

**Phillips County Commissioner**  
**Meeting Minutes<sup>1</sup>**  
**December 9, 2022**

The board held a work session with members of the Republican River Water Conservation District and Sedgwick County Commissioners Donald Schneider and Howard McCormick in the Bank of Colorado Pavilion meeting room after the regular 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 8:09 a.m. on December 9, 2022, at the County Courthouse in the Commissioner Meeting room.

**County Attendees**

Chairman Tom Timm, Commissioners Garold Roberts and Terry Hofmeister, County Administrator Laura Schroetlin, County Assessor Doug Kamery, Department of Human Services Director Lori Lundgren and Deputy Administrator/Planner Andrew Nygaard.

**Additional Attendees**

Janelle Krueger, Gary Engels, Andrew Turck, Amy Bamford, Heather Kurtzer, and Jared Kurtzer.

**Additions or Corrections to the Agenda**

None presented.

**Approval of Consent Agenda**

Roberts made a motion to approve the consent agenda as presented. Hofmeister seconded the motion. Motion carried unanimously.

**Consent Agenda Items:**

- a) Approval of the minutes of the BOCC 11.30.2022 meeting
- b) Approval of A/P invoice list
- c) Acknowledge receipt of Treasurer's reports
- d) Acknowledge receipt of finance reports
- e) Acknowledge receipt of CAPP reports
- f) Acknowledge receipt of workers' comp reports
- g) Acknowledge receipt of Seaboard Foods quarterly monitoring reports
- h) Acknowledge receipt of proposed annexation to the Town of Haxtun
- i) Acknowledge receipt of public hearing notice for the Town of Haxtun
- j) Acknowledge receipt of Event Center/BOC Pavilion rentals

It was noted that the correct effective date for the increase in salary for the District 1 Phillips County Commissioner is January 10, 2023. This is a correction to the November 30 meeting minutes, which had the incorrect effective date of January 1, 2023.

**Public Comments**

Amy Bamford, Heather Kurtzer, and Jared Kurtzer made comments about the county's wind energy regulations. They have a set of proposed changes to the regulations that they want to give to the Commissioners for their consideration. Topics of discussion also included setbacks from city and town limits and airports.

Janelle Krueger discussed the Holyoke Community Childcare Initiative and the possibility of building a sidewalk between Holyoke Elementary School and the childcare center.

**Appointments**

The board convened as the Board of Human Services at 8:28 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 8:52 a.m.

The board met with Gary Engels for county gun range updates.

**Unfinished Business**

Deputy Administrator/Planner Andrew Nygaard updated the board on the courthouse sidewalk project.

<sup>1</sup> Minutes prepared by Andrew Nygaard are a summary of discussions, not a verbatim account.

Public Hearing

Present were Chairman Timm, Commissioners Hofmeister and Roberts, County Administrator Laura Schroetlin, County Assessor Doug Kamery, Deputy Administrator/Planner Andrew Nygaard, and Holyoke Enterprise editor Andrew Turck. Chairman Timm opened the public hearing for the county’s proposed 2023 budget at 10:00 a.m. Kamery made comments requesting that elected officials be notified before the budget hearing if their budget requests had been approved. The hearing was closed at 10:07 a.m.

Motions/ New Business

Roberts made a motion to approve Resolution 2022-12-09-01, which summarizes expenditures and revenues for each fund, and adopts a budget for the County of Phillips, Colorado, for the calendar year beginning on the first day of January 2023, and ending on the last day of December 2023. Hofmeister seconded the motion. Motion carried unanimously. The Resolution reads:

RESOLUTION TO ADOPT BUDGET

DECEMBER 9, 2022

No. 2022-12-09-01

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND, AND ADOPTING A BUDGET FOR THE COUNTY OF PHILLIPS, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST OF JANUARY 2023, AND ENDING ON THE LAST DAY OF DECEMBER 2023.

WHEREAS, the Board of County Commissioners of Phillips County has appointed Laura L. Schroetlin, County Administrator, to prepare and submit a proposed budget to said governing body on December 9, 2022 for its consideration; and

WHEREAS, Laura L. Schroetlin, Budget Officer, has submitted a proposed budget to this governing body on December 9, 2022, for its consideration, and;

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on December 9, 2022, and interested taxpayers were given the opportunity to file or register any objections to said proposed budget, and

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues or planned to be expended from reserves/fund balances so that the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF PHILLIPS, COLORADO:

Section 1. That estimated expenditures for each fund are as follows:

GENERAL FUND	\$4,130,330
ROAD AND BRIDGE FUND	\$2,159,999
HUMAN SERVICES FUND	\$ 495,367
CAPITAL EXPENDITURE FUND	\$ 839,109
CONSERVATION TRUST FUND	\$ 49,144
AMBULANCE FUND – NOT COUNTY FUNDS	\$ 32,083
UNEMPLOYMENT FUND – TRUST FUND	\$ 30,977
E911 FUND – NOT A COUNTY FUND	\$ 170,619
ECONOMIC DEVELOPMENT FUND	\$ 124,927
AMERICAN RECOVERY ACT FUND	\$ 411,561

Section 2. That estimated revenues for each fund are as follows:

GENERAL FUND	
From unappropriated surpluses	\$2,457,167
From sources other than general property tax	\$1,676,917
From the general property tax levy	<u>\$2,185,734</u>
Total General Fund	\$6,319,818
ROAD AND BRIDGE FUND	
From unappropriated surpluses	\$1,085,730
From sources other than general property tax	\$1,601,069
From the general property tax levy	<u>\$ 363,153</u>
Total Road and Bridge Fund	\$3,049,952
HUMAN SERVICES FUND	
From unappropriated surpluses	\$339,045
From sources other than general property tax	\$450,595
From the general property tax levy	<u>\$155,776</u>
Total Human Services Fund	\$945,416
CAPITAL EXPENDITURE FUND	
From unappropriated surpluses	\$ 778,287
From sources other than general property tax	\$ 589,943
From the general property tax levy	<u>\$ 48,680</u>
Total Capital Expenditure Fund	\$1,416,910
CONSERVATION TRUST FUND	
From unappropriated surpluses	\$35,094
From sources other than general property tax	\$14,050
From the general property tax levy	<u>\$ 0</u>
Total Conservation Trust Fund	\$49,144

AMBULANCE FUND

From unappropriated surpluses	\$ 16,002
From sources other than general property tax	\$ 16,081
From the general property tax levy	<u>\$ 0</u>
Total Ambulance Fund	\$32,083

UNEMPLOYMENT FUND

From unappropriated surpluses	\$30,977
From sources other than general property tax	\$ 0
From the general property tax levy	<u>\$ 0</u>
Total Unemployment Fund	\$30,977

E911 FUND

From unappropriated surpluses	\$132,192
From sources other than general property tax	\$198,375
From the general property tax levy	<u>\$ 0</u>
Total E911 Fund	\$330,567

ECONOMIC DEVELOPMENT FUND

From unappropriated surpluses	\$ 8,935
From sources other than general property tax	\$128,000
From the general property tax levy	<u>\$ 0</u>
Total Economic Development Fund	\$136,935

AMERICAN RECOVERY PLAN ACT FUND

From unappropriated surpluses	\$411,561
From sources other than general property tax	\$ 0
From the general property tax levy	<u>\$ 0</u>
Total American Recovery Plan Act Fund	\$411,561

Section 3. That the budget submitted, and hereinabove summarized by fund, be, and the same hereby is approved and adopted as the budget of Phillips County, Colorado for the year stated above.

Section 4. That the budget hereby approved and adopted shall be signed by Board of County Commissioners of Phillips County and certified by the County Clerk and made a part of the public records of Phillips County.

Hofmeister made a motion to approve Resolution 2022-12-09-02, which appropriates sums of money to the various Phillips County funds and spending agencies for the 2023 budget year. Roberts seconded the motion. Motion carried unanimously. The Resolution reads:

RESOLUTION TO APPROPRIATE SUMS OF MONEY

DECEMBER 9, 2022

No. 2022-12-09-02

A RESOLUTION APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNTS AND FOR THE PURPOSE AS SET FORTH BELOW, FOR PHILLIPS COUNTY, COLORADO, FOR THE 2023 BUDGET YEAR.

WHEREAS, the Board of County Commissioners has adopted the annual budget in accordance with the Local Government Budget Law, on December 9, 2022, and;

WHEREAS, the Board of County Commissioners has made provision therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget, and;

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, so as not to impair the operations of the County.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of the County of Phillips, Colorado:

Section 1. That the following sums are hereby appropriated from the revenue of each fund, to each fund, for purposes stated:

GENERAL FUND	\$4,130,330
ROAD AND BRIDGE FUND	\$2,159,999
HUMAN SERVICES FUND	\$ 495,367
CAPITAL EXPENDITURE FUND	\$ 839,109
CONSERVATION TRUST FUND	\$ 49,144
AMBULANCE FUND	\$ 32,083
UNEMPLOYMENT FUND	\$ 30,977
E911 FUND	\$ 170,619
ECONOMIC DEVELOPMENT	\$ 124,927
AMERICAN RECOVERY ACT	\$ 411,561
TOTAL ALL FUNDS	\$8,444,116

Roberts made a motion to approve Resolution 2022-12-09-03, levying general property taxes for the 2022 assessment year payable in 2023 to help defray the costs of government for Phillips County,

Colorado, for the 2023 budget year. Hofmeister seconded the motion. Motion carried unanimously. The Resolution reads:

RESOLUTION TO SET MILL LEVIES

December 9, 2022

No. 2022-12-09-03

A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2022 ASSESSMENT YEAR PAYABLE IN 2023 TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE COUNTY OF PHILLIPS, COLORADO, FOR THE 2023 BUDGET YEAR.

WHEREAS, the Board of County Commissioners of the County of Phillips has adopted the annual budget in accordance with the Local Government Budget Law, on December 9, 2022 and;

WHEREAS, the amount of money necessary to balance the budget for general operating purposes (General Fund) is \$2,185,734, and;

WHEREAS, the amount of money necessary to balance the budget for Road & Bridge Fund is \$363,153 and;

WHEREAS, the amount of money necessary to balance the budget for Human Services Fund is \$155,776, and;

WHEREAS, the amount of money necessary to balance the budget for Capital Expenditure Fund is \$48,680 and;

WHEREAS, the 2022 valuation for assessment for the County of Phillips as certified by the County Assessor is \$97,360,110.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF PHILLIPS, COLORADO:

Section 1. That for the purpose of meeting all operating expenses of County of Phillips during the 2023 budget year, there is hereby levied a tax of 28.28 mills upon each dollar of the total valuation for assessment of all taxable property within the County in 2022.

The details of the above tax levies are as follows:

<u>FUND</u>	<u>MILL LEVY</u>
General	22.45
Road and Bridge	3.73
Human Services	1.60
Capital Expenditure	<u>0.50</u>
Total levy	28.28

Section 2. That the Budget Officer is hereby authorized and directed to immediately certify to the County Commissioners of Phillips County, Colorado the mill levies for the COUNTY OF PHILLIPS as herein above determined and set.

Roberts made a motion that the ARPA funds being used for payroll will be paid out to county employees monthly in 2023. Hofmeister seconded the motion. Motion carried unanimously.

Roberts made a motion to approve the renewal of the farm ground lease at the Phillips County Landfill with Duane Harms for 2023. The lease is for 57 acres at \$35.00 per acre for an annual lease amount of \$1,995.00. Hofmeister seconded the motion. Motion carried unanimously.

Hofmeister made a motion to approve the 2023 Board of County Commissioners draft meeting schedule as presented. Roberts seconded the motion. Motion carried unanimously.

The board discussed the appointments that are expiring on the Board of Adjustment, Planning Commission, and Fair Board.

Adjournment

Chairman Timm adjourned the meeting at 10:40 a.m.

Minutes submitted by Andrew Nygaard.

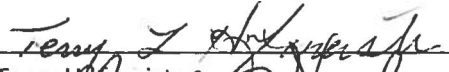
Next meeting is scheduled for December 19, 2022.

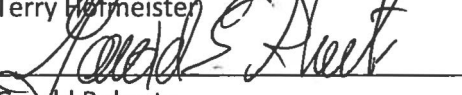
Phillips County Commissioners:

Attest:

  
Tom Timm

  
Beth Zilla, County Clerk

  
Terry Hofmeister

  
Gerald Roberts