

Phillips County Commissioner  
Meeting Minutes<sup>1</sup>  
August 30, 2023

The board held a work session with Road and Bridge Manager Mike Salyards and Assistant Road and Bridge Manager Kevin Scott.

**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 30, 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, Assistant Road and Bridge Manager Kevin Scott, and County Treasurer Steve Young

**Additional Attendees**

Janelle Krueger, Tim and Mariane Ortner

**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 08.21.2023 meeting
- b. Approval of August payroll
- c. Approval of invoice list
- d. Acknowledge receipt of CTSI, CAPP, and CWCP Loss Analysis
- e. Acknowledge receipt of the building permit log
- f. Acknowledge receipt of Event Center/BOC Pavilion rentals

**Public Comments**

None presented.

**Appointments**

The board met with County Treasurer Steve Young to discuss tax lien sales. He stated the sale will take place on December 5<sup>th</sup>. More information will be provided at the next meeting.

The board met with County Clerk Zilla to discuss the ERTB grant that was awarded to Phillips County for a new recording system, online access, and E-commerce transactions.

**Public Hearings**

Chairman Roberts opened the hearing at 9:30 a.m. to consider the subdivision exemption request from Tim and Mariane Ortner, looking to divide a 10-acre parcel from a 160-acre parcel located in South ½ of Section 12, T7N, R44W. Tim Ortner said the purpose of the subdivision exemption request was for estate planning. Chairman Roberts, seeing no further public comments, closed the hearing at 9:32 a.m.

Chairman Roberts opened the hearing to consider the proposed Phillips County Commissioner re-districting maps at 10:00 a.m. Janelle Krueger said she feels that the primary stakeholders in the re-districting requirement are those who are interested in running for Phillips County Commissioner. Chairman Roberts, seeing no further public comments, closed the public hearing testimony phase at 10:05 a.m. and laid over the matter definitely until the September 8, 2023, Board of County Commissioners meeting.

**Unfinished Business**

None presented.

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

**Motions/New Business**

The board tabled the discussion about having a Fair Manager until the vacant positions on the Fair Board are filled.

Hofmeister made a motion to authorize Chairman Roberts to electronically sign the grant award letter for \$185,272 from the Electron Recording Technology Board (ERTB). Timm seconded the motion. Motion carried unanimously.

Timm made a motion to approve the subdivision exemption request submitted by Tim and Mariane Ortnr to divide a tract of approximately 10 acres from 160 acres in the south ½ of Section 12, T7N, R44W. Hofmeister seconded the motion. Motion carried unanimously.

**Adjournment**

Chairman Roberts adjourned the meeting at 10:12 a.m.

Minutes submitted by County Clerk Beth Zilla.

Next meeting is scheduled for September 8, 2023.

Phillips County Commissioners:



Garold Roberts



Terry Hofmeister



Tom Timm

Attest:



Beth Zilla, County Clerk