

Phillips County Commissioner Meeting

March 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, County Administrator Randy Schafer, and County Clerk Beth Zilla.

The board approved payroll for the month of March.

The board met with Linda Statz to discuss documents retention schedule in her office. Linda asked the board for permission to destroy some records.

Joe Kinnie made a motion to approve the request for County Records Management Manual Form for the Treasurers' Office. Don Lock seconded the motion. Motion carried.

Don Lock made a motion to approve the minutes from the March 17, 2014 meeting. Joe Kinnie seconded the motion. Motion carried.

The board met with Landfill Supervisor Bill Andrews. Bill found a company that will grind construction debris (wood). Their fee is \$400/hour, plus mileage, from Denver. They discussed looking at additional alternatives.

The board met with Phillips County Economic Development Executive Director Julie Worley. Julie updated the board on the housing study, the youth development project, and the Haxtun Grocery Store. Julie reported that the Haxtun Master Plan has received almost all of their monies for their project. The project for a broadband master plan is moving forward for the 6 county area. Julie also discussed the options of industrial hemp production in this area.

Joe Kinnie made a motion to change part-time wages to a rate of up to \$16/hour, based on experience and job classification. Don Lock seconded the motion. Motion carried.

Don Lock made a motion to move Maintenance worker Forest Coronado to GN 40 Grade 16 Step 3, effective April 01, 2016. The new salary will be \$26,478.40/year, \$2,206.53/month. Joe Kinnie seconded the motion. Motion carried.

Don Lock made a motion to move accounts payable clerk Michelle Klinzmann to GN Grade 17 Step 3, effective February 01, 2014, after receiving a successful six month evaluation. The new salary will be \$25,740.00/year, \$2,145.00/month. Joe Kinnie seconded the motion. Motion carried.

Don Lock made a motion to grant Randy Schaefer an additional two weeks to use up 19 hours vacation time remaining from 2013. Joe Kinnie seconded the motion. Motion carried.

Don Lock made a motion to approve two County Roadway Occupancy Agreements with PCTelcom for underground Construction and Maintenance for Fiber Optic Cables. Joe Kinnie seconded the motion. Motion carried.

Don and Mike Poe, Dorothy Hubbard and Randy Weis met with the board to discuss their concerns about County Road 59.5.

The board approved a request from Social Services Director Jackie Reynolds to close the Social Services April 17th for staff-training.

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

The board reviewed the following reports:

- Revenue Report
- Expense Report
- Road and Bridge Revenue Report
- Road and Bridge Expense Report
- Cash Balances Report
- Reconciled Fund Balances

The board reviewed the monthly Mobile Food Pantry Report:

- Total served: 10,074 pounds
- Households served: 201
- Children served: 205
- Adults served: 266

- Seniors served: 82
- Total individuals served: 553
- Volunteers: 31

The board reviewed the following Event Center Rentals:

- Jake's Feed

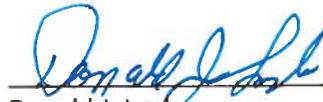
Don Lock made a motion to approve the final application to the Emergency Impact Grant in the amount of \$53,761.00. Joe Kinnie seconded the motion. Motion carried. The application is for Road and Bridge, requesting \$53,761 to purchase an aggregate blending trailer.

The meeting adjourned at 3:00 p.m.

Submitted by Beth Zilla
Phillips County Clerk



Harlan Stern

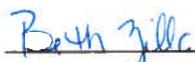


Donald J. Lock



K. Joe Kinnie

Attest:



Beth Zilla, County Clerk