

Phillips County Commissioner  
Meeting Minutes<sup>1</sup>  
December 30, 2022

The board held a work session with Road and Bridge Manager Mike Salyards prior to the meeting.

**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 a.m., on December 30, 2022, at the County Courthouse in the Commissioner Meeting room.

**County Attendees**

Chairman Tom Timm, Commissioners Garold Roberts and Terry Hofmeister, County Clerk Beth Zilla, Emergency Manager Broc Pelle, Jack Weiland and Deputy Administrator/Planner Andrew Nygaard.

**Additional Attendees**

Janelle Krueger, Andrew Turck, Luke Schlachter, Shannon Schlachter, Stephanie Starkebaum, and Jessie Stewart.

**Additions or Corrections to the Agenda**

The following item was added to the agenda:

- 9) Split air conditioner for the landfill office.

**Approval of Consent Agenda**

Roberts 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 12.19.2022 meeting
- b) Approval of December payroll
- c) Approval of invoice list
- d) Approval of Public Trustee 4<sup>th</sup> quarter report
- e) Acknowledge receipt of 2022 Abstract of Assessment
- f) Acknowledge receipt of CAPP memo
- g) Acknowledge receipt of CCI Year-in-Review
- h) Acknowledge receipt of CTSI Technical Update
- i) Acknowledge receipt of Opioids Council RFP letter
- j) Acknowledge receipt of snow removal report

**Public Comments**

Luke and Shannon Schlachter discussed the county's wind regulations.

**Appointments**

The board met with Andrew Turck, editor of the Holyoke Enterprise, for the monthly press briefing. Notes from this portion of the meeting were sent to the Haxtun-Fleming Herald.

The board met with Emergency Manager Broc Pelle and discussed the 2023 Emergency Management Performance Grant application.

Courtroom Security officer Jack Weiland discussed the job duties of Undersheriff Mike Beard and commended him on his job performance.

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

**Motions/ New Business**

The Commissioners acknowledged and signed the Colorado Election Security Act (CESA) grant received by the Clerk's office for \$12,500.

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

Hofmeister made a motion to appoint McKenzie Fleharty to a 2-year term on the Communications Board, representing Haxtun EMS, expiring on December 31, 2024. Roberts seconded the motion. Motion carried unanimously.

Hofmeister made a motion to approve the request from Communications Center Director Kenny Gaskill to appoint Sara Kumm as Communications Center Director at GN40 Grade 28 Step 1, effective February 1, 2023. Roberts seconded the motion. Motion carried unanimously.

Roberts moved to approve the request Communications Center Director Kenny Gaskill and the Director-to-be Sara Kumm to appoint Paolo Mallari as Communications Center Assistant Director at GN40 Grade 18 Step 1, effective February 1, 2023. Hofmeister seconded the motion. Motion carried unanimously.

Roberts made a motion to approve the Colorado Counties Inc. annual dues of \$12,000 for 2023. Hofmeister seconded the motion. Motion carried unanimously.

Hofmeister made a motion to approve the CCI Public Lands annual dues of \$150 for 2023. Roberts seconded the motion. Motion carried unanimously.

Roberts made a motion to purchase a mini split air conditioner system from Lyle's Heating and Air for a cost not to exceed \$4,000. Hofmeister seconded the motion. Motion carried unanimously.

Hofmeister made a motion to approve the 2023 EMPG-LEMS Part II Jurisdiction Information and Signatures paper. Roberts seconded the motion. Motion carried unanimously.

Roberts made a motion to approve the 2023 EMPG-LEMS Part III Program Funding Application. Hofmeister seconded the motion. Motion carried unanimously.

Hofmeister made a motion to accept the 2023 contract between the Phillips County Board of County Commissioners, State of Colorado and Broc Pelle, as County Emergency Manager. Roberts seconded the motion. Motion carried unanimously.

Roberts made a motion to grant permission for the board chair to sign the Signature Authorization Form for Award Agreement 22EM-23-44. Hofmeister seconded the motion. Motion carried unanimously.

Hofmeister made a motion to approve the Emergency Manager job description for 2023 as presented. Roberts seconded the motion. Motion carried unanimously.

**Adjournment**

Chairman Timm adjourned the meeting at 10:46 a.m.

Minutes submitted by County Clerk Beth Zilla.

Next meeting is scheduled for January 9, 2023.


Phillips County Commissioners:

Attest:

  
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Tom Timm

  
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Beth Zilla, County Clerk

  
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Terry Hofmeister

  
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Garold Roberts