

*Phillips County Commissioner
Meeting Minutes
December 8, 2020*

Prior to the meeting the board held a budget work session with Budget Officer Laura Schroetlin.

Call to order

Chairman Terry Hofmeister called to order the regular meeting of the Phillips County Commissioners at 9:00 A.M. on December 8, 2020 at the Phillips County Event Center in the Biesemeier Room.

Attendees

Chairman Terry Hofmeister, Commissioners Don Lock and Harlan Stern, County Administrator Pam Jensen and County Clerk Beth Zilla, Commissioners-Elect Garold Roberts and Tom Timm, County Budget Officer Laura Schroetlin, Road and Bridge Manager Mike Salyards, Assistant Road and Bridge Manager Kevin Scott, Yuma County Road and Bridge Foreman Tom Andersen and Justin Lorimer, County CDL Tester Gerald Whipple.

Additions to the Agenda

Appointments:

Road & Bridge Manager Mike Salyards and Yuma County Road Foreman Tom Andersen
Phillips County CDL tester Gerald Whipple
County Clerk Beth Zilla

Approval of Minutes and Consent Agenda

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

Lock made a motion to approve the minutes from the November 25, 2020 meeting as presented. Stern seconded the motion. Motion carried.

Appointments

Chairman Hofmeister called for the 2021 Budget Hearing to be opened at 10:00 a.m.

As there were no public comments or members from the public in attendance, Chairman Hofmeister called for the 2021 Budget Hearing to be closed at 10:15.

The board met with Road and Bridge Manager Mike Salyards and Assistant Manager Kevin Scott, and from the Yuma County Road and Bridge Department Tom Andersen and Justin Lorimer. Andersen and Lorimer would like to change maintenance responsibilities on specific border county roads. Yuma County and Phillips County Road crews will discuss the roads in question and make a plan to be submitted to each Board of County Commissioners for their consideration and approval.

The board met with CDL Tester Gerald Whipple to discuss the renewing of his contract.

Old Business

The board decided to re-open the public restrooms at the Courthouse Square.

The board discussed the odor issues with Omimex. The board would like more information from Omimex and to reschedule a meeting with Omimex and Newmans.

The board discussed the remaining funds from the COVID Grants.

New Business/Motions

Lock made a motion to adopt the four (4) following 2021 budget resolutions:

RESOLUTION TO SET MILL LEVIES

A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2020 ASSESSMENT YEAR PAYABLE IN 2021 TO HELP DEFRAID THE COSTS OF GOVERNMENT FOR THE COUNTY OF PHILLIPS, COLORADO, FOR THE 2021 BUDGET YEAR.

WHEREAS, the Board of County Commissioners of the County of Phillips has adopted the annual budget in accordance with the Local Government Budget Law, on December 8, 2020 and;

WHEREAS, the amount of money necessary to balance the budget for general operating purposes (General Fund) is \$2,102,995, and;

WHEREAS, the amount of money necessary to balance the budget for Road & Bridge Fund is \$414,717 and;

WHEREAS, the amount of money necessary to balance the budget for Human Services Fund is \$156,867, and;

WHEREAS, the amount of money necessary to balance the budget for Capital Expenditure Fund is \$98,042 and;

WHEREAS, the 2020 valuation for assessment for the County of Phillips as certified by the County Assessor is \$98,041,740.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF PHILLIPS, COLORADO:

Section 1. That for the purpose of meeting all operating expenses of County of Phillips during the 2021 budget year, there is hereby levied a tax of 28.28 mills upon each dollar of the total valuation for assessment of all taxable property within the County in 2020.

The details of the above tax levies are as follows:

| <u>FUND</u> | <u>MILL LEVY</u> |
|---------------------|------------------|
| General | 21.45 |
| Road and Bridge | 4.23 |
| Human Services | 1.60 |
| Capital Expenditure | <u>1.00</u> |
| Total levy | 28.28 |

Section 2. That the Budget Officer is hereby authorized and directed to immediately certify to the County Commissioners of Phillips County, Colorado the mill levies for the COUNTY OF PHILLIPS as herein above determined and set, but as recalculated as needed upon receipt of the final (December) certification of valuation from the county assessor in order to comply with any applicable revenue and other budgetary limits

RESOLUTION TO ADOPT BUDGET

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND, AND ADOPTING A BUDGET FOR THE COUNTY OF PHILLIPS, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST OF JANUARY 2021, AND ENDING ON THE LAST DAY OF DECEMBER 2021.

WHEREAS, the Board of County Commissioners of Phillips County has appointed Laura L. Schroetlin, Deputy Administrator, to prepare and submit a proposed budget to said governing body on December 8, 2020 for its consideration; and

WHEREAS, Laura L. Schroetlin, Budget Officer, has submitted a proposed budget to this governing body on December 8, 2020, for its consideration, and;

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on December 8, 2020, and interested taxpayers were given the opportunity to file or register any objections to said proposed budget, and

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues or planned to be expended from reserves/fund balances so that the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF PHILLIPS, COLORADO:

Section 1. That estimated expenditures for each fund are as follows:

| | |
|-----------------------------------|-------------|
| GENERAL FUND | \$3,858,819 |
| ROAD AND BRIDGE FUND | \$2,072,808 |
| HUMAN SERVICES FUND | \$ 519,267 |
| CAPITAL EXPENDITURE FUND | \$ 435,405 |
| CONSERVATION TRUST FUND | \$ 20,000 |
| CONTINGENCY FUND | \$ 174,982 |
| AMBULANCE FUND – NOT COUNTY FUNDS | \$ 61,021 |
| UNEMPLOYMENT FUND – TRUST FUND | \$ 30,977 |
| E911 FUND – NOT A COUNTY FUND | \$ 76,482 |
| ECONOMIC DEVELOPMENT FUND | \$ 68,148 |

Section 2. That estimated revenues for each fund are as follows:

GENERAL FUND

| | |
|--|--------------------|
| From unappropriated surpluses | \$1,205,406 |
| From sources other than general property tax | \$1,580,731 |
| From the general property tax levy | <u>\$2,102,995</u> |
| Total General Fund | \$4,889,132 |

ROAD AND BRIDGE FUND

| | |
|--|-------------------|
| From unappropriated surpluses | \$1,642,256 |
| From sources other than general property tax | \$1,330,500 |
| From the general property tax levy | <u>\$ 414,717</u> |
| Total Road and Bridge Fund | \$3,387,473 |

HUMAN SERVICES FUND

| | |
|--|------------------|
| From unappropriated surpluses | \$ 76,031 |
| From sources other than general property tax | \$412,270 |
| From the general property tax levy | <u>\$156,867</u> |
| Total Human Services Fund | \$645,168 |

CAPITAL EXPENDITURE FUND

| | |
|--|------------------|
| From unappropriated surpluses | \$395,545 |
| From sources other than general property tax | \$295,893 |
| From the general property tax levy | <u>\$ 98,042</u> |
| Total Capital Expenditure Fund | \$789,480 |

CONSERVATION TRUST FUND

| | |
|--|-------------|
| From unappropriated surpluses | \$10,107 |
| From sources other than general property tax | \$10,000 |
| From the general property tax levy | <u>\$ 0</u> |
| Total Conservation Trust Fund | \$20,107 |

AMBULANCE FUND

| | |
|--|-------------|
| From unappropriated surpluses | \$44,821 |
| From sources other than general property tax | \$16,200 |
| From the general property tax levy | <u>\$ 0</u> |
| Total Ambulance Fund | \$61,021 |

UNEMPLOYMENT FUND

| | |
|--|-------------|
| From unappropriated surpluses | \$30,977 |
| From sources other than general property tax | \$ 0 |
| From the general property tax levy | <u>\$ 0</u> |
| Total Unemployment Fund | \$30,977 |

E911 FUND

| | |
|--|-------------|
| From unappropriated surpluses | \$ 96,206 |
| From sources other than general property tax | \$116,160 |
| From the general property tax levy | <u>\$ 0</u> |
| Total E911 Fund | \$212,366 |

ECONOMIC DEVELOPMENT FUND

| | |
|--|-------------|
| From unappropriated surpluses | \$ 6,766 |
| From sources other than general property tax | \$42,648 |
| From the general property tax levy | <u>\$ 0</u> |
| Total Economic Development Fund | \$49,414 |

Section 3. That the budget submitted, and hereinabove summarized by fund, be, and the same hereby is approved and adopted as the budget of Phillips County, Colorado for the year stated above.

Section 4. That the budget hereby approved and adopted shall be signed by Board of County Commissioners of Phillips County and certified by the County Clerk and made a part of the public records of Phillips County.

RESOLUTION TO APPROPRIATE SUMS OF MONEY

A RESOLUTION APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNTS AND FOR THE PURPOSE AS SET FORTH BELOW, FOR PHILLIPS COUNTY, COLORADO, FOR THE 2021 BUDGET YEAR.

WHEREAS, the Board of County Commissioners has adopted the annual budget in accordance with the Local Government Budget Law, on December 8, 2020, and;

WHEREAS, the Board of County Commissioners has made provision therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget, and;

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, so as not to impair the operations of the County.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of the County of Phillips, Colorado:

Section 1. That the following sums are hereby appropriated from the revenue of each fund, to each fund, for purposes stated:

| | |
|--------------------------|--------------|
| GENERAL FUND | \$ 3,858,819 |
| ROAD AND BRIDGE FUND | \$ 2,072,808 |
| HUMAN SERVICES FUND | \$ 519,267 |
| CAPITAL EXPENDITURE FUND | \$ 435,405 |
| CONSERVATION TRUST FUND | \$ 20,000 |
| CONTINGENCY FUND | \$ 174,982 |
| AMBULANCE FUND | \$ 61,021 |
| UNEMPLOYMENT FUND | \$ 30,977 |
| E911 FUND | \$ 76,482 |
| ECONOMIC DEVELOPMENT | \$ 68,148 |
| TOTAL ALL FUNDS | \$7,317,909 |

RESOLUTION FOR THE 3% RESERVE

WHEREAS, the people of the State of Colorado adopted the Tabor Act in 1992, also known as Amendment #1, which amended the Colorado State Constitution, and

WHEREAS, the County is required to have a 3% reserve for 2021 and

THEREFORE, since It is the intent to comply with the Tabor Act also known as Amendment #1, the Phillips County Commissioners declare that the monies currently unrestricted in county fund balances will be used to meet the County's 3% reserve requirement in accordance with TABOR requirements.

Stern seconded the motion and the motion carried.

Lock made a motion to approve the renewal of the CDL tester contract with Gerald Whipple.
Stern seconded the motion. Motion carried.

Lock made a motion to approve the request from Road and Bridge Manager Mike Salyards to move John Sagehorn to RB Grade 16 Step 7 (\$38,800.82 annually, \$3,233.40 monthly), effective December 01, 2020. Stern seconded the motion. Motion carried.

Stern made a motion to approve the request from Road and Bridge Manager Mike Salyards to move Rick Hinck to RB Grade 19 Step 9 (\$43,347.55 annually, \$3,612.30 monthly), effective December 09, 2020. Stern seconded the motion. Motion carried.

Lock made a motion to approve the request from Road and Bridge Manager Mike Salyards to move Martin Bornhoft to RB Grade 16 Step 4 (\$36,092.75 annually, \$3,007.73 monthly), effective December 11, 2020. Stern seconded the motion. Motion carried.

Adjournment

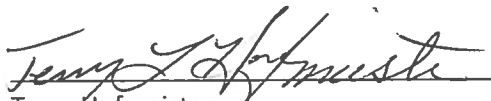
Chairman Hofmeister adjourned the meeting at 11:38 A.M.

Minutes submitted by County Clerk Beth Zilla.

Next meeting is scheduled for December 18, 2020.

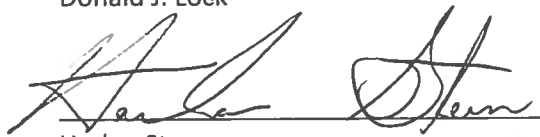
County Commissioners:

Attest:


Terry Hofmeister


Beth Zilla - County Clerk


Donald J. Lock


Harlan Stern