

**Phillips County Commissioner
Meeting Minutes¹
August 19, 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 August 19, 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, Human Services Director Lori Lundgren, and Sheriff Michael Beard

Additional Attendees

Janelle Krueger, Jessie Ruiz Jr., and Tom Andersen (via phone)

Additions or Corrections to the Agenda

None presented.

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 08.08.2025 meeting
- b) Approval of Invoice List
- c) Acknowledge receipt of Workers Comp Reports
- d) Acknowledge receipt of 2025 Jr. Livestock Sale Report
- e) Acknowledge receipt of Building Permits Log
- f) 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:

- 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 and should have the draft available shortly. Once there is a draft that the Commissioners would like to move forward as a proposal, there will be a Planning Commission public hearing followed by a public hearing before the Board of County Commissioners. The current wind energy moratorium goes through September 30, 2025.
- Applications for the Recording Clerk/MV Clerk were accepted through August 15, and interviews are being conducted this week.
- Parts for the landfill tractor have been ordered. Work is scheduled to start this week and should be completed by the end of the week.
- Maintenance budget items were discussed. These included concrete for about 100 feet of the path north of the fairgrounds entrance, redoing the drain by the preschool and adding a curb for better water drainage, concrete on the bike path on the west side of Harvest Park Campground, and a 1,000-gallon nurse trailer for water for the indoor arena. More specific information will be presented in budget meetings and work sessions.

The board convened as the Board of Human Services at 8:34 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 8:43 a.m.

The board met with Jessie Ruiz, Jr. with the Bridge Foundation. Ruiz asked the board for an extension of one hour for their event on November 14, 2025, from 12:00 a.m. to 1:00 a.m. Ruiz also asked if there was a stage that they could rent.

The board met with Sheriff Michael Beard regarding a prospective deputy. He will have to attend the POST Academy in January 2026, and Beard discussed looking into grants for the funding.

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

The board called Fair Board President Tom Andersen to ask about the renting of the Fair Board's stage. Andersen said that he would take the request back to the Fair Board meeting for discussion.

Unfinished Business

None presented.

Motions/New Business

Hofmeister moved to approve the request from Jessie Ruiz, Jr. to allow alcohol at their upcoming Bridge Foundation fundraiser event scheduled for November 14, 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. Roberts seconded the motion, which carried unanimously.

No motion was made to approve the request from Jessie Ruiz Jr., to extend the hours from 12:00 a.m. to 1:00 a.m. for the Bridge Foundation fundraiser event on November 14, 2025. The extension request was not approved.

Hofmeister moved to approve the liquor license renewal application submitted by Ricos Dogs, LLC, dba as Blisties, whose current license is set to expire on October 21, 2025. Roberts seconded the motion, which carried unanimously.

Roberts moved to continue the intergovernmental agreement between the City of Sterling and Phillips County regarding the use of AIS Logger and Recorder, as presented. Hofmeister seconded the motion, which carried unanimously.

The board discussed a wolf reintroduction legislation letter that has been endorsed by a coalition of more than 25 counties and organizations expressing concern about how the state has handled the process. Hofmeister moved to sign the letter as presented. Roberts seconded the motion, which carried unanimously.

Timm moved to change the date of the August 29, 2025, Board of County Commissioners meeting to August 28, 2025. Roberts seconded the motion, which carried unanimously.

Adjournment

Chairman Timm adjourned the meeting at 10:05 a.m.

Minutes submitted by County Clerk Beth Zilla.

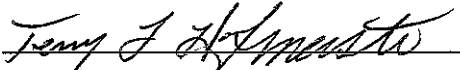
Next meeting is scheduled for August 28, 2025.

Phillips County Commissioners:

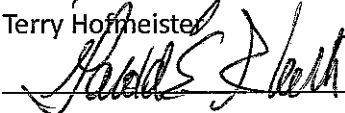
Attest:



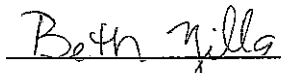
Tom Timm



Terry Hofmeister



Garold Roberts



Beth Zilla, County Clerk