

Phillips County Commissioner  
Meeting Minutes<sup>1</sup>  
August 21, 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 8:00 a.m. on August 21, 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, Deputy Administrator/Planner Andrew Nygaard, County Clerk Beth Zilla, Road and Bridge Manager Mike Salyards, and Veterans' Service Officer Jeremy Kilpatrick

**Additional Attendees**

Janelle Krueger, Jessica Ayala, Casey Blake, Holly Ferguson, Jessie Stewart, Stephanie Starkebaum, and Darlene Carpio

**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 08.09.2023 meeting
- b. Approval of invoice list
- c. Acknowledge receipt of Workers' Comp reports
- d. Acknowledge receipt of HUTF summary
- e. Acknowledge receipt of Event Center/BOC Pavilion rentals

**Public Comments**

Road and Bridge Manager Mike Salyards discussed gravel pits and tubing for Mark Clayton's cattle crossing.

**Appointments**

The board met with Holyoke Chamber of Commerce Director Jessica Ayala, Chamber President Casey Blake, and Holly Ferguson to discuss their upcoming events:

- Halloween Party at the Phillips County Event Center on October 14, 2023
- Concert at the Pavilion on June 29, 2024

The board met with CSU Extension Agents Jessie Stewart and Stephanie Starkebaum for updates from their offices.

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

Veterans' Service Officer Jeremy Kilpatrick discussed the State Veterans Office 2021-2022 audit report with the board.

**Unfinished Business**

The board discussed 2024 Budget Work Session dates and scheduled them after the Commissioner meetings on September 19, September 29, and October 6, 2023.

**Motions/ New Business**

The board acknowledged the receipt of the Notice of Forfeiture of exempt property.

The board approved Melissa Memorial Hospital's request to hold their Halloween Trunk or Treat event at the Courthouse south parking lot and Courthouse lawn from 3:30 p.m. to 5:30 p.m. on October 31, 2023.

The board reviewed the 2024 county holiday schedule as presented.

Timm made a motion to approve the request from Chamber of Commerce Director Jessica Ayala to allow alcohol at their upcoming Halloween event to be held at the Event Center on October 14, 2023, with the condition that a special events permit is obtained from the City of Holyoke, the required liquor liability

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

insurance is acquired, and additional alcohol deposit is paid. Hofmeister seconded the motion. Motion carried unanimously.

Hofmeister made a motion to authorize Chairman Roberts to sign the Certification by County Board of Equalization form. Timm seconded the motion. Motion carried unanimously.

**Adjournment**

Chairman Roberts adjourned the meeting at 11:30 a.m.

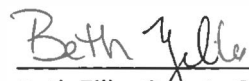
Minutes submitted by County Clerk Beth Zilla.

Next meeting is scheduled for August 30, 2023.

Phillips County Commissioners:

  
Gerald Roberts

Attest:

  
Beth Zilla, County Clerk

  
Terry Hofmeister

  
Tom Timm