

**Phillips County Commissioner
Meeting Minutes¹
January 17, 2025**

Call to order

Chairman Tom Timm called the meeting of the Phillips County Commissioners to order and opened with the Pledge of Allegiance at 8:00 a.m. on January 17, 2025, at the County Courthouse in the Commissioner Meeting room.

County Attendees

Chairman Tom Timm, Commissioners Terry Hofmeister and Garold Roberts, Administrator/Planner Andrew Nygaard, County Clerk Beth Zilla, Assessor Doug Kamery, Deputy Assessor Toby Thompson, and Administrative Support Patrick Mitchell

Additional Attendees

Janelle Krueger, Nici Akey, and Torie Jarvis (via Teams)

Additions or Corrections to the Agenda

None presented. Roberts moved to approve the agenda as presented. Hofmeister seconded the motion, which carried unanimously.

Approval of Consent Agenda

Hofmeister 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 1.10.2025 regular meeting
- b) Approval of the minutes of the BOCC 1.10.2025 reorganization meeting
- c) Approval of invoice lists
- d) Acknowledge receipt of CAPP reports
- e) Acknowledge receipt of Workers' Comp reports
- f) Acknowledge receipt of Treasurer reports
- g) Acknowledge receipt of Bieseimer State Pit inspection report
- h) Acknowledge receipt of HUTF Summary
- i) Acknowledge receipt of 2024 Abstract of Assessment
- j) Acknowledge receipt of Building Permits log
- k) Acknowledge receipt of Event Center/BOC Pavilion/Facilities rentals, surveys

Public Comments

None presented.

Appointments

The board met with Nici Akey to discuss the Economic Development Youth E-Fair at the Event Center and asked the board to waive the fees as they have in the past. Akey also gave updates on the Economic Development Board.

The board, Assessor Doug Kamery, Deputy Assessor Toby Thompson, Administrator/Planner Andrew Nygaard, and Administrative Support Patrick Mitchell met with Torie Jarvis of Sullivan, Green, Seavy, Jarvis LLC via Teams to discuss the county's subdivision exemption regulations, specifically about any requirements to determine water adequacy.

Unfinished Business

The board discussed the controlled access doors for the Sheriff's Office.

Motions/New Business

The board reviewed and discussed the CDOT HUTF annual report.

Roberts moved to approve the request from Sheriff Michael Beard to approve the estimate from Platinum Technology to install a controlled access door at the Sheriff's Office in the amount of \$7,682. Hofmeister seconded the motion, which carried unanimously.

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

Hofmeister moved to approve the annual CDOT/HUTF report as presented. Roberts seconded the motion, which carried unanimously.

Roberts moved to approve the request from County Clerk Beth Zilla to reclassify Mary Roberts to Senior Clerk and move her to GN Grade 24 Step 4, effective January 1, 2025. Hofmeister seconded the motion, which carried unanimously.

The board reviewed and discussed the appraisal of the Amherst Road and Bridge storage building. They tabled the discussion until more information can be obtained on the well and water supply.

Roberts moved to approve the request from Nici Akey and Economic Development to waive the fees for the Phillips County-Ogallala Commons E-Fair at the Phillips County Event Center on March 27, 2025. Hofmeister seconded the motion, which carried unanimously.

Hofmeister moved to approve the designation of Tom Timm as Phillips County's representative to the County Health Pool. Roberts seconded the motion, which carried unanimously.

Hofmeister moved to approve the designation of Andrew Nygaard as Phillips County's alternate representative to the County Health Pool. Roberts seconded the motion, which carried unanimously.

Roberts moved to approve the designation of Tom Timm to serve as proxy on behalf of Phillips County to the CCI Steering Committee during the 2025 session. Hofmeister seconded the motion, which carried unanimously.

Adjournment


Chairman Timm adjourned the meeting at 10:04 a.m.

Minutes submitted by County Clerk Beth Zilla.

Next meeting is scheduled for January 31, 2025

Phillips County Commissioners:

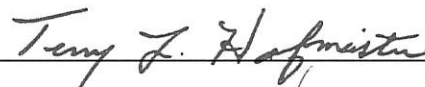
Attest:



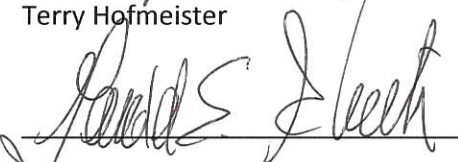
Tom Timm



Beth Zilla, County Clerk 
Deputy Clerk



Terry Hofmeister



Garold Roberts