

# PHILLIPS COUNTY MEETING MINUTES

<b>Meeting/Project Name:</b>	Board of County Commissioners		
<b>Date of Meeting:</b>	December 31, 2020	<b>Time:</b>	9:10 am – 12:05 pm
<b>Minutes Prepared By:</b>	Pam Jensen, County Administrator	<b>Location:</b>	Phillips County Event Center, Biesemeier Room
<b>1. Meeting Objective</b>			
Thrice monthly meeting, payroll			
<b>2. Attendees</b>			
Commissioner Terry Hofmeister, Chairman Commissioner Donald Lock Commissioner Harlan Stern In-coming Commissioner Garold Roberts In-coming Commissioner Tom Timm County Administrator, Pam Jensen			
<b>3. Call to Order / Additions to the Agenda</b>			
<ul style="list-style-type: none"> <li>• Chairman Terry Hofmeister called the meeting to order at 9:10 am.</li> <li>• Following are additions to the agenda: <ul style="list-style-type: none"> <li>○ Discuss Joe Bellm’s 2021 racing contract</li> <li>○ Discuss three more small business grants</li> </ul> </li> </ul>			
<b>4. Approval of Minutes &amp; Consent Agenda</b>			
<ul style="list-style-type: none"> <li>• Commissioner Don Lock made a motion to approve the Consent Agenda. Commissioner Harlan Stern seconded, and the motion carried.</li> <li>• Stern moved to accept the BOCC minutes from December 18, 2020 meeting. Lock seconded, and the motion carried.</li> </ul>			
<b>5. Appointments</b>			
<ul style="list-style-type: none"> <li>• Board of County Commissioners (BOCC) reviewed and discussed December’s press release with Andrew Nygaard from Holyoke Enterprise.</li> <li>• BOCC met with Holyoke Recreation Director Victoria Dunker to discuss Showdown on the Plains event <ul style="list-style-type: none"> <li>○ Event will be held January 30-31, 2021 at the BOC Pavilion.</li> <li>○ Jackpot will be like 4-H Fair cattle showing. Heifers on January 30 and steers on January 31.</li> <li>○ BOCC approved event with set up and take down on January 28 and 29, and February 1.</li> <li>○ This will be the first time, first debut in Phillips County.</li> <li>○ Dunker expecting 300 head of cattle, which was stated is twice what the Fair draws.</li> <li>○ Dunker requested help moving fencing panels. Carrie Anderson will contact the Livestock Committee regarding moving of pens and usage.</li> <li>○ Dunker requested and BOCC approved pickups and trailers can be parked in Harvest Park camping area.</li> <li>○ Heaters allowed.</li> <li>○ Bedding wood chips only, no straw.</li> <li>○ BOCC requesting extra roll offs, one for trash and one for manure disposal.</li> <li>○ BOCC agreed that the group renting will keep track of Harvest Park camping and/or horse stall usage and funds.</li> <li>○ Extra janitorial staff member will be funded through CVRF DOLA Reserve funds.</li> <li>○ Anderson will track County Maintenance employees’ hours and submit back to BOCC to review.</li> <li>○ The Rodeo Bible Camp will oversee the Concession area.</li> <li>○ Lock moved to rent the BOC Pavilion at \$1,500 for 5 days, which is the nonprofit rate. Stern seconded, and the motion carried.</li> </ul> </li> </ul>			
<b>6. Old Business</b>			
<ul style="list-style-type: none"> <li>• Discussed Families First (Federal COVID leave plan) which is extended until March 31, 2021. <ul style="list-style-type: none"> <li>○ Lock moved that if after March 31, Families First is not extended, the BOCC will approve 40 hours Administrative time off per County employee for COVID isolation or quarantine. Additionally, this policy can be reviewed by the BOCC at any time. Hofmeister seconded, and the motion carried.</li> </ul> </li> </ul>			
<b>7. New Business</b>			
<ul style="list-style-type: none"> <li>• Starting January 1, 2021 Anderson will assume all the rental duties for the BOC Pavilion.</li> <li>• Annually BOCC reviewed and approved the County’s Purchasing Policy.</li> <li>• Phillips County hiring OEM Manager to replace Bob Heldenbrand was discussed <ul style="list-style-type: none"> <li>○ Discussed if position should be part or full time, contract or employee. BOCC will table decision and negotiate with new OEM Manager.</li> <li>○ Discussed candidates Heldenbrand recommended.</li> <li>○ BOCC discussed short term contract with Heldenbrand acting as interim OEM Manager from January 1-10, 2021, prior to Heldenbrand’s first day at his new position, and assisting in the training of the new OEM Manager. <ul style="list-style-type: none"> <li>▪ Heldenbrand will discuss proposal with his immediate supervisor, Kevin Kuretich, and notify BOCC.</li> </ul> </li> </ul> </li> </ul>			


- If accepted, Heldenbrand will receive one month's salary.
  - Heldenbrand recommended to BOCC that OEM department should have a dedicated County vehicle.
- BOCC reviewed Ambulance Service License Amendment adding Dennis Jelden to the East Phillips County Ambulance license. Stern moved to accept the request. Lock seconded, and the motion carried.
- BOCC reviewed and signed Joe Bellm's B&B Investments Co, LLC dba PCR Phillips County Raceway's 2021 contract.
- CVRF DOLA grant #CM102, funded small business grant's checks which were signed by the BOCC.
  - Three other applications pending and BOCC requested that the Committee review first and present recommendation to BOCC.

**8. Adjournment**

- Hofmeister adjourned the meeting at 12:05 pm
- Next meeting scheduled for January 8, 2021

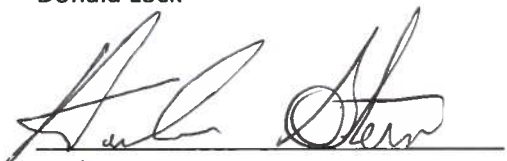
Phillips County Commissioners:

Attest:

  
 Terry Hofmeister, Chairman

  
 Beth Zilla, County Clerk

  
 Donald Lock

  
 Harlan Stern