



**Phillips County Commissioner
Meeting Minutes¹
November 10, 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 November 10, 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, Victims Advocate Director Kelley Sullivan, Road and Bridge Manager Kevin Scott, and Department of Human Services Director Lori Lundgren

Additional Attendees

Janelle Krueger and Greg Barnes

Additions or Corrections to the Agenda

Addition:

9) Fairgrounds shelter bid

Roberts moved to approve the agenda as amended. 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 10.31.2025 meeting
- b) Approval of invoice list
- c) Approval of Veterans Service Officer monthly report
- d) Acknowledge receipt of Finance Reports
- e) Acknowledge receipt of CAPP Reports
- f) Acknowledge receipt of Building Permits Log
- g) Acknowledge receipt of Event Center/BOC Pavilion/Facilities rentals, surveys

Public Comments

None presented.

Appointments

The board met with Road and Bridge Manager Kevin Scott and W.W. Clyde representative Greg Barnes. Barnes gave an update on the bridge projects. The possibility of getting 100 additional feet past the walking path near the entrance to the fairgrounds resurfaced was discussed. Barnes will get a cost estimate for the milling and replacement of the asphalt.

Scott discussed using some of the leftover material that was used for resurfacing Highway 6. Scott would like to try to use four to five loads of some of the material, and if it works well, he'd like to use the rest of it. Scott will contact the landowners to see if they'd be willing to sell it. Scott also discussed the Haynes Pit and potentially looking into changing the boundary.

The board met with Victims Advocate Director Kelley Sullivan, who informed the board that the VALE grant will be \$15,000 for 2026, and the county has typically received \$20,000 in prior years. The board agreed to stop paying Sedgwick County the \$8,640 yearly stipend for their Victim Assistance program in 2026. Sullivan will contact Michelle Kirk with Sedgwick County, and the Phillips County Commissioners will send the Sedgwick County Commissioners and the Sedgwick County Sheriff a letter to officially notify them.

The board convened as the Board of Human Services at 9:23 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 9:35 a.m.

Unfinished Business

None presented.

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

Motions/New Business

Hofmeister moved to approve the request from Sheriff Michael Beard to move Robert Corrado to GN40 Grade 26 Step 5, effective December 1, 2025. Roberts seconded the motion, which carried unanimously.

Roberts moved to approve the request from Melissa Memorial Hospital to allow alcohol sales at their upcoming event scheduled for December 13, 2025, with the condition that a special events permit is obtained from the City of Holyoke, the required liquor liability insurance is acquired, and the additional alcohol deposit is paid. Hofmeister seconded the motion, which carried unanimously.

Hofmeister moved to appoint Brian Ortner to a 3-year term on the Phillips County Fair Board, ending on August 31, 2028. Roberts seconded the motion, which carried unanimously.

Roberts moved to reappoint Chance Kramer to a 3-year term on the Phillips County Fair Board, ending on August 31, 2028. Hofmeister seconded the motion, which carried unanimously.

Hofmeister moved to reappoint Tom Andersen to a 3-year term on the Phillips County Fair Board, ending on August 31, 2028. Roberts seconded the motion, which carried unanimously.

Roberts moved to accept the bid from VAP Construction to erect a 30x48x10 shelter at the Phillips County Fairgrounds for \$52,000. The structure will have 2-foot eaves and column wrap. Hofmeister seconded the motion, which carried unanimously. The Phillips County Recreation District committed \$55,000 to this project at its meeting on September 24, 2025, and the Holyoke Lions Club has committed \$5,000.

Hofmeister discussed the signage and verbiage that had been in the Ortner Room at the Phillips County Event Center. It was removed during repainting and not replaced. The signage and verbiage will be replaced as closely as possible to the way it was.

Roberts updated the board on the Pleasant Valley road and bridge building. The plumbing still needs to be completed.

Hofmeister informed the board that the Sedgwick County Veterans Service Officer has turned in her resignation. The board would like to keep the intergovernmental agreement with Logan County as it currently stands and not look into adding Sedgwick County to the agreement at this time.

Adjournment

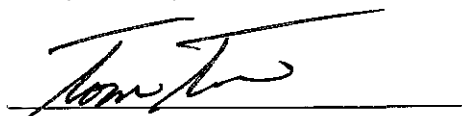
Chairman Timm adjourned the meeting at 9:37 a.m.

Minutes submitted by County Clerk Beth Zilla.

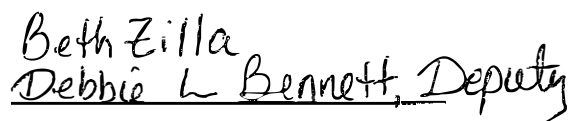
Next meeting is scheduled for November 18, 2025.

Phillips County Commissioners:

Attest:



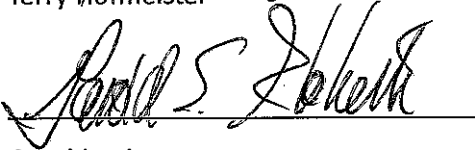
Tom Timm



Beth Zilla, County Clerk



Terry Hofmeister



Garold Roberts

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BOCC - Minutes BETH ZILLA PHILLIPS COUNTY
REC FEE: 0.00 DOC FEE: TOTAL FEE: 0.00

