

**Phillips County Commissioner
Meeting Minutes¹
September 9, 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 September 9, 2025, at the County Courthouse in the Commissioner meeting room.

County Attendees

Chairman Tom Timm, Commissioners Garold Roberts and Terry Hofmeister, and Administrator/Planner Andrew Nygaard

Additional Attendees

Janelle Krueger and Gary Engels

Additions or Corrections to the Agenda

None presented. Roberts moved to approve the agenda as presented. 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 08.28.2025 meeting
- b) Approval of Invoice List
- c) Approval of Veterans Service Officer monthly report
- d) Acknowledge receipt of Workers Comp Reports
- 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:

- Repairs have been completed on the landfill tractor.
- Nygaard met with Kelsey Garretson with Haxtun Health on September 5 to look at their ambulances and storage facilities. An EMS board meeting will be scheduled for budget year 2026.
- Maintenance personnel have started pulling out the fence at the racetrack pit. Lightning has also struck the racetrack light between turns 3 and 4, and Heath Weiss will be inspecting it.

The board met with Gary Engels regarding the rifle range. He would like to construct a storage shed, rifle rack, and a shooting bench along with a concrete slab. He would also like to have a 34" retaining wall along the berm on the north side. He estimated the cost to be approximately \$10,000. There was discussion that this could potentially be funded by the Recreation District. The Commissioners will meet with Engels and Road and Bridge Manager Kevin Scott at the gun range to discuss the project.

Unfinished Business

Hofmeister moved to authorize the chairman to sign the tavern license for Ricos Dogs LLC, dba Blisties. Roberts seconded the motion, which carried unanimously.

Motions/New Business

Hofmeister reported on a town hall he attended in Julesburg on September 8, where Attorney General Phil Weiser discussed the rights of Colorado landowners and water users under the South Platte River Compact.

Chairman Timm opened three sealed bids received for the completion of the concrete floor at the Haxtun Road and Bridge shop. The bid received from Oscar Barraza Construction, LLC was \$33,000. The bid received from Koellner Enterprises was \$22,050. The bid received from Rojo Construction, LLC was \$21,000.

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

Roberts moved to accept the bid of \$21,000 from Rojo Construction, LLC for the construction of a concrete floor 6" deep and approximately 3,000 square feet in area inside the District 3 Road and Bridge shop in Haxtun, provided that they are able to complete the work by the second Commissioner meeting of January 2026. This expense will be from 2025 funds. Hofmeister seconded the motion, which carried unanimously.

Roberts moved to approve the request from Sheriff Michael Beard to extend a contingent offer of employment to Blessing Kahari and place him on GN40 Grade 26 Step 1 and to pay a stipend of \$1,500 per month while he is at the academy. Employment is contingent on his enrollment and completion of a POST-certified academy with a passing grade and his completion of the POST examination with a passing grade. Hofmeister seconded the motion, which carried unanimously.

The board approved changing the courthouse maintenance worker from a full-time to a seasonal position at an estimated workload of 600 hours per year at the rate of \$20.70 per hour effective January 1, 2026.

Roberts moved to approve the audit engagement agreement for 2025 for an amount not to exceed \$20,760 as proposed by rfarmer LLC. Hofmeister seconded the motion, which carried unanimously.

Hofmeister moved to authorize the chairman to sign the Division of Motor Vehicles Driver Services Portal authorization letter as presented. Roberts seconded the motion, which carried unanimously.

Roberts moved to approve the request from Department of Human Services Director Lori Lundgren to transfer \$5,000 from the general fund to be used to purchase items for the DHS food pantry. Hofmeister seconded the motion, which carried unanimously.

Hofmeister moved to approve participating in the KSTH Star 92.3 Harvest Snack Sacks fall promotion for a total contribution of no more than \$160. Roberts seconded the motion, which carried unanimously.

Roberts moved to authorize the commissioners to sign the letter of support for Northeast Colorado Association of local Governments (NECALG) as presented. Hofmeister seconded the motion, which carried unanimously.

Adjournment

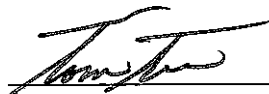
Chairman Timm adjourned the meeting at 9:55 a.m.

Minutes submitted by Andrew Nygaard.

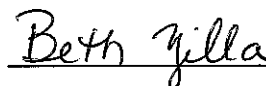
Next meeting is scheduled for September 18, 2025.

Phillips County Commissioners:

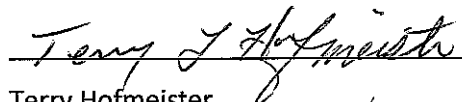
Attest:



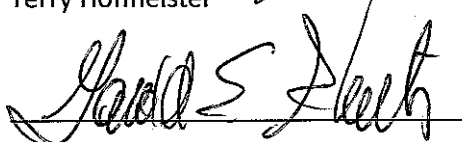
Tom Timm



Beth Zilla, County Clerk



Terry Hofmeister



Garold Roberts