

Phillips County Commissioner
Meeting Minutes¹
November 30, 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. on November 30, 2023, at the County Courthouse in the Commissioner meeting room.

County Attendees

Chairman Garold Roberts, Commissioners Terry Hofmeister and Tom Timm, County Administrator Laura Schroetlin, Deputy Administrator/Planner Andrew Nygaard, County Clerk Beth Zilla, County Treasurer Steve Young, County Assessor Doug Kamery, Deputy Assessor Toby Thompson, Transfer Clerk Nick Flaa, Administrative Support Patrick Mitchell, and Courthouse Sidewalk Project Manager Dan Waln

Additional Attendees

Janelle Krueger, Mikey Brown, and Jessie Salyards

Additions or Corrections to the Agenda

Additions

14) Christmas tree lot request

15) VALE Grant

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 11.17.2023 meeting
- b. Approval of November payroll
- c. Approval of invoice list
- d. Acknowledge receipt of Building Permits Log
- e. Acknowledge receipt of Event Center/BOC Pavilion rentals

Public Comments

None presented.

Appointments

The board met with County Treasurer Steve Young to discuss tax/interest forgiveness.

The board met with Courthouse Sidewalk Project Manager Dan Waln to discuss the sidewalk project, the memorial and the benches on the courthouse lawn, and tree trimming. Waln said that the remainder of the project on the south side of the courthouse will be completed in the spring of 2024 by Simon Contractors.

The board met with Phillips County Economic Development Director Mikey Brown, who asked the board for letters of support for the Haxtun Downtown Project and the Paoli Business District Project.

The board met with CSU Extension Agent Jessie Salyards for updates from her office. Salyards also gave updates on behalf of CSU Extension Agent Stephanie Starkebaum.

Unfinished Business

The board met with County Assessor Doug Kamery, Deputy Assessor Toby Thompson, and Transfer Clerk Nick Flaa to discuss changes that bills SB22-238 and SB23-001 will bring.

The board discussed the roadway occupancy agreement for Zion Farms.

The board discussed the Fair Manager position.

Motions/ New Business

Glen McCallum of MC Hardware requested to use the last two west parking spaces located on the southwest corner of the courthouse to sell live Christmas trees on Monday, December 4, 2023, for Country Christmas. It was the consensus of the board to approve the request this year, and they will review any future request that is made.

Hofmeister made a motion to approve the request from Treasurer Steve Young to forgive taxes and interest on Account #N000394 in the amount of \$33.25. Timm seconded the motion. Motion carried unanimously.

Timm made a motion to approve the request from Treasurer Steve Young to forgive taxes and interest on Account #P002886 in the amount of \$45.19. 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 Treasurer Steve Young to forgive taxes and interest on Account #P001429 in the amount of \$1,033.27. Timm seconded the motion. Motion carried unanimously.

Timm made a motion to approve the request from Treasurer Steve Young to forgive taxes and interest on Account #P001434 in the amount of \$621.20. Hofmeister seconded the motion. Motion carried unanimously.

Hofmeister made a motion to approve the request from Treasurer Steve Young to forgive taxes and interest on Account #P001831 in the amount of \$2,258.14. Timm seconded the motion. Motion carried unanimously.

Timm made a motion to approve the request from Treasurer Steve Young to forgive taxes and interest on Account #N011278 in the amount of \$247.47. Hofmeister seconded the motion. Motion carried unanimously.

The board tabled the discussion on the request from Treasurer Steve Young to forgive taxes and interest on Account #P001885 in the amount of \$1,077.79 until Young can attempt to contact the account owner again.

Timm made a motion to approve the roadway occupancy agreement submitted by Zion Farms for underground construction of an electrical service line that will be in a 2 ½ inch conduit that will cross County Road 40 from Section 27-T9N-R46W to Section 34-T9N-R46W. Hofmeister seconded the motion. Motion carried unanimously.

Hofmeister made a motion to rescind the motion made at the Commissioner meeting of November 8, 2023, to hire Kayla Kafka as Phillips County Fair Manager effective November 1, 2023, until September 1, 2024, for \$8,000. Timm seconded the motion. Motion carried unanimously.

Hofmeister made a motion to approve the request from County Clerk Beth Zilla to hire Jane Eurich as a part-time election judge effective October 30, 2023. Timm seconded the motion. Motion carried unanimously.

Hofmeister made a motion to approve the proposal from Kelley Law Ltd to provide legal services for Phillips County in 2024. Timm seconded the motion. Motion carried unanimously.

Timm made a motion to approve the request from Pheasants Forever to allow alcohol at the upcoming Farm and Home show scheduled for February 3, 2024, 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. Hofmeister seconded the motion. Motion carried unanimously.

Timm made a motion to approve the request from Phillips County Economic Development Director Mikey Brown to sign a letter of support for the Haxtun Downtown Project. Hofmeister seconded the motion. Motion carried unanimously.

Hofmeister made a motion to approve the request from Phillips County Economic Development Director Mikey Brown to sign a letter of support for the Paoli Business District Project. Timm seconded the motion. Motion carried unanimously.

Hofmeister made a motion to change the date of the December 18, 2023, Board of County Commissioners meeting to December 15, 2023. Timm seconded the motion. Motion carried unanimously.

Hofmeister made a motion to authorize the chairman to sign the 2024 VALE Grant. Timm seconded the motion. Motion carried unanimously.

Adjournment

Chairman Roberts adjourned the meeting at 11:44 a.m.

Minutes submitted by County Clerk Beth Zilla.

Next meeting is scheduled for December 8, 2023.

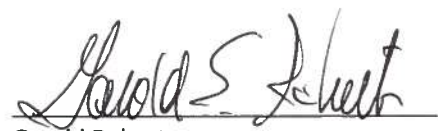
Phillips County Commissioners:

Attest:


Tom Timm


Beth Zilla, County Clerk
Deputy Clerk


Terry Hofmeister


Garold Roberts