

The board met with Phillips County Economic Development Director Trisha Herman. She updated the board on COVID-19 programs. Herman recapped the daycare grant that she is currently working on. She is working with Julia Bieseimeier in Haxtun on the Heifer Authority Farm Labor Housing Project. Herman noted that the Holyoke School District was awarded \$160,000.00 as part of Phase 1 of the Homegrown Talent Initiative.

**Old Business**

None

**New Business/Motions**

Lock made a motion to approve the request from Kelley Sullivan to reclassify the Victim’s Advocate position to GN40 Grade 20 (annual salary range of \$36,248.77 - \$44,081.39) and to place Sullivan on GN40 20-3 effective January 1, 2021.

Lock made a motion to approve the amendment to the ambulance service license for East Phillips County to add Jay Weatherspoon, Joseph Cliffard, Erica Long, and Abraham Garcia as drivers. Stern seconded the motion. Motion carried.

Stern made a motion to accept the letter of engagement submitted by rfarmer, llc to provide audit services for Phillips County for the fiscal year ending December 2020 for a fee not to exceed \$18,540. Lock seconded the motion. Motion carried.

The board reviewed rental fees for the fairgrounds and courthouse square and will revisit again next meeting after more prices are obtained from surrounding counties.

Lock made a motion to raise the rate paid to gravel pit landowners to .50/cubic yard, effective September 01, 2020. Stern seconded the motion. Motion carried.

The board considered the Pheasants Forever request to sell alcohol at its event on November 14th. The board approved the use 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 Biesemeier Room.

**Adjournment**

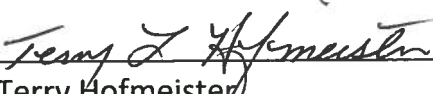
Chairman Hofmeister adjourned the meeting at 12:04 P.M.

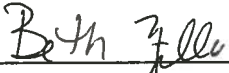
Minutes submitted by County Clerk Beth Zilla

Next meeting has been rescheduled from August 18, 2020 to August 21, 2020

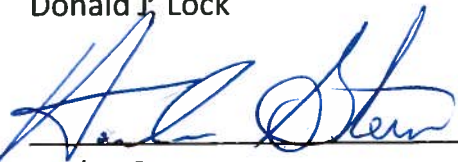
County Commissioners:

Attest:

  
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Terry Hofmeister

  
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Beth Zilla – County Clerk

  
\_\_\_\_\_  
Donald J. Lock

  
\_\_\_\_\_  
Harlan Stern