

**Phillips County Commissioner  
Meeting Minutes<sup>1</sup>  
August 30, 2024**

**Call to order**

Chairman Terry Hofmeister 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 Terry Hofmeister, Commissioners Garold Roberts and Tom Timm, County Clerk Beth Zilla, Administrator/Planner Andrew Nygaard, Veterans Service Officer Jeremy Kilpatrick, and Sheriff Michael Beard

**Additional Attendees**

Janelle Krueger, Julie Thayer, Mike Miller, Stephanie Starkebaum, Jessie Salyards, Jessie Ruiz Jr., and Father Jerry Rohr

**Additions or Corrections to the Agenda**

None presented.

**Approval of Consent Agenda**

Timm moved to approve the consent agenda as presented. Roberts seconded the motion, which carried unanimously.

**Consent Agenda Items:**

- a) Approval of the minutes of the BOCC 08.19.2024 meeting
- b) Approval of August payroll
- c) Approval of Invoice List
- d) Acknowledge receipt of CAPP reports
- e) Acknowledge receipt of Workers' Comp reports
- f) Acknowledge receipt of HUTF summary – August
- g) Acknowledge receipt of Double W Dairy return-to-compliance letter
- h) Acknowledge receipt of Falk Pit-Chamberlain Concrete Permit Conversion
- i) Acknowledge receipt of Building Permits log
- j) Acknowledge receipt of Event Center/BOC Pavilion/Facilities rentals

**Public Comments**

None presented.

**Public Hearing**

Chairman Hofmeister opened the public hearing at 9:00 a.m. to consider the subdivision exemption application submitted by Marilyn R. Miller to divide a 2.27-acre parcel from a 20-acre parcel located in Section 18, Township 7 North, Range 45 West. Mike Miller was present and stated that he had asked for 2.5 acres to be divided, but the survey was for 2.27 acres. Miller was satisfied with the survey and said it was for the dividing of a parcel that included a shop that was already constructed. Chairman Hofmeister, seeing no further public comments, closed the hearing at 9:04 a.m.

**Appointments**

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

The board met with Father Jerry Rohr and Jessie Ruiz Jr., representing the Bridge Foundation, for their event that will be held at the Phillips County Event Center on September 13, 2024.

The board met with Veterans Service Officer Jeremy Kilpatrick.

The board met with County Sheriff Michael Beard to discuss the hiring of Abelardo Magaña as Deputy.

**Unfinished Business**

None presented.

**Motions/New Business**

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

Roberts moved to approve the request from County Administrator Andrew Nygaard to hire Carrie Waln as Administrative Support at GN Grade 16 Step 4, effective September 9, 2024. Timm seconded the motion, which carried unanimously.

Timm moved to approve the request from Sheriff Michael Beard to move Robert Corrado to GN40 Grade 26 Step 3, effective September 1, 2024. Roberts seconded the motion, which carried unanimously.

Timm moved to approve the appointment of Abelardo Magaña as Deputy by Phillips County Sheriff Michael Beard, placing him at GN 40 Grade 26 Step 3, effective September 1, 2024. Roberts seconded the motion, which carried unanimously.

Roberts made a motion to move Road and Bridge Manager Kevin Scott to RB Grade 35 Step 7, effective September 1, 2024. Timm seconded the motion, which carried unanimously.

Roberts moved to appoint Commissioner Hofmeister to serve on the CCI's Legislative Committee on behalf of Phillips County, and to designate Commissioner Timm as an alternate. Timm seconded the motion, which carried unanimously.

Timm moved to change the date of the October 18, 2024, Board of County Commissioners meeting to October 16, 2024. Roberts seconded the motion, which carried unanimously.

Roberts moved to approve the liquor license renewal application submitted by Ricos Dogs LLC, dba as Blisties, whose current license is set to expire on October 21, 2024. Timm seconded the motion, which carried unanimously.

Timm moved to approve the roadway occupancy agreement submitted by Haxtun Telephone Company for underground construction of a telephone copper wire that will be across County Road 11 from Section 35 to Section 36, Township 8 North, Range 47 West, and will be buried 48" deep and will not be in a conduit, culvert, or steel pipe. Roberts seconded the motion, which carried unanimously.

Timm moved to approve the subdivision exemption application submitted by Marilyn R. Miller to divide a 2.27-acre parcel from a 20-acre parcel located in Section 18, Township 7 North, Range 45 West. Roberts seconded the motion, which carried unanimously.

Timm moved to adopt Resolution No. 2024-08-30-01 revoking the appointment of the County Veterans Service Officer. The Resolution reads:

**WHEREAS**, pursuant to C.R.S. § 28-5-801, the Phillips County Board of County Commissioners is required to establish a County Veterans Service Office, appoint a County Veterans Service Officer, and to compensate such person with moneys from the general fund; and

**WHEREAS**, on December 29, 2023, the Board of County Commissioners appointed a Phillips County Veterans Service Officer, effective January 1, 2024; and

**WHEREAS**, the employee appointed as Phillips County Veterans Service Officer is no longer certified by the state in accordance with the training and certification program developed pursuant to Colorado and Federal law; and

**WHEREAS**, the Board of County Commissioners wishes to revoke the January 1, 2024, appointment of the County Veterans Service Officer,

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Phillips, State of Colorado, that the January 1, 2024, appointment of the Phillips County Veterans Service Officer be revoked.

Roberts seconded the motion, which carried unanimously.

Roberts moved to approve the request from Father Jerry Rohr and Jessie Ruiz Jr. with the Bridge Foundation to sell alcohol at their fundraiser dance at the Phillips County Event Center on September 13, 2024, with the conditions that a special events permit is obtained from the City of Holyoke, the required liquor liability insurance is acquired, and the additional alcohol deposits are paid. Timm seconded the motion, carried unanimously.

### **Adjournment**

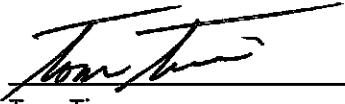
Chairman Hofmeister adjourned the meeting 10:31 a.m.

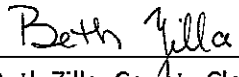
Minutes submitted by County Clerk Beth Zilla.

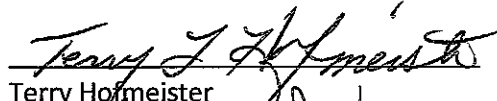
Next meeting is scheduled for September 10, 2024.

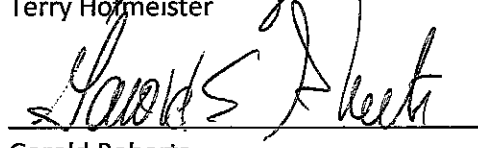
Phillips County Commissioners:

Attest:

  
\_\_\_\_\_  
Tom Timm

  
\_\_\_\_\_  
Beth Zilla, County Clerk

  
\_\_\_\_\_  
Terry Hofmeister

  
\_\_\_\_\_  
Garold Roberts

