

**Phillips County Commissioner  
Meeting Minutes<sup>1</sup>  
February 18, 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 February 18, 2025, at the County Courthouse in the Commissioner Meeting room.

**County Attendees**

Chairman Tom Timm, Commissioners Terry Hofmeister and Garold Roberts, Administrator/Planner Andrew Nygaard, County Clerk Beth Zilla, Landfill Manager Bill Andrews, Department of Human Services Director Lori Lundgren, and Deputy Assessor Toby Thompson

**Additional Attendees**

Janelle Krueger, Nici Akey, Kendra Calderon, Harvey Colglazier, and Kent Vance

**Additions or Corrections to the Agenda**

Additions:

- 11) Amherst well
- 12) Pleasant Valley well
- 13) NEAHR Report
- 14) Roll-off services
- 15) Assessor/Treasurer copier purchase
- 16) Mower deck purchase
- 17) Event Center camera purchase

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 02.10.2025 meeting
- b) Approval of invoice list
- c) Acknowledge receipt of Treasurer reports
- d) Acknowledge receipt of CAPP reports
- e) Acknowledge receipt of Workers' Compensation reports
- f) Acknowledge receipt of CTSI YE 2024 Loss Ratio reports
- g) Acknowledge receipt of Building Permits log
- h) Acknowledge receipt of Event Center/BOC Pavilion/Facilities rentals

**Public Comments**

Nici Akey met with the board to introduce the new Economic Development Director Kendra Calderon.

**Public Hearing**

Chairman Timm opened the public hearing at 9:00 a.m. to consider the subdivision exemption application submitted by Harvey and Nancy Colglazier to sell 5.44 acres to Coltin and Phawn Houghtelling from a 161-acre parcel located in the NE 1/4 of Section 17, Township 6 North, Range 44 West. Chairman Timm, seeing no public comments, closed the hearing at 9:03 a.m.

**Appointments**

The board met with Landfill Manager Bill Andrews to discuss repairs to the roll-off truck. Andrews has contacted companies for bids and estimated \$9,000 to \$10,000 in repairs. Andrews said another option would be to put a gooseneck on the trailer for around \$3,500 for the gooseneck and for cutting the cab,

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

and the pump would likely be \$500-\$600. Andrews will get specific estimates for a future meeting. The board discussed potentially stopping the rental of roll-off dumpsters.

The board convened as the Board of Human Services at 9:08 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 9:17 a.m.

The board met with NECALG Regional Grant Navigator Kent Vance, who updated the board on grants that are available and other grants that are on hold indefinitely. He informed the board that there is uncertainty currently when it comes to federal funds.

The board met with Deputy Assessor Toby Thompson to discuss the Omimex gas wells. There was discussion about tagging three compressors so that they cannot be removed until the taxes that are owed are paid. The board will work with legal counsel regarding the next steps.

### **Motions/New Business**

The board discussed Vern Rafert's prior public comments regarding the spraying of weeds in the county. Timm said he had spoken with Weed and Pest Manager Kerri Doleshall and the board agreed that Doleshall should contact each individual landowner regarding the spraying weeds on their property.

Roberts discussed the Amherst Road and Bridge property that the county had appraised and recommended that the board advertise this property to be sold by bid. The property consists of a 5,500 square foot Quonset building, another 1,200 square foot building, 1,000-gallon propane tank and a domestic well.

Roberts gave an update on the NEAHR board and their meeting that was held on February 20. He said there is a total of \$600,000 available and that the Holyoke Police Department, Melissa Memorial Hospital, and the Phillips County Sheriff's Office are applicants.

Roberts informed the board that there are some issues concerning the well permit at the Pleasant Valley property for the Road and Bridge building. Roberts found that there was an application for a 50 gallon per minute well permit in 1976. The drill log was never received by the state and the permit was revoked on May 16, 2000. The records at the Phillips County Museum will be reviewed to see if the drill log is there.

The board discussed the purchasing limits for department heads and specifically the Road and Bridge department. Currently any purchase over \$2,000 must be approved by the board even if the purchase was budgeted, but the board would like to consider raising that to \$5,000 for Road and Bridge.

The board agreed not to contribute to the Phillips County Players. The board said the Phillips County Players charge for the dinner and did not feel it was a good use of tax dollars.

Roberts moved to approve the subdivision exemption application submitted by Harvey and Nancy Colglazier to sell 5.44-acres to Coltin and Phawn Houghtelling from a 161-acre parcel located in the NE 1/4 of Section 17, Township 6 North, Range 44 West. Hofmeister seconded the motion, which carried unanimously.

Roberts moved to approve the request from DHS Director Lori Lundgren to move Polly Fetzer to HS Grade 55 Step 5, effective March 1, 2025. Hofmeister seconded the motion, which carried unanimously.

Roberts moved to approve the boundary line adjustment application submitted by Tracy Schroth as presented. Hofmeister seconded the motion, which carried unanimously. The application was to adjust the boundary of the 5.7-acre parcel in the NW 1/4 of Section 15, Township 7 North, Range 44 West, for which a subdivision exemption application was approved on November 8, 2023. The boundary line adjustment reduces the 5.7-acre parcel to 4.16 acres.

Hofmeister moved to approve the request from Assessor Doug Kamery and Treasurer Steve Young to purchase one CS 2554 CI copier from Great Copier Service for a total cost of \$6,693.79, to be split between the two departments. Roberts seconded the motion, which carried unanimously.

Roberts moved to approve the request from Maintenance Supervisor Lonny Vernon to purchase one Walker DS 61 mower deck from Kurtzer's for a total cost of \$4,590. Hofmeister seconded the motion, which carried unanimously.

Hofmeister moved to approve the request from Maintenance Supervisor Lonny Vernon to purchase cameras and accessories for the Event Center security project from Platinum Technology for a total cost of \$14,186. Roberts seconded the motion, which carried unanimously.

Hofmeister moved to sell the Amherst Road and Bridge storage property at a minimum bid of \$50,000. The property consists of a 5,500 square foot Quonset building, another 1,200 square foot building,

1,000-gallon propane tank and a domestic well. Preference may be given to bidders based on the planned use of the property. The board wanted to note that the well on this property also serves two residential properties in Amherst and the expectation would be for the successful bidder to continue to allow these properties to get water at a reasonable rate for as long as the well is usable in its present state of repair. Roberts seconded the motion, which carried unanimously.

**Adjournment**

Chairman Timm adjourned the meeting at 10:41 a.m.

Minutes submitted by County Clerk Beth Zilla.

Next meeting is scheduled for February 28, 2025.

Phillips County Commissioners:

Attest:



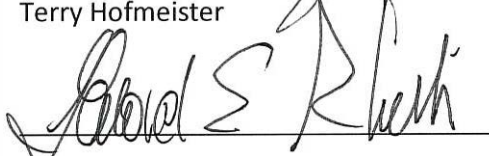
Tom Timm



Beth Zilla, County Clerk



Terry Hofmeister



Garold Roberts