

Phillips County Commissioner Meeting
November 8, 2013

The meeting was called to order by Commissioner Chairman Joe Kinnie and opened with the Pledge of Allegiance. Those present were Commissioners Joe Kinnie, Harlan Stern and Don Lock, County Administrator Randy Schafer, and County Clerk Beth Zilla.

Don Lock made a motion to approve the minutes from the October 31, 2013, as submitted. Harlan Stern seconded the motion. Motion carried.

Don Lock made a motion to approve a step increase for CSU Extension secretary Carrie Anderson, upon receiving a satisfactory performance appraisal, to Grade 16 Step 4, effective November 04, 2013. The new salary will be \$25,486.00/year, \$2,123.88/month. Harlan Stern seconded the motion. Motion carried.

Harlan Stern made a motion to reappoint County Sheriff Rob Urbach to the E911 board effective July 01, 2013 for a 4 year term. Don Lock seconded the motion. Motion carried.

Harlan Stern made a motion to retain rfarmer, LLC for the 2013 audit at a cost, per the engagement letter, no greater than \$19,000. Don Lock seconded the motion. Motion carried.

Michelle Klinzmann should have been moved to a different grade when she transferred from the Administration Office to the Clerk's Office. To correct that oversight, Harlan Stern made a motion to approve the reclassification of Michelle Klinzmann. Michelle will be moved to Grade 17 step 2. Michelle's salary will be \$24,628.50/year, \$2,052.38/month, retroactive to July 29, 2013. Don Lock seconded the motion. Motion carried.

Harlan Stern made a motion to upgrade county email accounts and Microsoft Office software and to pursue the purchase of laptops for each commissioner. Don Lock seconded the motion. Motion carried. Software cost so far is at \$1,224 which includes labor. The email monthly fee for all county email accounts is \$80.50/month. Additional software to upgrade computers to Windows 7 is estimated at \$360. The labor costs to convert the email accounts is estimated at \$1,150.

Harlan Stern made a motion to approve the County Roadway Occupancy Agreement for the Haxtun Telephone Company to install a new copper subscriber telephone cable that will start at the intersection of County Road 9 and 16 and run in County Road 9 south for approximately 1,350 feet. Motion carried.

Don Lock made a motion to accept the changes and additions made to the Event Center Rental Agreement. Harlan Stern seconded the motion. Motion carried. A copy is attached.

Don Lock made a motion to send a letter of support of the Foreign Trade Zone for 18 eastern Colorado counties being promoted by Lincoln County and Limon, Colorado. Harlan Stern seconded the motion. Motion carried.

The board reviewed the following reports;

- County Treasurer Monthly Report
- Cash Balance End of the Month

The board reviewed the following Event Center Rental Agreements;

- Abbey Bausman and Jim Parker
- Phillips County Republicans
- Louis Gonzales

Don Lock made a motion to buy 5 sets of Christmas lights to decorate the Courthouse Christmas tree at the cost of \$20/set. Harlan Stern seconded the motion. Motion carried.

The board met with Social Services Director Jackie Reynolds. Minutes for this portion of the meeting are maintained by the Department of Social Services.

The board met with Road Supervisor for District One Evan Consalvos to discuss the purchase of a plow.
No decision was made

The board called Dan Wade with Omimex to discuss railroad crossings.

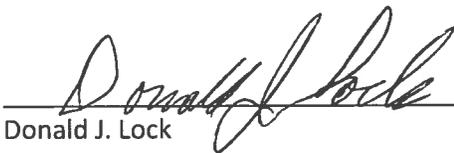
The board was informed of an upcoming vacancy in Road District 3 as Tom Davis is retiring effective
November 30th.

Meeting adjourned at 3:40

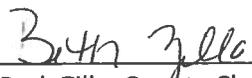
Submitted by Beth Zilla
Phillips County Clerk


K. Joe Kinnie


Harlan Stern


Donald J. Lock

Attest:


Beth Zilla, County Clerk