

Phillips County Commissioner Meeting

March 18, 2016

The meeting was called to order by Commissioner Co-Chair Joe Kinnie and opened with the Pledge of Allegiance. Also present were Commissioner Harlan Stern and County Administrator Randy Schafer. County Clerk Beth Zilla and Commissioner Lock were absent.

The board met with Barb Shafer, Phillips County representative on the NE Tourism board and Kristine Rodine, President of the NE Colorado Travel Region. They explained that the state originally set up a 10 county travel region composed of Yuma, Phillips, Sedgwick, Logan, Morgan, Washington, Elbert, Lincoln, Kit Carson and Cheyenne counties. The four southern counties have not been paying annual dues or participating. The six northeast counties are continuing to be active and the tourism board hopes that Phillips County will pay the \$500 dues for 2016.

Stern made a motion seconded by Kinnie, to pay the 2016 dues to the Tourism Board and continue as appropriate in future years. Motion carried.

The board met with Human Services employees Ann McConnell and Cecelia Marquez for regular business. The minutes for this portion of the meeting are maintained by the Department of Human Services.

The board approved a batch of February accounts payable.

Stern made a motion, seconded by Kinnie to approve the minutes from the March 9, 2016 as presented. Motion carried.

The commissioners visited with Joe Bellm by telephone. Bellm requested funding for building a permanent beer garden at the county fairgrounds. The commissioners agreed to meet with him and Fair Board President Pam Haynes on Monday, March 21st to look at the possibility of using the scout building for a beer garden.

Stern made a motion, seconded by Kinnie, to approve the policy for use of the Commissioners signature stamps. Motion carried.

The policy is as follows: Phillips County has purchased signature stamps for county commissioners to use when faced with signing multiple documents. The stamps are kept under lock in the administration office when not in use. There may be occasions when all three Commissioners are unavailable when something needs to be signed immediately. Either the administrator or his/her assistant has the authority to use a commissioner's signature stamp **IF** the Commission in question has been contacted and has given specific verbal permission for that one-time use. The verbal approval shall be noted in a journal that will be kept with the stamps. The notation shall contain the time, date, approval requested, and the nature of the verbal approval granted. When the granting Commissioner is back in the office, he/she will sign the journal notation to complete the approval.

The board met in a brief "special meeting" on Monday, March 14th. Present were Kinnie, Stern, Schafer, County Clerk Zilla and County Attorney Al Wall. After discussion, the board authorized Wall to write a letter to Hart InterCivic regarding the use of its services in 2016.

Stern made a motion, seconded by Kinnie, to the action taken at the special meeting and authorize the County Attorney to write a letter to Hart InterCivic regarding use of its services in 2016. Motion carried.

Stern made a motion, seconded by Kinnie, to place an ad in the Explorer Magazine at a cost of \$175. Motion carried.

Stern made a motion, seconded by Kinnie, to approve a step increase for Maintenance Supervisor Dan Waln. He will move to GN40 Grade 20 Step 5 at an annual salary of \$31,678.79 (\$2,639.90 monthly), effective March 17, 2016. Motion carried.

Kinnie made a motion, seconded by Stern to approve \$100/month in additional compensation for the assignment as crew chief for road employees John Davis (Haxtun shop) and Rick Hinck (Amherst Shop), effective April 1, 2016. Motion carried.

Stern made a motion, seconded by Kinnie, to approve the request from the Phillips County Fair Board for beer garden events at the 2016 races and during the 2016 county fair if the City of Holyoke grants special permits. Motion carried.

The board approved installation of a walk-in door on the east side of the Weed District building.

The board approved paying the registration fee for those on the fairgrounds building committee and county staff to attend a seminar on fund raising in Sterling on April 13th.

The board reviewed the mobile food pantry report which showed:

Total MFP product:	10,537#	Includes TEFAP, the emergency food assistance program
Households served:	182	
Children (1-18) served:	145	
Adults served:	314	
Total individuals served:	459	
Volunteers:	31	

The board reviewed February budget reports.

The board reviewed the following Event Center rentals:

- Reck Ag Realty
- Shawn Sullivan
- Ag Edge
- Kim Kramer
- Alma Caraveo

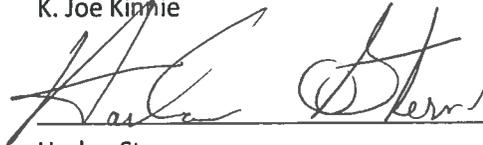
The meeting adjourned at 11:52 a.m.

Submitted by Randy Schafer
County Administrator

Donald J. Lock

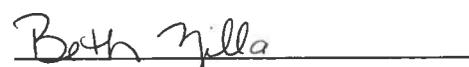


K. Joe Kinnie



Harlan Stern

Attest:



Beth Zilla, County Clerk