

**Phillips County Commissioner
Meeting Minutes¹
October 8, 2025**

The board attended the county's Annual Employee Meeting prior to the Board of County Commissioners meeting.

Call to order

Chairman Tom Timm called the meeting of the Phillips County Commissioners to order and opened with the Pledge of Allegiance at 10:06 a.m. on October 8, 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, Sheriff Michael Beard, Assessor Doug Kamery, Veterans Service Officer Chris Kelley, and County Clerk Beth Zilla (via phone)

Additional Attendees

Senator Byron Pelton

Additions or Corrections to the Agenda

Additions:

7) Driveway to Fairgrounds

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

Approval of Consent Agenda

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

Consent Agenda Items:

- a) Approval of the minutes of the BOCC 09.30.2025 meeting
- b) Approval of Invoice List
- c) Approval of Veterans Service Officer monthly report
- d) Acknowledge receipt of Building Permits log
- e) Acknowledge receipt of Event Center/BOC Pavilion/Facilities rentals

Public Comments

None presented.

Appointments

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

- Maintenance personnel have been working on the fence at the racetrack pit and are waiting on Hillyard for a bid on the completion of the Phillips County Event Center floor.
- Nygaard contacted CAPP regarding the possible purchase of carnival rides for the fair. CAPP can cover physical damage to the rides themselves, but not liability. Any county employees operating the equipment would need to go through the proper certification channels through the Division of Oil and Public Safety. The Amusement Rides and Devices Program oversees the operation of all rides and devices operated in Colorado. The program requires annual registration prior to operation to ensure that amusement rides and devices have received the required annual third-party inspections and obtained adequate insurance coverage. CAPP directed Nygaard to contact CAPP's insurance broker directly, and the broker stated that amusement devices are a particularly challenging thing to insure, and almost all insurance carriers will not cover them if they are not operated by an insured third party. To the best of the broker's knowledge, there is only one carrier that will write employee/volunteer-operated amusement devices – Xinsurance. If this is something the county pursues, Xinsurance would need to be contacted directly for a quote.
- Marlin Kumm with PC Telcom visited the administration office to reopen a conversation that was had several years ago about the conversion of the county's phone system to Voice over Internet Protocol (VoIP). The age of the current phone system means it needs to eventually be converted as the ESI box in the boiler room is at its end of life. The estimated cost would likely be in the \$30,000 range. He said the court would not be involved, but the Department of Human Services

¹Minutes prepared by Andrew Nygaard are a summary of **discussions**, not a verbatim account.

would be, and they recommended looking into converting the lines at the Sheriff's Office and Communications Center also. PC Telcom representatives will attend a future Commissioner meeting to discuss in further detail.

- Holyoke JR/SR High School Principal Angela Powell contacted the administration office regarding community service projects that students are conducting from 1:30 p.m. – 3:30 p.m. on Wednesday, October 22. Students will be available to do some light manual labor projects like cleaning, painting, etc., and the school needs to know if the county is participating by October 15. It was the consensus of the board that the county will participate, and the maintenance and road and bridge departments will be contacted for possible projects.

The board met with Senator Byron Pelton, who provided legislative updates about HUTF funds, SNAP funding, the jail standards bill, and a bill he had worked on with Assessors across the state regarding the valuation of agricultural land. He also discussed landfill methane regulations, which Phillips County is exempt from since the landfill doesn't take enough tonnage.

The board met with Sheriff Michael Beard, who discussed the fact that the fingerprint scanner at the Sheriff's Office is going out of compliance on October 14, 2025. Beard said the original was purchased in 2021 using funds from a grant from the Colorado Bureau of Investigation. The unit he would like to purchase includes a computer, fingerprint scanner, camera, and monitor, and Beard said the Sheriff's Office budget can take the cost.

The board met with Veterans Service Officer Chris Kelley to discuss the possibility of adding Sedgwick County to the list of counties he supports, as he is already the VSO for both Phillips and Logan Counties. He thinks that adding Sedgwick County would be possible, and the board said that the percentages that are paid by each county in the Intergovernmental Agreement would have to be changed. There will need to be a meeting with representatives of each county, and Nygaard and Kelley will work with the Logan County Attorney to move the process forward.

The board contacted County Clerk Beth Zilla via phone to discuss driver's license office changes. The Phillips County office will finish the out-of-county drives that have already been scheduled, but the office will no longer be accepting out-of-county drives or written tests and will be doing in-county business only.

The board discussed the driveway to the Phillips County Fairgrounds and the possibility of paving part of it up to the archway entrance. The possibility of replacing the chain link fence along Highway 385 with a three-rail fence was also discussed. More specific square footage will be discussed, and Roberts will work with Road and Bridge Manager Kevin Scott to contact CDOT to see if any part of the project could also coincide with the bridge work that's being done.

Unfinished Business

None presented.

Motions/New Business

Roberts moved to approve the request from Sheriff Michael Beard to purchase the IDEMIA LiveScan System for \$22,147. Hofmeister seconded the motion, which carried unanimously.

Adjournment

Chairman Timm adjourned the meeting at 1:24 p.m.

Minutes submitted by Andrew Nygaard.

Next meeting is scheduled for October 20, 2025.

Phillips County Commissioners:

Attest:



Tom Timm



Beth Zilla, County Clerk



Terry Hofmeister



Garold Roberts