

**Phillips County Commissioner  
Meeting Minutes<sup>1</sup>  
July 9, 2025**

**Call to order**

Chairman Tom Timm called the meeting of the Phillips County Commissioners to order and opened with the Pledge of Allegiance at 8:00 a.m. on July 9, 2025, at the County Courthouse in the Commissioner meeting room.

**County Attendees**

Chairman Tom Timm, Commissioners Garold Roberts and Terry Hofmeister, Administrator/Planner Andrew Nygaard, County Clerk Beth Zilla, County Assessor Doug Kamery, Department of Human Services Director Lori Lundgren, County Treasurer Steve Young, Weed and Pest Manager Kerri Doleshall, Administrative Support Patrick Mitchell, and County Attorney Tammy Kelley (via phone)

**Additional Attendees**

Janelle Krueger

**Additions or Corrections to the Agenda**

None presented. Roberts moved to approve the agenda as presented. Hofmeister seconded the motion, which carried unanimously.

**Approval of Consent Agenda**

Hofmeister moved to approve the consent agenda as presented. Roberts seconded the motion, which carried unanimously.

**Consent Agenda Items:**

- a) Approval of the minutes of the BOCC 06.30.2025 meeting
- b) Approval of Invoice List
- c) Approval of Veterans Service Officer monthly report
- d) Acknowledge receipt of Notice of Valuation of State Assessed Property
- e) Acknowledge receipt of Road and Bridge quarterly report
- f) Acknowledge receipt of Building Permits Log
- g) Acknowledge receipt of Event Center/BOC Pavilion/Facilities rentals

**Public Comments**

None presented.

**Appointments**

The board met with Administrator Nygaard, who reported on the following topics:

- The law firm Sullivan, Green, Seavy, Jarvis, LLC continues to work on suggested revisions to the wind energy section of the county's Land Use Code, which should be completed in the next few weeks. Some of the revisions will be recommendations to simplify some of the cross-referencing to other parts of the code in terms of the sections involving application materials and standards.
- Two outstanding debt issues for payments due for landfill services have been turned over to County Attorney Tammy Kelley for the next steps.
- The vacancy on the NCRETAC Board and possible replacements were discussed. It is preferred that the county appoints an EMS representative as well as an emergency department representative.
- The door on the west side of the Phillips County Event Center that was damaged by wind has been replaced. Maintenance personnel have been mowing and getting ready for the fair. The backflow valve at the Event Center and the bad underground for the lights on the racetrack infield have been replaced.
- Weed and Pest Manager Kerri Doleshall has had to pursue enforcement action against a landowner for noxious weed control. Doleshall sent a certified letter on June 18, which was signed for on June 24, and County Attorney Tammy Kelley would be providing the next steps in the process.
- An employee in the Clerk's office will be retiring at the end of August, and County Clerk Beth Zilla discussed not hiring another person until 2026.

The board met with Assessor Doug Kamery, who presented his annual report. The preliminary valuation for assessment for the county is \$109,129,500.

<sup>1</sup>Minutes prepared by Beth Zilla are a summary of **discussions**, not a verbatim account.

The board convened as the Board of Human Services at 9:13 a.m., meeting with Director Lori Lundgren. The minutes from this portion of the meeting will be maintained by the Department of Human Services. The board reconvened as the Board of County Commissioners at 9:36 a.m.

The board met with Treasurer Steve Young, who requested the Treasurer's Office be closed on Friday, August 15. It was the consensus of the board to allow the closure, and notices will be put on the county's website, Facebook, and in both newspapers in the county. Young also discussed the Treasurers' conference he recently attended and outlined a company that could be used for taxpayers to pay their taxes on a monthly basis if desired, and the county would still get the taxes in the typical time frame.

The board met with Weed and Pest Manager Kerri Doleshall and County Attorney Tammy Kelley (via phone) to discuss the noxious weed enforcement actions. Doleshall said he has a commercial applicator ready to go if needed. Kelley said that she understands the need to get this addressed quickly and recommended someone attempting to get in touch with the landowner personally. Hofmeister and Doleshall will contact the landowner to try to get the issue resolved. If that does not work, Kelley said that the next steps would be to submit a probable cause for inspection affidavit to the court for them to issue a warrant for inspection. Young also noted that if the county needs to engage a commercial sprayer to do the work, the county could place a special assessment on the tax roll for the costs.

#### **Unfinished Business**

The board discussed the prepaid propane contracts for Road and Bridge that were received from Scholl Oil & Transportation Co. and from CHS. The Commissioners wanted to confirm the BTU information. Administrative Support Patrick Mitchell contacted Scholl Oil & Transportation Co. and CHS and determined that the propane comes from the same location and the BTU is determined by the user's regulator.

Roberts updated the board on the well at the Pleasant Valley Road and Bridge storage building, and that he had met with Nygaard and Darrel Phillips of Phillips Drilling & Pump the day before, and Phillips is confident the remaining well work can be done within the parameters of his bid.

The board discussed the floor work being done at the Event Center. It was the consensus of the board to have county maintenance personnel buff the floor and to pay the contractor a prorated amount for the work already done and to move forward without the contractor completing any more work.

#### **Motions/New Business**

Roberts moved to authorize the Chairman to sign the prepaid propane contract between Phillips County Road and Bridge and CHS for the 2025-2026 heating season, September 1, 2025, through May 31, 2026. The contract is for 3,870 gallons at \$1.549 per gallon. Hofmeister seconded the motion, which carried unanimously.

Roberts moved to authorize the Chairman to sign the Application for Semiannual Payment from the Colorado Division of Veterans Affairs for the January-to-June period of 2025. Hofmeister seconded the motion, which carried unanimously.

Roberts moved to pay Travis Grippin Flooring \$33,324 for the floor work done at the Event Center. Hofmeister seconded the motion, which carried unanimously.

#### **Adjournment**

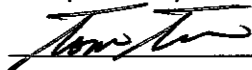
Chairman Tom Timm adjourned the meeting at 10:44 a.m.

Minutes submitted by County Clerk Beth Zilla.

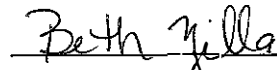
Next meeting is scheduled for July 18, 2025.

Phillips County Commissioners:

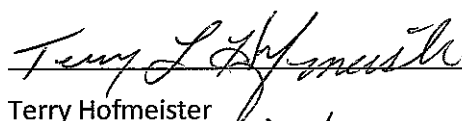
Attest:



Tom Timm



Beth Zilla, County Clerk



Terry Hofmeister



Garold Roberts