

**Phillips County Commissioner
Meeting Minutes¹
December 31, 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. on December 31, 2024, at the County Courthouse in the Commissioner Meeting room.

County Attendees

Chairman Terry Hofmeister, Commissioners Garold Roberts and Tom Timm, Administrator/Planner Andrew Nygaard, Emergency Manager Broc Pelle, and Veterans Service Officer Chris Kelley

Additional Attendees

Janelle Krueger, Kendra Schlachter, Rick Ensminger, and Glen Marciniak

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 12.19.2024 meeting
- b) Approval of December payroll
- c) Approval of invoice list
- d) Acknowledge receipt of Building Permits Log
- e) Acknowledge receipt of Event Center/BOC Pavilion/Facilities rentals

Public Comments

None presented.

Appointments

The board met with Kendra Schlachter, requesting to sell alcohol at the Showdown on the Plains event at the BOC Pavilion on February 1-2, 2025.

The board met with Rick Ensminger to discuss his subdivision exemption application to divide a 2.97-acre parcel from a 157-acre parcel located in Section 5, Township 7 North, Range 47 West. The Commissioners discussed the intended use of the land, which is to be used as agricultural equipment storage, and the buyer eventually would like to build a residence. The board tabled making a decision so further information could be obtained from the potential buyer.

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

The board met with Chris Kelley and Glen Marciniak for updates on the Veterans Service Office and veterans in Phillips County. They discussed monthly and semi-annual reports and partnering together during community events to raise awareness among Phillips County veterans.

Unfinished Business

None presented.

Motions/New Business

Roberts moved to approve the request from Kendra Schlachter to allow alcohol at the upcoming Showdown on the Plains event scheduled for January 29 through February 3, 2025, with the condition that a special events permit is obtained from the City of Holyoke, the required liquor liability insurance is acquired, and the additional alcohol deposit is paid. Timm seconded the motion, which carried unanimously.

¹Minutes prepared by Andrew Nygaard are a summary of **discussions**, not a verbatim account.

The board tabled the request from Landfill Manager Bill Andrews to purchase a used 2021 Chevrolet Silverado 2500 pickup from Wolf Auto for \$32,266 until additional information on the vehicle can be obtained.

The board discussed the Department of Human Services CCCAP MOU. The board tabled signing the document so the MOU could be reviewed further.

Timm moved to authorize the chairman to sign the 2025 EMPG-LEMS Part II Jurisdiction Information and Signatures paper. Roberts seconded the motion, which carried unanimously.

Roberts moved to authorize the chairman to sign the Signature Authorization Form for Award Agreement 22EM-24-43. Timm seconded the motion, which carried unanimously.

Timm moved to authorize Broc Pelle to act as grant administrator and to sign the financial reports for the Emergency Manager. Roberts seconded the motion, which carried unanimously.

Roberts moved to authorize the chairman to sign the 2025 contract between the Phillips County Board of County Commissioners, State of Colorado, and Broc Pelle, as the County Emergency Manager. Timm seconded the motion, which carried unanimously.

Roberts moved to authorize the chairman to sign the Emergency Manager job description for 2025 as presented. Timm seconded the motion, which carried unanimously.

Roberts moved to approve the request from County Assessor Doug Kamery to move Toby Thompson to GN Grade 31 Step 4, effective January 1, 2025. Timm seconded the motion, which carried unanimously.

Timm moved to approve the request from County Assessor Doug Kamery to move Nick Flaa to GN Grade 23 Step 3, effective January 1, 2025. Roberts seconded the motion, which carried unanimously.

Roberts moved to approve the request from Sheriff Michael Beard to move Kelley Sullivan to GN40 Grade 20 Step 5, effective January 1, 2025. Timm seconded the motion, which carried unanimously.

Timm moved to approve the request from County Administrator Andrew Nygaard to move Patrick Mitchell to GN Grade 23 Step 4, effective January 1, 2025. Roberts seconded the motion, which carried unanimously.

Timm moved to approve the request from Maintenance Supervisor Lonny Vernon to move Steve Seuss to GN40 Grade 20 Step 7, effective January 1, 2025. Roberts seconded the motion, which carried unanimously.

Roberts moved to approve the request from Road and Bridge Manager Kevin Scott to purchase a truckload of cutting edges from Wagner Equipment for \$33,767.04, using the remaining American Recovery Plan funds of \$26,211 with the balance of \$7,556.04 to be paid out of the Road and Bridge fund. Timm seconded the motion, which carried unanimously.

Roberts moved to reappoint Jeanette Kingman to a 3-year term on the Phillips County Board of Adjustment, expiring on December 31, 2027. Timm seconded the motion, which carried unanimously.

Timm moved to reappoint Matt Kleve to a 3-year term on the Phillips County Board of Adjustment, expiring on December 31, 2027. Roberts seconded the motion, which carried unanimously.

Roberts moved to reappoint Jeanette Kingman to a 5-year term on the Phillips County Planning Commission, expiring on December 31, 2029. Timm seconded the motion, which carried unanimously.

Roberts moved to reappoint Gary Koch to a 5-year term on the Phillips County Planning Commission, expiring on December 31, 2029. Timm seconded the motion, which carried unanimously.

Timm moved to reappoint Martin Olofson to a 3-year term on the Weed and Pest Advisory Board, expiring on December 31, 2027. Roberts seconded the motion, which carried unanimously.

Roberts moved to reappoint Charley Triplette to a 3-year term on the Weed and Pest Advisory Board, expiring on December 31, 2027. Timm seconded the motion, which carried unanimously.

Timm moved to reappoint Tom Edwards to a 6-year term on the West Phillips County Cemetery Board, expiring on December 31, 2030. Roberts seconded the motion, which carried unanimously.

Roberts moved to reappoint Jim Tomky to a 5-year term on the Phillips County Recreation District Board, expiring on December 31, 2029. Timm seconded the motion, which carried unanimously.

Timm moved to approve the Colorado Counties Inc. annual dues of \$12,000 for 2025. Roberts seconded the motion, which carried unanimously.

Roberts moved to approve the CCI Public Lands annual dues of \$150 for 2025. Timm seconded the motion, which carried unanimously.

Roberts moved to authorize the chairman to sign the VOCA grant as presented. Timm seconded the motion, which carried unanimously.

Adjournment

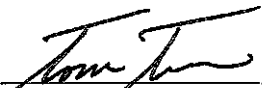
Chairman Hofmeister adjourned the meeting at 11:00 a.m.

Minutes submitted by Andrew Nygaard.

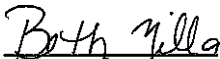
Next meeting is scheduled for January 10, 2025.

Phillips County Commissioners:

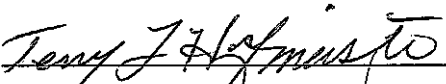
Attest:



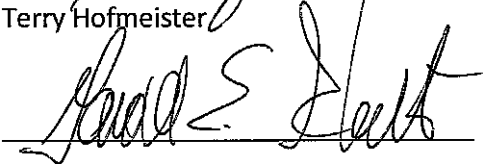
Tom Timm



Beth Zilla, County Clerk



Terry Hofmeister



Garold Roberts

