

**Phillips County Commissioner  
Meeting Minutes<sup>1</sup>  
December 10, 2024**

**Call to order**

Chairman Hofmeister called the meeting of the Phillips County Commissioners to order and opened with the Pledge of Allegiance at 8:00 a.m. on December 10, 2024, at the County Courthouse in the Commissioner Meeting room.

**County Attendees**

Chairman Terry Hofmeister, Commissioners Garold Roberts and Tom Timm, County Administrator/Planner Andrew Nygaard, County Clerk Beth Zilla, County Assessor Doug Kamery, and Department of Human Services Director Lori Lundgren

**Additional Attendees**

Janelle Krueger

**Additions or Corrections to the Agenda**

None presented.

**Approval of Consent Agenda**

Timm 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 11.27.2024 meeting
- b) Approval of invoice list
- c) Acknowledge receipt of Building Permits log
- d) Acknowledge receipt of Event Center/BOC Pavilion/Facilities rentals, surveys

**Public Comments**

None presented.

**Public Hearings**

Chairman Hofmeister opened the public hearing at 9:03 a.m. to consider the subdivision exemption application submitted by Rick Ensminger to divide a 2.97-acre parcel from a 157-acre parcel located in Section 5, Township 7 North, Range 47 West. The Commissioners discussed the water easement on the survey and the availability of water were discussed. Chairman Hofmeister, seeing no further public comments, closed the hearing at 9:23 a.m.

Chairman Hofmeister opened the 2025 Budget Hearing 10:00 a.m. Doug Kamery and Beth Zilla asked what was in the budget regarding wages, and the Commissioners answered that there would be a 3.5% cost of living increase as well as \$100 additional pay for full-time employees. Seeing no further comments, Chairman Hofmeister closed the hearing at 10:20 a.m.

**Unfinished Business**

None presented

**Motions/New Business**

The board tabled taking action on Rick Ensminger's subdivision exemption application until more information could be obtained about water availability on the parcel.

Roberts moved to approve the 2025 Board of County Commissioners meeting schedule as presented.

Roberts moved to adopt Resolution 202 4-12-10-01 which summarizes expenditures and revenues for each fund, and adopting a budget for the County of Phillips, Colorado, for the calendar year beginning on the first day of January 2025 and ending on the last day of December 2025. Timm seconded the motion, which carried unanimously. The Resolution reads:

**WHEREAS**, the Board of County Commissioners of Phillips County has appointed Andrew Nygaard, County Administrator, to prepare and submit a proposed budget to said governing body on December 10, 2024 for its consideration; and

**WHEREAS**, Andrew Nygaard, Budget Officer, has submitted a proposed budget to this governing body on December 10, 2024, for its consideration, and;

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

**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 10, 2024, 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	\$4,575,523
ROAD AND BRIDGE FUND	\$2,524,940
HUMAN SERVICES FUND	\$ 515,503
CAPITAL EXPENDITURE FUND	\$ 405,000
CONSERVATION TRUST FUND	\$ 61,133
AMBULANCE FUND – NOT COUNTY FUNDS	\$ 136,032
UNEMPLOYMENT FUND – TRUST FUND	\$ 30,977
E911 FUND – NOT A COUNTY FUND	\$ 185,425
AMERICAN RECOVERY ACT FUND	\$ 115,011

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

**GENERAL FUND**

From unappropriated surpluses	\$3,452,634
From sources other than general property tax	\$1,499,054
From the general property tax levy	<u>\$2,277,867</u>
Total General Fund	\$7,229,555

**ROAD AND BRIDGE FUND**

From unappropriated surpluses	\$ 711,413
From sources other than general property tax	\$2,331,756
From the general property tax levy	<u>\$ 370,257</u>
Total Road and Bridge Fund	\$3,413,426

**HUMAN SERVICES FUND**

From unappropriated surpluses	\$ 539,995
From sources other than general property tax	\$ 390,564
From the general property tax levy	<u>\$ 158,807</u>
Total Human Services Fund	\$1,089,366

**CAPITAL EXPENDITURE FUND**

From unappropriated surpluses	\$ 910,244
From sources other than general property tax	\$ 226,000
From the general property tax levy	<u>\$ 0</u>
Total Capital Expenditure Fund	\$1,136,244

**CONSERVATION TRUST FUND**

From unappropriated surpluses	\$46,833
From sources other than general property tax	\$14,300
From the general property tax levy	<u>\$ 0</u>
Total Conservation Trust Fund	\$61,133

**AMBULANCE FUND**

From unappropriated surpluses	\$ 87,951
From sources other than general property tax	\$ 32,081
From the general property tax levy	<u>\$ 0</u>
Total Ambulance Fund	\$120,032

**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	\$503,931
From sources other than general property tax	\$262,300
From the general property tax levy	<u>\$ 0</u>
Total E911 Fund	\$766,231

AMERICAN RECOVERY PLAN ACT FUND

From unappropriated surpluses	\$0
From sources other than general property tax	\$115,011
From the general property tax levy	\$ 0
Total American Recovery Plan Act Fund	\$115,011

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.

Timm moved to adopt Resolution 2024-12-10-02 which appropriates sums of money to the various Phillips County funds and spending agencies for the 2025 budget year. Roberts seconded the motion, which carried unanimously. The Resolution reads:

**WHEREAS**, the Board of County Commissioners has adopted the annual budget in accordance with the Local Government Budget Law, on December 10, 2024, 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	\$4,575,523
ROAD AND BRIDGE FUND	\$2,524,940
HUMAN SERVICES FUND	\$ 515,503
CAPITAL EXPENDITURE FUND	\$ 405,000
CONSERVATION TRUST FUND	\$ 61,133
AMBULANCE FUND	\$ 136,032
UNEMPLOYMENT FUND	\$ 30,977
E911 FUND	\$ 185,425
AMERICAN RECOVERY ACT	\$ 115,011
<b>TOTAL ALL FUNDS</b>	<b>\$8,549,544</b>

Roberts moved to adopt Resolution 2024-12-10-03 levying general property taxes for the 2024 assessment year payable in 2025 to help defray the costs of government for Phillips County, Colorado for the 2025 budget year. Timm seconded the motion, which carried unanimously. The Resolution reads:

**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 10, 2024, and;

**WHEREAS**, the amount of money necessary to balance the budget for general operating purposes (General Fund) is \$2,277,867, and;

**WHEREAS**, the amount of money necessary to balance the budget for Road & Bridge Fund is \$370,257 and;

**WHEREAS**, the amount of money necessary to balance the budget for Human Services Fund is \$158,807, and;

**WHEREAS**, the amount of money necessary to balance the budget for Capital Expenditure Fund is \$0 and;

**WHEREAS**, the 2024 valuation for assessment for the County of Phillips as certified by the County Assessor is \$99,270,880.

**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 2025 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 2024.

The details of the above tax levies are as follows:

<u>FUND</u>	<u>MILL LEVY</u>
General	22.95
Road and Bridge	3.73
Human Services	1.60
Capital Expenditure	<u>0</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.

**Adjournment**

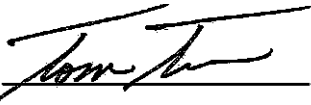
Chairman Hofmeister adjourned the meeting at 10:32 a.m.

Minutes submitted by Andrew Nygaard.

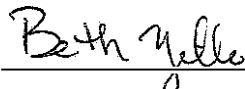
Next meeting is scheduled for December 19, 2024.

Phillips County Commissioners:

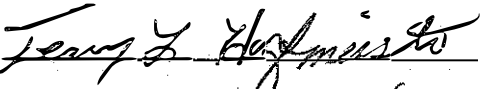
Attest:



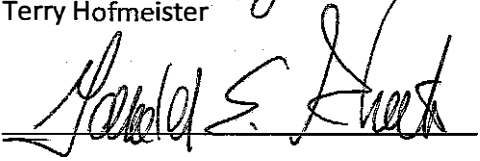
Tom Timm



Beth Zilla, County Clerk



Terry Hofmeister



Garold Roberts