

Phillips County Commissioner
Meeting Minutes¹
December 8, 2023

The board held a work session with Maintenance Supervisor Lonny Vernon prior to the meeting.

The board held a budget work session after 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 December 8, 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 Treasurer Steve Young, and Department of Human Services Director Lori Lundgren

Additional Attendees

Janelle Krueger, Miguel Salinas, and Adrian Moreno

Additions or Corrections to the Agenda

Additions

9) Hyper-Reach Contract

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 11.30.2023 meeting
- b. Approval of invoice list
- c. Approval of Veterans Service Officer monthly report
- d. Acknowledge receipt of Seaboard Foods 3rd quarter monitoring reports
- e. Acknowledge receipt of Building Permits Log
- f. Acknowledge receipt of Event Center/BOC Pavilion rentals

Public Comments

None presented.

Appointments

The board convened as the Board of Human Services at 8:46 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 9:12 a.m.

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

The board met with Salinas and Moreno (acting as an interpreter) to discuss the progress made on cleaning his property. Salinas will work with Nygaard and provide monthly updates to the planning office. He will attend a Commissioners' meeting in three months to discuss his progress.

Unfinished Business

The board discussed the Fair Manager position. The position will be advertised when the job description is finalized.

Nygaard provided an update on the CATALIS contract on behalf of County Clerk Beth Zilla. The recording software may not be installed until the end of 2024 or the beginning of 2025.

Motions/ New Business

Hofmeister made a motion to approve the request from Treasurer Steve Young to forgive taxes and interest on Account #P001885 in the amount of \$1,077.79. Timm seconded the motion. Motion carried unanimously.

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

Hofmeister made a motion to approve the renewal of the farm ground lease at the landfill with Duane Harms for 2024. The lease is for 57 acres at \$35 per acre for an annual lease amount of \$1,995. Timm seconded the motion. Motion carried unanimously.

Timm made a motion to approve the designation of Lori Lundgren to serve as proxy on behalf of Phillips County to the CCI Health and Human Services Steering Committee during the 2024 session. Hofmeister seconded the motion. Motion carried unanimously.

Hofmeister made a motion to approve the Hyper-Reach notification system contract between Phillips County and Asher Group for emergency mass notification services for \$5,450 per year for three years. Timm seconded the motion. Motion carried unanimously.

Adjournment

Chairman Roberts adjourned the meeting at 9:51 a.m.

Minutes submitted by Andrew Nygaard.

Next meeting is scheduled for December 15, 2023.

Phillips County Commissioners:

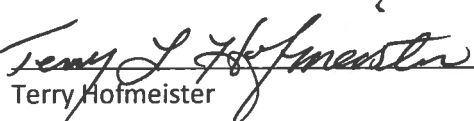
Attest:



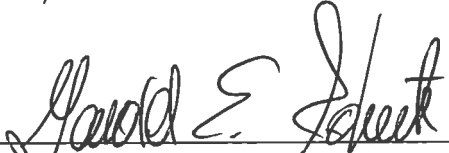
Tom Timm



Beth Zilla, County Clerk



Terry Hofmeister



Gerald Roberts