

**Phillips County Commissioner
Meeting Minutes¹
September 18, 2025**

The board held a budget work session with Les Archuleta of Platinum Technology after the meeting.

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 18, 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, and County Treasurer Steve Young

Additional Attendees

Janelle Krueger, Max Fryrear, Candace Fryrear, Nici Akey, Kendra Calderon, Tom Bennett, and Torie Jarvis (via teams)

Additions or Corrections to the Agenda

Additions:

14) Updates from Commissioner Roberts

15) Haxtun land purchase contract

Roberts moved to approve the agenda as amended. 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 09.09.2025 meeting
- b) Approval of invoice list
- c) Acknowledge receipt of CAPP reports
- d) Acknowledge receipt of Treasurer reports
- e) Acknowledge receipt of Building Permits log
- f) Acknowledge receipt of Event Center/BOC Pavilion/Facilities rentals

Public Comments

None presented.

Public Hearing

Chairman Timm opened the public hearing at 9:00 a.m. to consider the subdivision exemption application from Max and Candace Fryrear, seeking to divide a 9.34-acre parcel from a 23.4-acre parcel located in Section 15, Township 6 North, Range 46 West. Chairman Timm, seeing no public comments, closed the hearing at 9:01 a.m.

Appointments

The board met with Administrator Andrew Nygaard, who reported on the following topics:

- The landfill tractor had to be taken in for repairs on September 12. There are issues with the batteries and cables, and they will also check the starter.
- Maintenance personnel have been working on the fence at the racetrack pit. The lights in the BOC Pavilion have also been fixed.
- There is a state-mandated audio-visual upgrade to the courtroom that is scheduled to begin on October 20, as the state requires trials to be streamed. Wires still need to be run in preparation.
- Regarding the Underfunded Courthouse Security Grant, the state has said there is a 20-year covenant on the courthouse that expires on March 27, 2034, but the county can still apply for the grant. The state does not think the project will adversely affect the building, but plans will need to be shared with the state. Bids for the project are due by 4:30 p.m. on Friday, September 26.

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

- The Corn Festival Parade begins at 10:00 a.m. on Saturday, September 27. The Commissioners plan to participate in the parade.
- The National Association of Counties membership was discussed. The cost of membership is \$450 per year. It was the consensus of the board to discontinue Phillips County's membership.

The board met with Treasurer Steve Young to discuss tax lien sales.

The board met with Economic Development Director Kendra Calderon and Economic Development board members Tom Bennett and Nici Akey to discuss economic development updates and the budget request for 2026. Calderon discussed the internship fair scheduled for September 30.

The board met with Torie Jarvis of Sullivan, Green, Seavy, Jarvis, LLC via Teams to discuss suggested revisions to the wind energy section of the Phillips County Land Use Code. Potential changes include increasing setbacks for nonparticipating landowners and added provisions regarding transfers of ownership of a wind energy company. A suggested provision includes the stipulation that if ownership of a wind energy company is transferred, then the Commissioners must approve the transfer of the permit, which is based on the contingencies that the transferee must be able to comply with all the approved conditions of the permit, the conditions are still deemed sufficient, and the transferee must have the financial capability of fulfilling the conditions. New application materials and corresponding standards were suggested relating to cumulative impact assessment and alternative location analysis.

The board discussed the sale of clay and road materials to private individuals. The board agreed that the purpose of the materials is for use on county roads and will not be sold by the county commercially.

Roberts discussed the rates at the Phillips County Landfill and replacing the door at the landfill office with a pre-hung steel door with a window in it. Roberts reported on the progress of the road-building project on County Road 43 and that the cost may be an additional \$8,000. Roberts also reported that Haxtun Health has hired a new CEO who would be starting around October 1.

The board discussed the purchase of the land at 345 E. Fletcher St. in Haxtun, west of the Road and Bridge District 3 shop, which was approved for \$40,000. The county and the seller will each pay their own closing costs.

Unfinished Business

None presented.

Motions/New Business

Roberts moved to approve the request from Road and Bridge Manager Kevin Scott to move Francisco Cruz to a monthly wage increase of \$122.99 effective September 23, 2025. Hofmeister seconded the motion, which carried unanimously.

Roberts moved to make no changes in County Health Pool employee health care benefits for 2026. Hofmeister seconded the motion, which carried unanimously.

Roberts moved to accept the bid of \$300 from Joe and Candy Hofmeister to buy the tax lien on Account N02430, as presented by Treasurer Steve Young. Hofmeister seconded the motion, which carried unanimously.

Hofmeister moved to approve the subdivision exemption application submitted by Max and Candace Fryrear to divide a 9.34-acre parcel from a 23.4-acre parcel located in the north 1/2 of Section 15, Township 6 North, Range 46 West. Roberts seconded the motion, which carried unanimously.

Roberts moved to extend Resolution 2024-06-18-02 authorizing the adoption of a moratorium on the processing of permits related to the construction of any wind farm system or facility within Phillips County through March 18, 2026. Hofmeister seconded the motion, which carried unanimously.

Roberts moved to appoint Commissioner Terry Hofmeister to serve on CCI's Legislative Committee on behalf of Phillips County, and to designate Commissioner Tom Timm as an alternate. Hofmeister seconded the motion, which carried unanimously.

Hofmeister moved to approve the request from Pheasants Forever to allow alcohol at its event on November 8, 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.

Roberts moved to approve the Communications Center funding letter as amended. Hofmeister seconded the motion, which carried unanimously.

Adjournment

Chairman Timm adjourned the meeting at 10:23 a.m.

Minutes submitted by County Clerk Beth Zilla.

Next meeting is scheduled for September 30, 2025.

Phillips County Commissioners:

Attest:



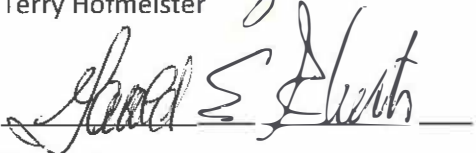
Tom Timm



Beth Zilla, County Clerk



Terry Hofmeister



Garold Roberts