

**WESTON COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
February 21, 2017**

The meeting of the Weston County Board of Commissioners was called to order by Chairman Bill Lambert at 9:00 a.m. at the Weston County Courthouse Annex. Commissioners Bill Lambert, Tracy Hunt, Marty Ertman, Tony Barton, and Ed Wagoner, and County Clerk Jill Sellers and County Administrator Dan Blakeman. Commissioner Barton opened the meeting with prayer, and Commissioner Wagoner led the Pledge of Allegiance.

APPROVAL OF AGENDA

Chairman Lambert advised that RIP 004 will be removed from the agenda, as the resolution must first be signed off by the RIP team members. Commissioner Hunt moved to approve the agenda as discussed; seconded by Commissioner Barton. Carried.

APPROVAL OF MINUTES

Commissioner Hunt moved to approve the minutes of February 7, 2017; seconded by Commissioner Wagoner. Carried. Commissioner Ertman moved to approve the executive session minutes of February 7, 2017; seconded by Commissioner Barton. Carried.

COORDINATOR GROUP

Commissioner Barton reported that he participated in a conference call with Gregory McCowan of Wyoming County Commissioners Association and other Coordinator Group members. Commissioner Barton recommended attendance at the Coordinator Group meetings to show county commitment, and also to assess whether anything actionable comes out of the meetings. An additional Commissioner position is available under the new group guidelines. Commissioner Barton moved to approve Chairman Lambert as the second Commissioner representative to the TBNG Coordinator Group, with Commissioners Hunt and Barton as the alternates; seconded by Commissioner Wagoner. Carried.

FAIRGROUNDS

Ellen McKenzie, Fairgrounds Manager, reported that the Fairgrounds meeting is tonight to review the fairgrounds schedule. The Commissioners agreed to host Family Fun Night this year. Pig wrestling is not scheduled this year, due to lack of a vendor. The Events Center is booked for a couple of wedding receptions, and other events. The kitchen project is estimated at \$30,000.00 for appliances, sinks and workstations; the options will be presented to the Fair Board at their meeting tonight for funding and scheduling decisions.

County Administrator Dan Blakeman reported that the Fairgrounds' Youth Building roof will be completed by Albright Construction by the end of May, according to the contract.

OLD BUSINESS

Clerk Sellers reported that the Budget Amendment Hearing for the U.S. Department of Transportation, Hazardous Materials Emergency Planning Grant will be held on March 7, 2017 at 10:00 a.m., to allow time for publishing.

Commissioner Wagoner reported that he received an email from Craig McOmie regarding DEQ and the Osage Landfill. Commissioner Hunt recommended an executive session under litigation at the next

meeting; Commissioner Barton asked for Cyndi Crabtree to be at meeting. This will allow time to review the documents prior to discussion.

Clerk Sellers reported that she met with the interns, who are designing two sign options for consideration for the annex building. When available, Clerk Sellers will forward to the Commissioners via email for final decision, so that materials can be ordered and the project started.

HUMAN RESOURCES

Clerk Sellers reported on meetings with County Administrator and County Attorney regarding human resources. The three recommended serious consideration of hiring a human resources professional. Discussion ensued regarding the handbook, job descriptions and evaluations, managerial procedures, etc. The Commissioners agreed that department heads and elected officials need to draft their managerial guidelines to work as a department supplement to the employee handbook, and that the County Attorney is the official interpreter of the handbook and policies. The concerns of the Clerk, Attorney, and Administrator focus less on the handbook and more on employment laws that affect all employees and are a potential liability if not properly managed.

NEW BUSINESS

Commissioner Barton presented a letter of support the Upton Economic Development Board (UEBD)'s grant application to the U.S. Department of Economic Development. Commissioner Barton will invite the UEBD to present the details to the Commissioners. Commissioner Wagoner moved to authorize the Vice-Chairman's signature on the letter of support for the UEBD's grant application to the U.S. Department of Economic Development, with the stipulation that they attend the next meeting to present the details to the Commissioners; seconded by Commissioner Barton. Commissioners Wagoner and Barton voted aye. Commissioners Hunt and Ertman voted nay. Chairman Lambert voted aye. Carried.

Commissioner Barton moved to appoint John Prell to the Recreation (Mallo) Board; seconded by Commissioner Ertman. Carried.

Commissioner Barton moved to approve Tax Roll Correction Affidavit #1186 for signature; seconded by Commissioner Ertman. Carried.

Clerk Sellers presented Resolution 2017-04 regarding Electronic Filing of Documents, which provides for electronic submission to record documents with the County Clerk. Commissioner Barton moved for signatures on said resolution; seconded by Commissioner Ertman. Carried.

307 Security of Gillette serviced all the vaults in the courthouse on February 15, 2017.

On behalf of Judge Matthew Castano, Clerk Sellers presented an informational copy of the Courtroom Technology Request, which requests state support to obtain technologies for hearing assistance, audio recording, video equipment, monitors for court reporters, and computers for judges' chambers.

Break was called at 10:54 a.m.; reconvened at 11:00 a.m.

SKYSKOPES

Keith Materi provided a presentation on SkySkopes unmanned aerial vehicles. The technology includes GPS and gyro stabilization in the drones, which can provide a steady eye-in-the-sky for search and

rescue, and forest fire operations, among other applications. The drone he presented costs \$5,000.00, plus the mounted camera at \$2,500.00. The images and video can be viewed in real time at remote locations, such as at search and rescue mobile stations, and are also recordable for future review. They can also be used to map landfills and other land development projects. SkySkopes pilots are FAA licensed for manned and unmanned vehicles, and they are also insured. They work closely with FAA, and within FAA laws and guidelines. The limiting factors are that they can only stay in the air for 30 minutes at a time, data storage aboard the drone, and battery life. They are available for hire, or possibly they could sell a drone, training and maintenance, for instance, to the fire district. Daniel Tysdal, Weston County Fire District, commented on how helpful it could be for situational awareness for firefighting. Mr. Materi quoted the use at \$200.00 per hour for Weston County search and rescue and fire operations. He compared the cost to the use of helicopters at \$1,700.00 per hour. Other job types would be considered and bid separately. More information is available at www.skyskopeswyoming.com.

PUBLIC COMMENT

Hale Redding asked about availability of consensus monies; all have been expended for this fiscal year. Ted Ertman reported that the prairie dog colonies are billowing dust.

Break called at 11:59 a.m.; reconvened at 1:00 p.m.

DISTRICT COURT

Gidget Macke submitted a written report regarding District Court operations. Donna Podio was hired as the Deputy Clerk of District Court, and Natasha Townsend remains part-time. The two major criminal cases that had been on-going since last year have both been resolved. Clerk Macke is updating the court's journalizing system to a more economical option on legal size paper.

ASSESSOR

Assessor Tina Conklin reported that they continue to do data entry, which will be done in approximately three weeks. The Assessor will be running reports for Department of Revenue. Notices of evaluation are targeted to be mailed on April 10, 2017. If people have questions on their property valuation, they should see the Assessor, and not the Commissioners. Since the Commissioners make up the Board of Equalization (BOE), inquiries should be made directly to the Assessor to avoid conflict with their role as BOE. Local values are holding steady. Land, commercial buildings have gone up. Their six-year deadline to assess all properties in the county is approaching; the loss of one FTE last year and their flooded office have delayed their progress.

TREASURER

Treasurer Susie Overman reported that her office is busy sending out new Square Top Mountain license plates. The Treasurer reported that revenues are holding steady for this year. Outstanding CMAQ grants were finalized and closed. Mobile machinery permits are also being issued.

INSURANCE

Karen Ackerman of ADI Insurance addressed our current claim and representation. The Commissioners expressed concerns over handling and involvement of our recent claim for flood damage. Dave Doss, Independent Adjuster, will be meeting with the County Administrator and Howard White of White's Construction to finalize the repair contract and agree on covered repairs, so that the claim can be settled.

COUNTY ADMINISTRATOR

County Administrator Dan Blakeman toured the Commissioners around the new construction at the annex, which is scheduled to be completed by March 1, 2017.

Commissioner Wagoner moved to accept the contract from Albright Construction for Fairgrounds Youth Building roof project in the amount of \$96,420.00; seconded by Commissioner Barton. Carried.

SLIB Grant agreement for the flood repairs in the amount of \$110,000.00 was presented for Chairman's signature. Commissioner Barton moved to approve the Chairman's signature on MRG grant #170260E; seconded by Commissioner Wagoner. Carried.

County Administrator Blakeman presented completed copies of Resolution 2017-05: MRG for Courtroom and Judges Chambers remodel for \$475,000.00, and Resolution 2017-06: MRG for Courtroom Security for \$207,846.00. Both resolutions were passed for signature on February 7, 2017, and the grant applications have been submitted.

PUBLIC COMMENTS

None.

With no further business, the meeting was adjourned at 2:24 p.m.

Bill Lambert
Chairman

Attest:

Jill Sellers
Weston County Clerk