

Phillips County Commissioner  
Meeting Minutes<sup>1</sup>  
April 18, 2023

The board held a work session with Road and Bridge Manager Mike Salyards prior to the meeting.

**Call to order**

Chairman Garold Roberts called the meeting of the Phillips County Commissioners to order and opened with the Pledge of Allegiance at 8:00 a.m. on April 18, 2023, at the County Courthouse in the Commissioner Meeting room.

**County Attendees**

Chairman Garold Roberts, Commissioners Tom Timm and Terry Hofmeister, County Administrator Laura Schroetlin, Deputy Administrator/Planner Andrew Nygaard, County Clerk Beth Zilla, County Sheriff Michael Beard, and Maintenance Supervisor Lonny Vernon.

**Additional Attendees**

Darlene Carpio

**Additions or Corrections to the Agenda**

Unfinished Business: TAP and Courthouse Sidewalk Grant Projects

New Business: #12, SB22-153 Security Election Grant Approval

Appointments: County Maintenance Supervisor Lonny Vernon

**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 04.07.2023 meeting
- b. Approval of invoice list
- c. Approval of Public Trustee 1<sup>st</sup> quarter report
- d. Acknowledge receipt of Treasurer's report
- e. Acknowledge receipt of compliance review of Conservation Trust Fund
- f. Acknowledge receipt of invitation to State Land Board meeting
- g. Acknowledge receipt of Mobile Food Pantry report
- h. Acknowledge receipt of Event Center/BOC Pavilion rentals
- i. Acknowledge receipt of the VSO Report
- j. Acknowledge receipt of building permits log

**Public Comments**

None presented.

**Appointments**

Darlene Carpio, representative for Congressman Ken Buck, met with the board to give updates from Congressman Buck's office.

The board met with County Maintenance Supervisor Lonny Vernon, who provided updates on ongoing projects at the landfill, fairgrounds, and courthouse.

**Unfinished Business**

Nygaard updated the board on TAP grants that have been applied for and the courthouse sidewalk project.

**Motions/ New Business**

The Road & Bridge department was authorized to advertise a job opening for a full-time roadworker and a seasonal employee.

The board tabled action on the Action Communications lease agreement.

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

County Sheriff Michael Beard and County Road and Bridge Manager Mike Salyards met with the board to discuss the purchase of a new pickup for each of their departments.

Hofmeister made a motion to have the chairman sign the employer agreement form with New York Life to allow Phillips County employees to consider New York Life products. Timm seconded the motion. Motion carried unanimously.

Timm made a motion to adopt Resolution 2023-04-18-23-01:

**A RESOLUTION APPOINTING THREE MEMBERS TO THE BOARD OF DIRECTORS FOR THE HOLYOKE RURAL FIRE PROTECTION DISTRICT**

**WHEREAS**, pursuant to Colo. Rev. Stat. §1-12-207, the Holyoke Rural Fire Protection District (hereinafter "RFPD") Board of Directors has three seat vacancies since a lack of an election in April of 2022; and

**WHEREAS**, pursuant to Colo. Rev. Stat. §1-12-207, the Board of County Commissioners of the County of Phillips, State of Colorado (hereinafter referred to as "the Board"), has the duty and authority to fill such vacancies and appoint Board Members; and

**WHEREAS**, to circumvent any interruption in services of the RFPD, the Board desires to appoint three Board Members; and

**WHEREAS**, the term of such appointments shall be until the next general election of the RFPD in April 2025; and

**NOW, THEREFORE, BE IT** resolved by the Board of County Commissioners of Phillips County Colorado: that Carroll Bussell, Robert Koberstein, and Mark Lutze are hereby appointed as Members of the Board of Directors for the RFPD effective the 18th day of April 2023.

Hofmeister seconded the motion. Motion carried unanimously.

Hofmeister made a motion to approve the recommendation of the Planning Commission to approve the subdivision exemption request submitted by the Estate of Dorothy Hubbard to sell approximately 10.01 acres in the S½ of the SE¼ of Section 24-6-43 to Keeley Lloyd. Timm seconded the motion. Motion carried unanimously.

Timm made a motion to approve the job description for Landfill Operator as amended. Hofmeister seconded the motion. Motion carried unanimously.

Hofmeister made a motion to approve a hiring bonus of \$3,000 for full-time employees hired between April 18, 2023 and December 31, 2023, to be paid out in four (4) equal installments, with the condition of a 2-year service commitment. Timm seconded the motion. Motion carried unanimously.

Hofmeister made a motion for the chairman to sign the grant agreement between the Colorado Department of State and Phillips County Clerk and Recorder in the amount of \$24,500.00 for the SB22-153 Security Grant. Timm seconded the motion. Motion carried unanimously.

The board reiterated that all Departments must follow security directives from the IT department regarding software and hardware use, as the IT personnel work to ensure that the county does not experience a serious cyber breach.

**Adjournment**


Chairman Roberts adjourned the meeting at 11:00 a.m.

Minutes submitted by County Clerk Beth Zilla.

Next meeting is scheduled for April 28, 2023.

Phillips County Commissioners:

Attest:

  
Garold Roberts

  
Beth Zilla, County Clerk

  
Terry Hofmeister

  
Tom Timm