

Phillips County Commissioner Meeting

December 31, 2014

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

Don Lock made a motion, seconded by Joe Kinnie, to approve the minutes from the December 19, 2014 meeting as corrected. Motion carried.

A motion was made by Joe Kinnie, seconded by Don Lock, to appoint Kayla Kafka to a position of the Phillips County Fairboard. She will fill the unexpired term of Pam Struckmeyer through August 31, 2015 and then be eligible for reappointment. Motion carried.

Joe Kinnie made a motion to reappoint Jim Tomky to the Phillips County Recreation District for a 5 year term (2019) and to the Weed and Pest board for a 3 year term (2017). Don Lock seconded the motion. Motion carried.

Joe Kinnie made a motion to reappoint Gary Koch to the Planning Commission for a 5 year term ending December 31, 2019 and to the Weed and Pest for a 3 year term ending December 31, 2017. Don Lock seconded the motion. Motion carried.

Don Lock made a motion to reappoint Keith Sagehorn and Pat Meakins to the Board of Adjustments for a 3 year term ending December 31, 2017 subject to their acceptance. Joe Kinnie seconded the motion. Motion carried.

Joe Kinnie made a motion to reappoint George Michael and Leo Mailander to the Revolving NE CO Loan Fund Committee for a one year term ending December 31, 2015. Don Lock seconded the motion. Motion carried.

Don Lock made a motion to reappoint Tom Bennett to the Phillips County Economic Development Corporation for a 3 year term ending December 31, 2017. Joe Kinnie seconded the motion. Motion carried.

Don Lock made a motion to reappoint Kay Schmidt to the Baby Bear Hugs Board for a new term. Joe Kinnie seconded the motion. Motion carried.

Joe Kinnie made a motion to reappoint Don Lock to the NE CO Transportation Agency for 2015. Harlan Stern seconded the motion. Motion carried.

Don Lock made a motion to reappoint Harlan Stern to the Centennial Mental Health Board for 2015. Joe Kinnie seconded the motion. Motion carried.

Joe Kinnie made a motion to reappoint Randy Schafer as county representative and Laura Schroetlin as alternate to the CHP Health Plan for 2015. Don Lock seconded the motion carried.

Joe Kinnie made a motion to reappoint Harlan Stern as the county representative to the Workers Compensation Insurance Pool for 2015. Don Lock seconded the motion. Motion carried.

Joe Kinnie made a motion to reappoint Don Lock to the NE Association of Local Governments for 2015. Harlan Stern seconded the motion. Motion carried.

Harlan Stern made motion to reappoint Randy Schafer as the county representative to the CAPP Board. Don Lock seconded the motion. Motion carried.

Harlan Stern made a motion to reappoint Joe Kinnie as the CCI Legislative Committee representative for 2015. Don Lock seconded the motion. Motion carried.

Joe Kinnie made a motion to reappoint Don Lock to the Seizure Committee for 2015. Harlan Stern seconded the motion. Motion carried.

The board met with Bob Hildenbrand and Arlan Scholl from Scholl Oil and Transportation at the fairgrounds to discuss the fairgrounds sound system and to look at a potential screens and projectors for the event center.

The board approved payroll for the month of December.

The board approved accounts payable for the month of December.

The board met with Human Services Director Jackie Reynolds for regular business. The minutes for this portion of the meeting are maintained by the Department of Human Services.

A motion was made by Joe Kinnie, seconded by Don Lock to adopt the following resolution changing the name of the Department of Social Service to the Department of Human Services. Motion carried. Copy attached.

A motion was made by Don Lock, seconded by Joe Kinnie, to approve the following revised job descriptions for Human Service Employees:

- Accountant Clerk I
- Administrative Assistant
- Case Aide
- Case Worker I
- Legal Technician
- Childcare Eligibility Technician
- Income Maintenance Technician
- Senior Case Aide
- Senior Income Maintenance Technician
- Accountant Clerk II
- Administrative Assistant/Department Interpreter/Translator
- Case Manager
- Case Worker II
- Senior Legal Technician
- Human Services Director
- Senior Account Clerk
- Senior Case Manager
- Supervisor Child Welfare & Adult Protection Services

The board held their monthly meeting to update the newspapers.

A motion was made by Don Lock, seconded by Joe Kinnie, to approve a step increase for Human Services Director Jacalyn Reynolds. She will move to a HS Grade 81, Step 7, effective January 1, 2015 at an annual salary of \$50,778.00 (\$4,231.50/month). Motion carried. She received a satisfactory performance appraisal.

A motion was made by Joe Kinnie, seconded by Don Lock, to approve a step increase for Deputy Treasurer Debbie Bennett. She will move to GN Grade 25, Step 3 effective January 1, 2015 at an annual salary of \$31,395.00 (\$2,616.25/month). Motion carried. She received a satisfactory performance appraisal.

Teresa Krogmeier met with the board regarding use of alcohol at her wedding reception scheduled for August 7, 2015. The use will not require a special events permit. The board approved the use as long as she provides the required liability insurance and the additional alcohol event deposit.

A motion was made by Don Lock, seconded by Joe Kinnie, to approve the following vacation carryover, to be used by March 31, 2015:

2014 Vacation Carryover

Randy Schafer	71.0 hours
Laura Schroetlin	7.0 hours
Forest Coronado	4.5 hours
Dan Waln	26.5 hours
Brenda Brandt	10.0 hours
Kenny Gaskill	40.0 hours
Carrie Anderson	7.0 hours
Evan Consalvos	27.5 hours
Mike Salyards	24.0 hours
Jackie Reynolds	5.5 hours
Linda Sandstrom	4 hours

A motion was made by Don Lock, seconded by Joe Kinnie, to appoint Vince Kropp as the Phillips County representative on the Northeast Colorado broadband committee. Motion carried.

Joe Kinnie brought a capital expenditure request to the board. District #1 would like to purchase a 1998 International Model 4800 truck (chassis only) with approximately 55,000 miles. The price is \$24,900. The truck would be fitted to use for plowing snow in the winter and to haul water in the summer for road building. After discussion the matter was tabled for consideration at the next meeting.

The board approved a grant application prepared by Emergency Manager Bob Heldenbrand to FEMA for Emergency Management services in 2015. The total proposed budget is \$27,400. The grant would fund 50% if approved.

The board reviewed the following Event Center Rentals:

- Highline Electric Association
- Colorado LTAP
- Centennial Ag Supply
- Brett Gerk/Jordan Stone

The date for re-organization was tentatively set for Tuesday, January 13, after swearing in ceremonies for the newly elected officials.

The meeting was adjourned at 12:15 p.m.

Submitted by Randy Schafer
Phillips County Administrator



Harlan Stern

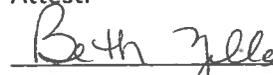


Donald J. Lock



K. Joe Kinnie

Attest:



Beth Zilla, County Clerk