

Phillips County Commissioner  
Meeting Minutes<sup>1</sup>  
January 9, 2024

The board held a work session with Road and Bridge Manager Mike Salyards and Assistant Road and Bridge Manager Kevin Scott 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 January 9, 2024, at the County Courthouse in the Commissioner meeting room.

**County Attendees**

Chairman Garold Roberts, Commissioners Terry Hofmeister and Tom Timm, Administrator/Planner Andrew Nygaard, County Clerk Beth Zilla, County Assessor Doug Kamery, Department of Human Services Director Lori Lundgren, Emergency Manager Broc Pelle, Administrative Support Christy Kage, and Event Center Reservationist Carrie Anderson via phone

**Additional Attendees**

Janelle Krueger, Joe Bellm via phone, Steve Brown

**Additions or Corrections to the Agenda**

Additions:

- 11) Sign at the fairgrounds
- 12) Sealed bids for portable lights
- 13) RAISE grant letter of support
- 14) Housing project update

**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 12.29.2023 meeting
- b) Approval of invoice list
- c) Approval of Veterans Service Officer monthly report
- d) Acknowledge receipt of CAPP reports
- e) Acknowledge receipt of Workers' Comp reports
- f) Acknowledge receipt of 2023 Abstract of Assessment
- g) Acknowledge receipt of Building Permits log
- h) Acknowledge receipt of Event Center/BOC Pavilion annual reports
- i) Acknowledge receipt of Event Center/BOC Pavilion rentals
- j) Acknowledge receipt of Treasurers' reports

**Public Comments**

Assessor Doug Kamery attended the public comment period to discuss the salary schedule.

Steve Brown, Chairman of the Republican Party, attended the public comment period to discuss the Event Center Rental that he has booked on March 3, 2024. Brown asked the board to consider a reduced rental fee since they are a non-profit organization, and they will not be able to use the Ortner room as it has already been rented out.

**Appointments**

The board convened as the Board of Human Services at 8:53 a.m., meeting with Director Lori Lundgren. The minutes from this portion of the meeting will be maintained by the Department of Human Services. The board reconvened as the Board of County Commissioners at 8:58 a.m.

The board met with Emergency Manager Broc Pelle for updates from his office.

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



### **Motions/ New Business**

Roberts gave updates regarding housing and a site survey that had been completed.

The board met with Christy Kage, who started in the Administration/Planning office on January 1, 2024 as administrative support.

Administrator Nygaard gave an update on the letter of support request regarding a RAISE grant application. He will contact NECALG grant writer Linda Merkl for more information.

Hofmeister updated the board on the 2024 ballot measure to prohibit slaughterhouses in the City/County of Denver.

Timm gave an update on the Phillips County Fairgrounds archway sign. The sign will be installed prior to the Showdown on the Plains cattle show on January 26.

The board agreed to accept sealed bids for the portable lights until 4 p.m. on Thursday, January 18, 2024 and open the bids at the January 19 Commissioner meeting.

The board met with Joe Bellm via phone to discuss the 2024 racing contract and race schedule.

The board agreed to give the Republican Party a discount of \$50 because the Ortnor room will not be available for use the day of the Lincoln Day Dinner on March 3, 2024. The Republican Party had rented the entire event center for that day.

The board reviewed the Courthouse Sidewalk Project invoice.

Timm made a motion to approve the letter from the Phillips County Commissioners opposing the November 2024 ballot measure to prohibit slaughterhouses in Denver. Hofmeister seconded the motion. Motion carried unanimously.

Hofmeister made a motion to authorize the chairman to sign the EMPG Signature Authorization Form for Award Agreement Encumbrance Number 22EM-24-43. Timm seconded the motion. Motion carried unanimously.

Timm made a motion to authorize Broc Pelle to act as grant administrator and to sign the financial reports for the Emergency Manager. Hofmeister seconded the motion. Motion carried unanimously.

Hofmeister made a motion to accept the 2024 contract between the Phillips County Board of County Commissioners, State of Colorado, and Broc Pelle, as County Emergency Manager. Timm seconded the motion. Motion carried unanimously.

Timm made a motion to approve the Emergency Manager job description for 2024 as presented. Hofmeister seconded the motion. Motion carried unanimously.

Hofmeister made a motion to approve the request from Road and Bridge Manager Mike Salyards to purchase a 2024 Caterpillar 950GC Wheel Loader from Wagner Equipment for \$309,785. Timm seconded the motion. Motion carried unanimously.

Hofmeister made a motion to approve the invoice submitted by Simon Contractors for work completed to date on the Courthouse Sidewalk Project in the amount of \$267,290.93, which will be reimbursed by MMOF funds. Timm seconded the motion. Motion carried unanimously.

Timm made a motion to approve the request from County Clerk Beth Zilla to move Val Danielson to GN Grade 25 Step 9, effective January 1, 2024. Hofmeister seconded the motion. Motion carried unanimously.

Hofmeister made a motion to approve the annual CDOT/HUTF report as presented. Timm seconded the motion. Motion carried unanimously.

Hofmeister made a motion to approve the B&B Investments and Phillips County Raceway 2024 contract and the 2024 PRC race schedule as presented. Timm seconded the motion. Motion carried unanimously.

### **Adjournment**


Chairman Roberts adjourned the meeting at 11:04 a.m.

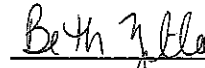
Minutes submitted by County Clerk Beth Zilla

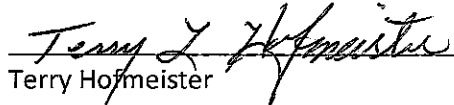
Next meeting is scheduled for January 19, 2024.

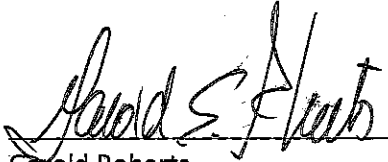
Phillips County Commissioners:

Attest:

  
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Tom Timm

  
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Beth Zilla, County Clerk

  
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Terry Hofmeister

  
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Garold Roberts