

**Phillips County Commissioner
Meeting Minutes¹
May 30, 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 May 30, 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, Sheriff Michael Beard, Maintenance Supervisor Lonny Vernon, and Assistant Maintenance Supervisor Jason Redman

Additional Attendees

Jessie Salyards

Additions or Corrections to the Agenda

Additions:

12) Landfill

13) NECALG Energy Audit

Hofmeister moved to approve the agenda as amended. Roberts 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 05.19.2025 meeting
- b) Approval of May Payroll
- c) Approval of Invoice List
- d) Approval of Veterans Service Officer monthly report
- e) Acknowledge receipt of HUTF Summary
- f) Acknowledge receipt of Big Iron auction results
- g) Acknowledge receipt of Building Permits log
- h) 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 percolation test for the onsite wastewater treatment system at the Pleasant Valley Road and Bridge storage building is scheduled for Monday, June 2, at 10:00 a.m. Road and Bridge personnel dug the necessary holes on May 28, and work on the building itself is expected to begin on June 3.
- Suggested revisions to the Land Use Code should be completed by the law firm Sullivan, Green, Seavy, Jarvis, LLC in a few more weeks. They will also be reviewing the section regarding the transport of wind turbine components to make sure the state of repair of the county roads are maintained.
- There was wind damage to the overhead door on the west side of the Phillips County Event Center, and a claim was submitted to the county's insurance company on May 27.
- Spraying of the courthouse lawn with fertilizer and weed control will take place on June 4, weather permitting.
- A meeting with Apollo Solar Energy regarding the BOC Pavilion will be set up for early next week.
- The reroofing of the Phillips County Museum was completed on May 23.

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

The board met with Emergency Manager Broc Pelle regarding the EMPG grant and to provide updates from his office. No notice of funding has been sent for 2025 yet. The notice of funding is typically released at the end of April each year. There are still a lot of unknowns if EMPG funds will become available. The Department of Homeland Security and Emergency Management will be using leftover funds to assist with covering the gap, and a modified grant will be awarded to Phillips County which will be approximately 80% of the 2024 EMPG award and will be in place through September 2025. The 2024 Phillips County grant award was \$39,330. More should be known about the funding in September and potential options will be discussed.

The board met with CSU Extension Agent Jessie Salyards for updates from her office.

The board discussed a draft intergovernmental agreement received from the Logan County Attorney regarding the sharing of a Veterans Service Officer between the two counties. The scenarios of sharing involve the VSO being employed by a county of record and then having the other county reimburse that county quarterly on an agreed upon percentage. Action will be taken after additional scenarios are reviewed.

The board met with Sheriff Michael Beard, who discussed Undersheriff Jack Wieland retiring from that position and the fact that he would like him to stay employed with the county on a part-time basis for transportation services, court security, and back up as needed. He requested the hourly rate be raised from \$20 to \$25. He also discussed appointing Abelardo Magaña to the position of Undersheriff.

The board met with Maintenance Supervisor Lonny Vernon and Assistant Maintenance Supervisor Jason Redman. They discussed the Event Center floor project. They had called the company performing the work on May 29 along with Administrator Nygaard and Event Center/BOC Pavilion Reservationist Carrie Anderson. There are no reservations for Heginbotham Hall from June 6-12, 2025, and the company feels they can complete Heginbotham Hall by June 6.

The fire alarm system at the Event Center was discussed. The system started beeping about two weeks ago, and the code indicated that batteries were needed. The issue continued after changing batteries, and an inspector said the circuit board is obsolete. The inspector recommended a specific replacement circuit board to fix it, and if it doesn't work, all four would have to be replaced. They also discussed unlocking the Event Center restrooms now that a camera system is in place. The board approved unlocking the restrooms. They discussed the water feature at Homesteaders' Park, and they will look into it after the season to check the usage.

Roberts discussed looking into a quote for a camera system similar to the one at the courthouse and the Event Center for the landfill.

Timm discussed the NECALG energy audit. A committee has been put together, two people per county are on the committee, and they will be having a meeting this year and get the MOU out so NECALG can hire a consultant who will look at all the aspects that they want to have looked at in the study, which include things like solar batteries, battery leakage into water, battery-related fires, and diameter of gravel areas around the bases of wind towers. Each COG has put in \$5,000 in for the project.

Unfinished Business

None presented.

Motions/New Business

Roberts moved to rescind the motion made at the Commissioner meeting of May 19, 2025, to hire Jolene Anderson as Motor Vehicle Clerk at GN Grade 16 Step 2, effective June 2, 2025. Hofmeister seconded the motion, which carried unanimously.

Hofmeister moved to approve the request from County Clerk Beth Zilla to hire Kaitlyn McCallum as Motor Vehicle Clerk at GN Grade 16 Step 2, effective June 2, 2025. Roberts seconded the motion, which carried unanimously.

Roberts moved to change the date of the October 17, 2025, Board of County Commissioners meeting to October 20, 2025. Hofmeister seconded the motion, which carried unanimously.

Roberts moved to approve the appointment of Abelardo Magaña as Undersheriff by Phillips County Sheriff Michael Beard, and placing him on GN40 Grade 30 Step 2, effective June 1, 2025. Hofmeister seconded the motion, which carried unanimously.

Hofmeister moved to approve the request from Sheriff Michael Beard to hire Jack Wieland on a part-time basis for transportation services, court security, and back up as needed at an hourly rate of \$25, effective June 1, 2025. Roberts seconded the motion, which carried unanimously.

Roberts moved to approve the request from Maintenance Supervisor Lonny Vernon to have Pye-Barker Fire & Safety replace the fire alarm panel at the Phillips County Event Center for the quoted amount of \$2,987 and to have permission to spend up to \$12,000 on the replacement of the panels if needed.

Hofmeister moved to approve the progress payment to VAP Construction of \$19,687.50 for 50% of building materials delivered at the Pleasant Valley Road and Bridge storage building site, per the approved contract. Roberts seconded the motion, which carried unanimously.

Roberts moved to approve the request from Road and Bridge Manager Kevin Scott to purchase a used 1979 John Deere 4440 2WD tractor for the landfill from Big Iron Auctions for \$27,017.50. Hofmeister seconded the motion, which carried unanimously.

Adjournment

Chairman Tom Timm adjourned the meeting at 11:18 a.m.

Minutes submitted by County Clerk Beth Zilla.

Next meeting is scheduled for June 10, 2025.

Phillips County Commissioners:

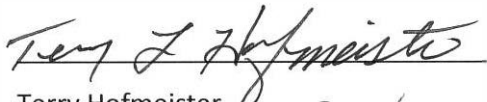
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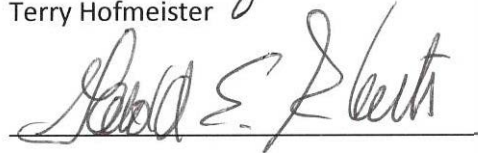
Tom Timm



Beth Zilla, County Clerk



Terry Hofmeister



Garold Roberts