

PHILLIPS COUNTY COMMISSIONER MEETING

August 31, 2017

The board met in a work session to discuss road issues prior to the regular meeting. Attending were Road Manager Mike Salyards, Assistant Manager Kevin Scott, Commissioners and County Administrator Randy Schafer.

Meeting was called to order at 8:00 am by Chairman Joe Kinnie, County Commissioners Don Lock and Harlan Stern, County Administrator Randy Schaefer and County Clerk Beth Zilla.

Lock made a motion, seconded by Stern, to approve the minutes from the August 18, 2017 as submitted. Motion carried.

The board approved payroll for the month of August.

The board approved a small batch of accounts payable for the month of August.

Stern made a motion, seconded by Lock, to approve the renewal of a tavern license for Blisties. Motion carried.

The board met with County Sheriff Rob Urbach. Urbach stated that he had obtained a savings on the bid for cameras for the Event Center and Human Services. The final cost will be \$4,893.60 for Event Center, \$4,168.60 for the Resource Center. Urbach indicated he would be able to proceed with the purchase of 4 radar gun. The cost will be \$7,084. The Heginbotham Trust has generously donated \$5,000 toward the purchase. Urbach mentioned that he has received complaints about the condition of the gun range. They discussed developing a plan for future care and maintenance of the gun range.

They discussed the Designated Emergency Response Authority appointment. The Sheriff has been the appointed DERA for the east side of the county. Urbach indicated his willingness to continue in that capacity. The Sheriff's office provided an active shooter training for the Human Service Department.

Stern made a motion, seconded by Lock, to approve the Energy Impact Grant agreement. It will provide \$550,000.00 for the Fairgrounds Pavilion and Education Center. Motion carried. The grant agreement will require the county to bid the purchase of the building and bid for a contractor.

Lock made a motion, seconded by Stern to approve the Daniels Fund Grant agreement. It will provide \$125,000.00 for the Sports Pavilion and Education Center. Motion carried.

Stern made a motion, seconded by Lock, to approve the following bids for salvaging parts of the fairground horse barn.

Lynda Adams for 4 enlarged horse barn stalls in the amount of \$100 per stall. Total bid \$400.

Joe Kinnie for 1 horse barn door, #2, for total of \$50.

Kathy Bornhoft for 1 horse barn door at \$50, and 2 horse barn doors at \$25 each, 2 light fixtures with cages at \$5 each. Total bid for \$110.

Denise Smith for 1 horse barn door, #1, and 4 pieces of siding for total bid at \$100.

Briana Worley for 3 horse barn doors, #8, 10, 12 at \$50 each. 4 sheets of roof tin at \$20 each. 2 window doors from west beef barn at \$50 each. Total bid at 330.

Motion carried. The bidders will be notified of acceptance. The four stalls will need to be removed by October 5.

Stern made a motion, seconded by Lock, to appoint Joe Kinnie as the Phillips County's representative to the CCI legislative committee. Motion carried.

The board received a phone call from Verdis Vieselmeyer. Vieselmeyer expressed his concerns about the weeds in the ditches. Vieselmeyer suggested more mowing. Kinnie suggested that each land owner mow their own ditches like they do in Nebraska. Vieselmeyer was open to that suggestion. The board took his comments under advisement.

Lock made a motion, seconded by Stern to re-appoint Shannon Schlachter to a three-year term and appoint Justin Clevenger to a three-year term to the Phillips County Fair board. Motion carried. Their terms will end August 31, 2020.

The board met with the local newspapers for their monthly briefing.

Lock made a motion, and seconded by Stern, to replace the air conditioning unit in the Administration Office. Motion carried. Schafer indicated we should look at future replacements of the AC units in the Treasurer and Assessor's offices as well.

The board met with Pam Haynes, President of the Fair board. Haynes explained the 2017 fair queen selection process.

Lock made a motion, seconded by Stern, to approve the revised personnel policy with two additional changes. They are changing the section on attendance policy to:

The County places great emphasis on good attendance and punctuality. Regular and timely attendance is expected of every employee. If an employee is late or absent, it is his/her responsibility to contact their immediate supervisor as soon as possible after the scheduled work day has begun. Excessive absenteeism and/or excessive tardiness will lead to corrective action up to and including termination.

And adding a paragraph to the sick leave section reading as follows:

When an employee provides notice to the department head of a need for medical leave longer than 5 consecutive days or 5 accumulated days for the same condition/illness, the department head will notify the administrative office at which time the employee will be sent the FMLA notification detailing the expectations and obligations of the employee. The notification letter will be by certified mail or email. The Family and Medical Leave shall run concurrent with use of the employee's accrued paid leave.

Motion carried.

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

The board met with Jon Wagner, Loss Prevention Supervisor for CTSI, for an update on Phillips County's losses in the workers' comp and liability insurance pools.

The board met with District Attorney Brittney Lewton for general 2018 budget discussions.

The board reviewed the reconciliation cash balances for July.

The board reviewed the following event center rental agreements:

Jerry Miller (Pheasants Forever)


Reck Agri and Realty and Auction

Dragons Wagon Preschool.

The meeting adjourned at 2:30.

Submitted by Beth Zilla
Phillips County Clerk


County Commissioners



K Joe Kinnie



Donald J Lock



Harlan Stern

Attest: 

Beth Zilla, County Clerk