

Phillips County Commissioner Meeting

April 19, 2019

The board held a work session with County Road and Bridge Manager Mike Salyards and Assistant Manager Kevin Scott to discuss department items. Salyards noted the roads built with crushed concrete are holding up well.

Chairman Harlan Stern called the meeting to order at 9:01AM. and opened with the Pledge of Allegiance. Also present were Commissioners Don Lock and Terry Hofmeister, and Interim County Administrator Laura Schroetlin.

Lock made a motion, seconded by Hofmeister, to approve the minutes from the April 9, 2019 meeting as presented. Motion carried.

The board approved a March accounts payable batch.

The board met with M Pureco regarding an event scheduled for May 31st at the Event Center. They plan to service alcohol. The board approved the use as long as the alcohol liability insurance is obtained, and the alcohol damage deposit is paid.

The board met with Jenny Andrade and Luis Pahua regarding an event scheduled for June 7th at the Event Center. The board approved the use as long as the alcohol liability insurance is obtained, and the alcohol damage deposit is paid.

Region One Translator Association board members (Rich Starkebaum, Stan Shafer, and alternate Dean Wingfield) and Ed Lake from RF Systems LLC met with the board to discuss the transition from Randy Schafer as the contact responsible for financial activities. Schroetlin will take over those duties in the short term until the new county administrator position is permanently filled at which time the issue will be revisited.

Landfill Manager Bill Andrews met with the commissioners to report on the final cost for the baler repair -\$60,605. Andrews stated that glass is the main culprit in degrading the equipment. He requested that the commissioners consider an adding an annual budget transfer of \$8000 into a separate capital repair fund so the next repair (approximately eight years) will be fully funded. Schroetlin will research the feasibility of this option.

Andrews stated that the citywide cleanup days are scheduled, and the countywide cleanup days are slated for May 31st and June 1st. He said he is in contact with the state to see if it is requiring the county to install the 4th monitoring well this year, as that cost was not included in the 2019 budget. He will report his findings back to the board.

Denise Smith presented her proposal for the brand wall project. She brought samples of her work, one on wood and one on leather. The consensus of the commissioners was that the leather was more appropriate for the pavilion. She proposed etching the brand and owner label on a 10x10 piece of leather at a cost of \$65 each which would include framing. By consensus the board approved the leather proposal and directed Schroetlin to prepare a contract, including a completion date.

Fair Board President Kayla Kafka met with the commissioners to discuss the upcoming fair and other issues. The fair board is recommending that all 4-H groups be allowed to submit a proposal, using the guidelines and restrictions set by the fair board, for use of the BOC pavilion kitchen during fair. The fair board would choose the winning proposal and review the guidelines with the club sponsor. This arrangement would only stand the week of fair. Kafka asked if the arena could get watered now as it is getting pretty dusty. It was mentioned that the rig with water cannot be used until the danger of freezing is past as it is not stored in a heated facility. She asked if the donor wall will be completed by fair, the commissioners indicated that is their plan. Randy Schafer had indicated earlier to her and to Maintenance Supervisor Dan Waln that prisoners from the Sterling Correctional Facility would be available for projects at the outdoor arena. Schroetlin will confirm this with program coordinator Doug Reimenschneider. The fair board has been approached by the Credit Union about the possibility of placing a temporary ATM at the fairgrounds during the fair; Kafka will bring back more information.

Todd Jelle from TJ D-Signs and Brian Gales from Bank of Colorado met with the board to discuss the BOC Pavilion outside signage and banners. Lock made a motion, seconded by Hofmeister, that the county would pay to hang the BOC banners (approximately \$800) and pay ½ the cost of the outside signs, not to exceed \$2,750 (which would include labor). Motion carried.

Jelle discussed ideas for the Randy Schafer memorial sign which would be placed at the entrance of the fair grounds. He assured the board that he could have it install by fair time if the board approves the sign design in the next couple of weeks. The sign will be paid for by donations to the Randy Schafer memorial fund.

The board met with Phillips County Raceway promoter Joe Bellm. He noted that the alcohol license had not been submitted to the city in time for the first race. He requested that each race be advertised on the electronic Chamber sign as had been arranged with Schafer. Waln informed him that the usual water supply for the pit arena is unavailable due to water pipe issues and that another method of getting water there would be provided. Bellm was reminded that the contract states that he would prepay the \$1,000 race fee one week in advance.

The board met with Department of Human Services Director Penny Verhoeff. The minutes from this portion of the meeting are maintained by DHS.

Hofmeister made a motion, seconded by Lock, to approve the administrator position job description with the additional provision that the person would need to have a valid driver license. Motion carried.

The commissioners opened the one sealed bid received to conduct the Phillips County Housing Assessment. Hanna:Keelan Associates presented a proposal to complete the assessment within 6-months at a cost not to exceed \$18,000. Lock made a motion, seconded by Hofmeister to accept the proposal as presented. Motion carried.

Lock made a motion, seconded by Hofmeister, to accept the bid from 21st Century for a 2019 John Deere MX8 lift-type center drive rotary cutter for \$6,609.52. Motion carried. With the \$650 trade-in of the 2010 Bush Hog, the net price of the mower will be \$5,959.52.

Hofmeister made a motion, seconded by Lock, to direct Emergency Manager Bob Heldenbrand to sign the memorandum of agreement for use of a facility between Northeastern Junior College and the Phillips County Office of Emergency Management. This agreement would allow for mass sheltering at NJC if an event made that necessary.

The report on area venue rental rates will be addressed at the April 30th commissioners meeting.

Hofmeister made a motion, seconded by Lock, to accept the recommendation of the Planning Commission and approve the subdivision exemption for the sale of approximately 1 acre from David M & Susan K Salyards to Trever & Roxanne Fix, in the NW4 of Section 28-8-47. Motion carried. The purpose of this request is to clean up boundaries established in a century old survey so an exception to the 2.5 minimum acreage provision was granted.

Lock made a motion, seconded by Hofmeister, to accept the recommendation of the Planning Commission and approved the subdivision exemption for the sale of approximately 5 acres from Wm Leroy & Sharon Michael to John and Beth Zilla in the NE4 of Section 14-8-45. Motion carried.

Lock made a motion, seconded by Hofmeister, to approve the Roadway Occupancy Agreement with Krueger Enterprises for burial of a water line from Section 30-8-43 to Section 19-8-43, across County Road 30 (approximately 1,200 feet east of the intersection of County Roads 49 and 30). Motion carried.

Hofmeister made a motion, seconded by Lock to approve the request of Andrews to move landfill worker Leroy Morrison to GN40 Grade 11 Step 2, at an annual rate of \$30,028.49 (\$2,502.37 monthly), effective April 15, 2019. Motion carried. Morrison received a satisfactory performance appraisal.

Stern and Hofmeister will attend the Phillips County Economic Development annual meeting.

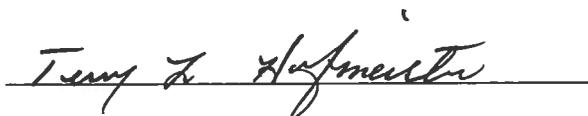
The board reviewed the following reports:

- VSO monthly
- Region One Translator
- Event Center rentals and survey

The meeting adjourned at 3:20PM.

Submitted by
Laura Schroetlin – Interim Administrator

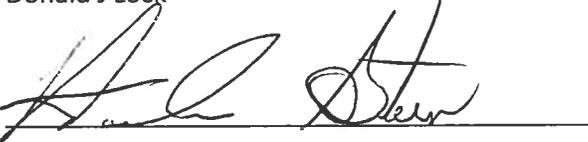
County Commissioners



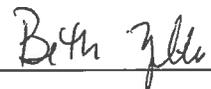
Terry L Hofmeister



Donald J Lock



Harlan Stern

Attest: 

Beth Zilla, County Clerk