

Phillips County Commissioner
Meeting Minutes¹
December 29, 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. at the County Courthouse in the Commissioner meeting room.

County Attendees

Chairman Garold Roberts, Commissioners Terry Hofmeister and Tom Timm, Deputy Administrator/Planner Andrew Nygaard, Administrator Laura Schroetlin, County Clerk Beth Zilla, County Treasurer Steve Young, CDL Tester Gerald Whipple, and Veterans' Service Officer Jeremy Kilpatrick

Additional Attendees

Janelle Krueger

Additions or Corrections to the Agenda

Addition

10) CSU Extension MOU

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 12.15.2023 meeting
- b. Approval of December payroll
- c. Approval of invoice list
- d. Acknowledge receipt of HUTF summary – December
- e. Acknowledge receipt of Building Permits log
- f. Acknowledge receipt of Event Center/BOC Pavilion rentals

Public Comments

None presented.

Appointments

Gerald Whipple, CDL tester for Phillips County, met with the board to update them on all the changes within obtaining a commercial driver's license.

The board met with Veterans' Service Officer Jeremy Kilpatrick, who provided updates from his office.

The meeting recessed at 9:02 a.m. to attend retirement receptions for County Administrator Laura Schroetlin and Deputy Treasurer Sheila Gift. The meeting reconvened at 9:56 a.m.

Unfinished Business

The board reviewed the proposed fee revisions for tires taken in at the landfill.

Motions/ New Business

Hofmeister made a motion to approve the request from Landfill Manager Bill Andrews to revise rates for tires taken in, per waste tire disposal price list provided by the tire recycler vendor. Timm seconded the motion. Motion carried unanimously.

Timm made a motion to authorize the chairman to sign the Certification of Levies and Revenue for tax year 2023. Entities have until January 10, 2024, to certify their mill levies. Hofmeister seconded the motion. Motion carried unanimously.

Hofmeister made a motion to approve the request from County Treasurer Steve Young to hire Sheila Gift for up to one hundred hours on a part-time basis, effective January 2, 2024. Timm seconded the motion. Motion carried unanimously.

Timm made a motion to approve the request from the Board of County Commissioners to promote Andrew Nygaard to the position of Phillips County Administrator/Planner, effective January 1, 2024. Hofmeister seconded the motion. Motion carried unanimously.

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

Hofmeister made a motion to approve the request from incoming County Administrator/Planner Andrew Nygaard to hire Laura Schroetlin for up to one hundred hours on a part-time basis, effective January 2, 2024. Timm seconded the motion. Motion carried unanimously.

The board met with County Treasurer Steve Young to discuss the sale of county-held liens.

Timm made a motion to approve the request from Treasurer Steve Young to sell a county-held lien on Account #N011475 for severed mineral rights to the surface owner for \$180. Hofmeister seconded the motion. Motion carried unanimously.

Hofmeister made a motion to approve the request from Treasurer Steve Young to sell a county-held lien on Account #N001373 for severed mineral rights to the surface owner for \$115.55. Timm seconded the motion. Motion carried unanimously.

The board reviewed the Organizational Chart. No changes were made.

The board reviewed and discussed the fee schedule for 2024, board will make changes and revisit at the reorganization meeting.

The board tabled the discussion on the Memorandum of Understanding with CSU Extension until they receive more information from County Attorney Tammy Kelley.

Timm made a motion to reappoint Jeremy Kilpatrick to a two-year term as Phillips County Veterans' Service Officer, effective January 1, 2024. Hofmeister seconded the motion. Motion carried unanimously.

Adjournment

Chairman Roberts adjourned the meeting 10:56 a.m.

Minutes submitted by County Clerk Beth Zilla.

Next meeting is scheduled for January 9, 2024.

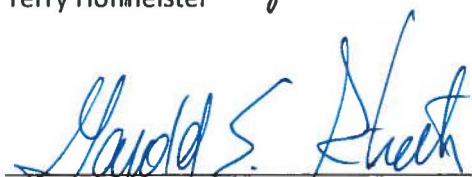
Phillips County Commissioners:

Attest:


Tom Timm


Beth Zilla, County Clerk


Terry Hofmeister


Garold Roberts