

Phillips County Commissioner
Meeting Minutes¹
March 31, 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 March 31, 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, Emergency Manager Broc Pelle, County Attorney Tammy Kelley, Road and Bridge Manager Kevin Scott, and County Assessor Doug Kamery

Additional Attendees

Janelle Krueger, Dana Foley (via Teams), and Steve Young, representing GPRC

Additions or Corrections to the Agenda

Additions and Corrections:

7) The 10:00 a.m. appointment with Department of Human Services Director Lori Lundgren was removed from the agenda.

9) A 10:30 a.m. appointment with Steve Young, representing GRPC, was added.

Further Additions:

- 13) Event Center floor
- 14) Pleasant Valley well and building
- 15) Inmate Housing
- 16) Amherst Road and Bridge storage building
- 17) Colorado Department of Health and Environment

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 03.20.2025 meeting
- b) Approval of March payroll
- c) Approval of invoice list
- d) Acknowledge receipt of Treasurer reports
- e) Acknowledge receipt of Building Permits log

Public Comments

None presented.

Appointments

The board met with Emergency Manager Broc Pelle to consider the application for a DOLA Energy/Mineral Impact Assistance Fund Grant. The grant will be to help offset the costs for the purchase of a generator for the Phillips County Event Center. The county's portion for the DOLA grant would be \$85,000. Pelle is also pursuing a FEMA grant in which \$42,740 would be the county's responsibility. The FEMA grant would be preferred since the cost is lower, but there are questions about how long it will be available.

The board met with Dana Foley, Representative from CTSI, via Zoom, to review the county's 5-year loss analysis. He said that Phillips County is doing well and has had \$56,501 returned to the county. In 2024, there were five CAPP claims but there are no overall trends of note. Foley said that CTSI can also teach a free defensive driving class for employees who drive vehicles for the county as part of their responsibilities.

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

The board met with County Attorney Tammy Kelley to discuss her scope of work. The board said they greatly appreciate having a local attorney and wondered if there's a process in which a certain situation arises that they should present the information to someone else, since they want to be conscious of her other non-county responsibilities. Kelley said that she would prefer to always be notified about a situation requiring legal help first, and if there are others with greater expertise and/or experience in that area, she can either pass it on to them or give recommendations.

The board met with Road and Bridge Manager Kevin Scott to discuss chip sealing 2 miles of County Road 21 south of Paoli from Highway 6 for a cost of \$63,628. Scott also asked the board to consider listing several used equipment items on Big Iron Auction. Items include two gravel trailers and odds and ends from each shop.

The board met with County Assessor Doug Kamery to discuss the classification of a portable cabin that a resident had requested be placed on his land so he and his family could live in it while their home is constructed. The portable cabin does not meet any definition of a residence. It is also not a tiny home because it is too large and not on a chassis. Kamery, Zilla, and Nygaard had met with the resident, Jeff Cure, and one option is that the portable cabin could be classified as "all other" and taxed at 27% instead of 6.5%. This way it could be a "man cave" and be placed on the tax roll. The consensus of the board was to approve this and that it could be used for similar situations in the future.

The board met with Steve Young, Treasurer of GPRC, to discuss the rental hours for a New Years Eve celebration at the Phillips County Event Center. Young requested to extend the hours of his rental from 12:00 a.m. to 12:30 a.m. There was concern about precedent having been set in past decisions that the board was not going to allow this.

Unfinished Business

None presented.

Motions/New Business

The board did not receive any sealed bids for the Amherst Road and Bridge storage building. It was the consensus of the board to list the property through a realtor.

Roberts moved to offer to list the Amherst Road and Bridge storage building with Thompson Real Estate Company for \$75,000 for six months. Hofmeister seconded the motion, which carried unanimously.

Nygaard provided an administrator's report. Topics covered included the following:

- Refinishing the floors at the Event Center continues. The bathrooms and hallways east of Heginbotham Hall are almost completely stripped down. The contractor stated he will recoat the entire floor at the same time, instead of in pieces. Nygaard will contact the contractor and inform him the bathroom floors and hallway are expected to be completed by April 15, 2025.
- The LED lights at the fairgrounds have been replaced, this includes the outside walls, Event Center yard lights, Heginbotham Hall, Biesemeier Room and Ortner Room. Heath Weiss will be replacing the parking lot lights soon.
- Weed and Pest Manager Kerri Doleshall has been working with and training the Phillips County maintenance crew on the spraying of the courthouse lawn. The training emphasized spraying, proper personal and public safety, applicator safety and the importance of flagging. The first round of spraying has been conducted, and a second round is expected in May or June.
- Repairs to the landfill's roll off truck motor is scheduled to begin at Wilsons Repair on April 3, 2025.
- A public hearing is scheduled for Wednesday, April 9, 2025, at 9:00 a.m. for a subdivision exemption application has from Sandbur Land and Cattle, Inc. seeking to divide a 6.33-acre parcel from a 160-acre parcel located in Section 19, Township 9 North, Range 46 West.
- A public hearing is scheduled for Wednesday, April 30, 2025, at 9:00 a.m. on the proposed amendment to Land Use Code Section 10-105.B.5, pertaining to subdivision exemption standards.
- A junk complaint was submitted to Phillips County, for the lot at 718 South Burlington Ave. The complaint will be investigated, and more details will be forthcoming.
- Radios at the communications center are set to be upgraded by 2030. Sara Kumm, Communications Center Director, spoke with Motorola and BearCom regarding radio upgrades. Motorola gave a quote of \$360,563. The Motorola representative mentioned options to finance the upgrades. They can be upgraded any time between now and 2030 and the cost will be an E-911 expense.

- The Phillips County Event Center has experienced several incidents where property damage has occurred. Pictures and video surveillance were presented to the board. The board approved submitting a trespass complaint to Holyoke Police Department. Nygaard will contact the Holyoke Police Department regarding the complaint.

Roberts gave an update on the CDPHE (Colorado Department of Health and Environment) funding in terms of federal grants the department has lost.

Roberts reported that the county is applying for a new well permit for the well at the Pleasant Valley road and bridge property.

Nygaard reviewed information he had received about the Veterans Service Officer not being able to be a contractor or he could risk losing accreditation. He shared the salary details he had received from other counties regarding their VSOs. Hofmeister said that he had spoken with Logan County Commissioner Mike Brownell about the possibility of potentially sharing the VSO between the two counties. Nygaard reported that he had spoken to Phillips County VSO Chris Kelley, and he was open to the possibility. These were preliminary discussions, and contacting Logan County, Regional VSO Glen Marciniak, and Phillips County VSO Chris Kelley will need to happen for a future meeting if this is going to be pursued.

Hofmeister moved to approve the request from Emergency Manager Broc Pelle to apply for a DOLA Energy/Mineral Impact Assistance Fund Grant to help offset the cost of purchasing a generator for the Phillips County Event Center. Roberts seconded the motion, which carried unanimously.

Roberts moved to approve the request from Road and Bridge Manager Kevin Scott to proceed with the chipseal on County Road 21 at the quoted price of \$63,628. Hofmeister seconded the motion, which carried unanimously.

Hofmeister moved to change County Veterans Service Officer, Christopher Kelley, from contractor to a part-time employee at 20 hours per week at the hourly rate of \$20.00, effective April 1, 2025. Roberts seconded the motion, which carried unanimously.

Roberts moved to approve the request from Steve Young to extend the hours from 12:00 a.m. to 12:30 a.m. for the GPRC event at the Phillips County Event Center on December 31, 2025. The motion died for lack of second.

Adjournment

Chairman Tom Timm adjourned the meeting at 11:30 a.m.

Minutes submitted by County Clerk Beth Zilla.

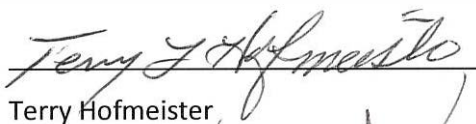
Next meeting is scheduled for April 9, 2025.


Phillips County Commissioners:

Attest:


Tom Timm


Beth Zilla, County Clerk


Terry Hofmeister


Garold Roberts