

**Phillips County Commissioner**  
**Meeting Minutes<sup>1</sup>**  
**January 20, 2023**

**Call to Order**

Chairman Garold Roberts called the meeting of the Phillips County Commissioners to order and opened with the Pledge of Allegiance at 8 a.m. on January 20, 2023, at the County Courthouse in the Commissioner Meeting room.

**County Attendees**

Chairman Garold Roberts, Commissioners Terry Hofmeister and Tom Timm, County Administrator Laura Schroetlin, County Assessor Doug Kamery, and Deputy Administrator/Planner Andrew Nygaard.

**Additional Attendees**

Janelle Krueger, Keith Sagehorn, Linda Jelden, Michelle Harms, Will Arthur, and Gerald Whipple.

**Additions or Corrections to the Agenda**

None presented.

**Approval of Consent Agenda**

Timm 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 01.09.2023 regular meeting
- b) Approval of the minutes of the BOCC 01.09.2023 reorganizational meeting
- c) Approval of invoice lists (2)
- d) Approval of Veterans Service Officer monthly reports
- e) Acknowledge receipt of Treasurer's reports
- f) Acknowledge receipt of Workers' Comp reports
- g) Acknowledge receipt of building permit application
- h) Acknowledge receipt of Mobile Food Pantry report
- i) Acknowledge receipt of Event Center/BOC Pavilion rentals

**Public Comments**

Keith Sagehorn expressed his concerns about the state closing highways when they're passable. He would like to see more local control regarding those decisions instead of the state making the determination on its own.

**Appointments**

The board met with Linda Jelden regarding classroom space for Phillips County Family Education Services.

The board met with Michelle Harms about the possibility of having a gun room at the Home Show scheduled for February 4, 2023, at the Phillips County Event Center. The request was approved as long as any minors who enter the room are accompanied by adults.

The board met with Will Arthur, representing Attentive-CIGNA, and tabled the signing of the Master Service Agreement for Attentive LLC until more information is received.

The board met with Gerald Whipple regarding the Phillips County CDL Testing Unit. By statute the tester is to be a county employee under the county's worker's compensation and liability insurance, so the decision was made to hire Whipple as a county employee and place him on the payroll. Whipple will be paid \$250 per truck driver test and \$115 per bus driver test. Operational costs for the testing unit will be borne by the County.

**Unfinished Business**

The board tabled discussion of vehicle inspection details for secure transportation services until more information is received.

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

### **Motions/ New Business**

The board discussed the county's cyber security policy and multi-factor authentication. Hofmeister made a motion to move forward with establishing multi-factor authentication on county devices. Timm seconded the motion. Motion carried unanimously.

The board discussed non-profit payroll criteria for the county, specifically regarding Holyoke and Haxtun Chambers of Commerce and Phillips County Economic Development. After review by CTSI, it was determined that the entities do not meet the criteria, and the county cannot do payroll for them.

The board discussed putting a backup generator in place for the Communications Center. Hofmeister made a motion to approve the purchase of a backup generator for a cost not to exceed \$20,000. Timm seconded the motion. Motion carried unanimously.

Timm made a motion to approve the request from Family Education Services to waive fees for the use of available meeting room space at the Event Center or Pavilion for evening classroom instruction. Hofmeister seconded the motion. Motion carried unanimously.

Hofmeister made a motion to authorize the chairman to sign the annual CDOT/HTUF mileage certification. Timm seconded the motion. Motion carried unanimously.

Timm made a motion to approve the 2023 Colorado Counties Casualty and Property Pool contribution in the amount of \$255,010. Hofmeister seconded the motion. Motion carried unanimously.

Hofmeister made a motion to approve the 2023 Colorado Counties Workers' Compensation Pool contribution in the amount of \$45,770. Timm seconded the motion. Motion carried unanimously.

Timm made a motion to approve the request from Undersheriff Michael Beard, representing Sheriff Thom Elliott, to move Kelley Sullivan to GN40 Grade 20 Step 4, effective January 1, 2023. Hofmeister seconded the motion. Motion carried unanimously.

Hofmeister made a motion to approve the request from Communications Center Director Kenny Gaskill to move Paolo Mallari to GN40 Grade 11 Step 3, effective January 20, 2023. Timm seconded the motion. Motion carried unanimously.

Timm made a motion to approve the designation of Terry Hofmeister as Phillips County's representative to the County Health Pool. Roberts seconded the motion. Motion carried unanimously.

### **Adjournment**

Chairman Roberts adjourned the meeting at 11:24 a.m.

Minutes submitted by Andrew Nygaard.


Next meeting is scheduled for January 31, 2023.

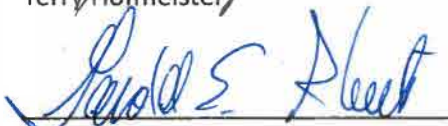
Phillips County Commissioners:

Attest:

  
Tom Timm

  
Beth Zilla, County Clerk

  
Terry Hofmeister

  
Garold Roberts