

Phillips County Commissioner

Meeting Minutes

January 8, 2021

The board held a work session with County Administrator Pam Jensen to discuss COVID relief funds.

Call to order

Chairman Hofmeister called to order the regular meeting of the Phillips County Commissioners at 9:00 A.M. on January 8, 2021 at the Phillips County Event Center in the Bieseemeier room.

Meeting 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, Weed and Pest Manager Kerri Doleshall, Emergency Manager Bob Heldenbrand, Event Center Reservationist Carrie Anderson, Maintenance Supervisor Dan Waln, maintenance employee Lonny Vernon and Tim Becker with Showdown on the Plains.

Approval of Minutes and Consent Agenda

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

Lock made a motion to approve the minutes from the December 31, 2020, minutes as corrected. Stern seconded the motion. Motion carried.

Old Business

There was no old business discussed.

New Business/Motions

The board met with County Weed and Pest Supervisor Kerri Doleshall. Doleshall discussed fee changes. The board decided to table this discussion until the re-organization meeting on the 12th of January 2021.

The board met with Emergency Manager Bob Heldenbrand. The board discussed Heldenbrand's contract from January 1 to January 10, 2021. Heldenbrand said that he would be willing to serve on the interview board to find his replacement. Heldenbrand said that he would continue to keep board updated on the COVID 19 cases.

Stern made a motion to approve the contract for Interim County Emergency Manager Bob Heldenbrand. Heldenbrand will receive a compensation of \$4,472.00, plus \$65.00 to cover telephone cost. The term of said contract will be from January 01, 2021 to January 10, 2021. Lock seconded the motion. Motion carried.

The board met with Event Center Reservationist Carrie Anderson to discuss an upcoming event at the event center. Organizer of the Spring Home-Based Business is asking for a lower rental fee for their upcoming event. The board decided not to honor this request.

The board met with Showdown of the Plains Coordinator Tim Becker. Becker, County Maintenance Supervisor Dan Waln maintenance employee Lonny Vernon, Event Center Reservationist Carrie Anderson all met with the board to discuss his event on January 29-February 01, 2021.

Lock made a motion to approve the step increase for Assessor Appraiser Toby Thompson. Thompson will move to GN Grade 25, Step 7 (\$45,706.16 annually \$3,808.85 monthly), effective January 01, 2021 in addition he will continue to receive the \$1,200 annual (\$100 per month) for mapping. Stern seconded the motion. Motion carried.

Stern made a motion to approve the step increase for Accounts Payable Clerk Debbie Bennett. Bennett will move to GN Grade 24, Step 5 (\$42,716.61 annually, \$3559.72 monthly) effective January 01, 2021. Lock seconded the motion. Motion carried.

Lock made a motion to approve the step increase for Clerk Deputy Val Danielson. Danielson will move to GN 25 Step 8 (\$46,821.74 annually, \$3901.81 monthly) effective January 01, 2021. Stern seconded the motion. Motion carried.

Stern made a motion to approve the step increase for Treasurer Deputy Sheila Gift. Gift will move to GN Grade 25 Step 4 (\$34,040.48 annually, \$2,836.71), continuing the 30 hour per week permanent part-time employee schedule, effective January 01, 2021. Lock seconded the motion. Motion carried.

Lock made a motion to approve the step increase for Maintenance employee Lonny Vernon. Vernon will move to GN 40 Grade 20 Step 6 (\$42557.17 annually, \$3,546.43 monthly), effective January 01, 2021. Stern seconded the motion. Motion carried.

Stern made a motion to approve the reclassification for Victims Advocate Kelley Sullivan. Sullivan will be moved to GN40 Grade 20-3 (\$39,668.84 annually, \$3,305.74 monthly) effective January 01, 2021. Lock seconded the motion. Motion carried.

Lock made a motion to approve the step increase for Communications Clerk Paolo Mallari. Mallari has successfully completed his six- month introductory Mallari will be placed on GN40 Grade 11 Step 2 at an hourly rate of \$15.74. Stern seconded the motion. Motion carried.

Stern made a motion to reclassify Event Center Reservationist Carrie Anderson to be reclassified as a Senior Clerk and be moved to GN Grade 24 Step 1 (\$38,903.24 annually, \$3,241.94 monthly) effective January 01, 2021. Lock seconded the motion. Motion carried.

Stern made a motion to remove Dr. Dennis Jelden from the driving list of Melissa Memorial Hospital/Holyoke EMS Ambulance licensing. Lock seconded the motion. Motion carried.

Stern made a motion to renew the 2021 Holyoke Chamber Dues in the amount of \$300.00. Lock seconded the motion. Motion carried.

The board reviewed the High Plains Highway annual report.

Lock made a motion to approve Resolution 2021-01 to authorize Commissioners-Elect Garold Roberts and Tom Timm as signers on the Phillips County Imprest account #300817921 at First Pioneer National Bank, per Colorado Revised Statute 30-25-110, and that Commissioners Donald Lock and Harlan Stern be removed from said account. Stern seconded the motion. Motion carried.

WHEREAS, pursuant to Colorado Revised Statutes, Section 30-25-110, any County Commissioner serving on the current Board is authorized to sign any and all County checks, drafts or other orders with respect to County funds; and

WHEREAS, Garold E. Roberts and Tom Timm, newly elected Commissioners are authorized to sign for and on behalf of the County any and all checks, drafts or other orders with respect to County funds; and

WHEREAS, the Board of County Commissioners authorize Beth Zilla, the County Clerk and Recorder to attest to all County checks.

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Phillips County Colorado, that the designated signers are authorized to transact any and all other business with local banking institutions deemed by the designated Board to be reasonable and advisable except the borrowing of money or the obtaining of credit in any form or the use of any of the assets of the County as any type of security or collateral. Phillips County Treasurer is directed to communicate this authority and the relevant signatures to banking institutions, and to ensure proper enforcement of this resolution.

Adjournment

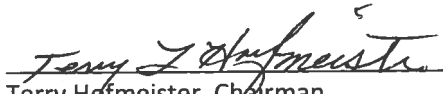
Chairman Hofmeister adjourned the meeting at 12:15 P.M.

Minutes submitted by County Clerk Beth Zilla.


Next meeting is scheduled for January 12, 2021.

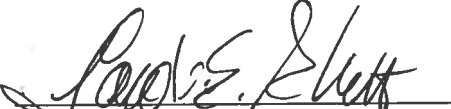
Phillips County Commissioners:

Attest:


Terry Hofmeister, Chairman


Beth Zilla, County Clerk Deputy Clerk


Tom Timm


Garold Roberts