

**WESTON COUNTY BOARD OF COMMISSIONERS
DRAFT MINUTES
March 6, 2018**

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

APPROVAL OF AGENDA

Commissioner Ertman requested to add DRU Consulting, Hansen & Peck letter and disclosure statements under New Business. Vice Chairman Lambert moved to approve the agenda as discussed; seconded by Commissioner Ertman. Chairman Barton vacated the chair to vote in favor. Carried.

Commissioner Hunt joined the meeting at 9:33 a.m.

APPROVAL OF VOUCHERS, PAYROLL AND COLLECTIONS

Commissioner Ertman moved to approve vouchers; seconded by Vice Chairman Lambert. Use tax for glass company; possibly add a budget line for abandoned vehicles.

Vice Chairman Lambert moved to approve payroll in the amount of \$139,260.88 and collections for February 2018: \$7,702.00 for Clerk and \$1,149.85 for District Court; seconded by Commissioner Hunt. Carried.

APPROVAL OF MINUTES

Vice Chairman Lambert moved to approve the minutes of February 20, 2018; seconded by Commissioner Ertman. Carried. Commissioner Hunt moved to approve the Executive Session minutes of February 20, 2018; seconded by Vice Chairman Lambert. Carried.

FY2017

Vikki Nunn of Porter, Muirhead, Cornia & Howard (PMCH), presented the findings for the FY2017 Audit. Main points include no findings of fraud; no debt; net position of assets \$36,821,631; and unassigned fund balance (general fund) of \$7,329,606. The complete audit report is available for public inspection at the Office of the County Clerk and at www.westongov.com.

HISTORIC PRESERVATION BOARD

Lucille Dumbrill, Chairman of the Weston County Historic Preservation Board, requested support for a grant application, which would not require a county match. Vice Chairman Lambert moved to authorize the Chairman's signature on a grant application in support of the Weston County Historic Preservation Board, which will fund production of a brochure for the Weston County Museum District; seconded by Commissioner Ertman. Carried.

OLD BUSINESS

Clerk Sellers reported that the Extension Office will jointly title the shooting trailers with County of Weston, and they will be added to the County's insurance policies with ADI.

Commissioner Ertman reported on a response from DRU Consulting, the billing would be split three ways between Campbell, Converse and Weston. Concerns remain regarding at whose direction would DRU Consulting work. Commissioner Ertman will seek clarification from DRU Consulting.

NEW BUSINESS

Commissioner Hunt moved to authorize the Chairman's signature on a letter of good standing for Canyon Springs Stage Stop Steakhouse; seconded by Vice Chairman Lambert. Carried.

Elected Officials' salaries were discussed. Assessor Tina Conklin, Sheriff Bryan Colvard, Attorney William Curley, and Clerk of District Court Gidget Macke were present. Clerk Sellers will compile figures for three salary increase options, including benefits and retirement impact. Assessor Conklin will provide valuations by county for comparison. The Elected Officials will work together to compile information for consideration.

Regarding a letter received from Jim Peck, Hansen & Peck Attorney, suggesting a district attorney for the Sixth Judicial District. A district attorney would be elected by the counties in the district; and the Commissioners would hire a county (civil) attorney. Attorney Curley noted that most counties have not selected to go with a district attorney as it would possibly diminish services to a larger county involved. Attorney Curley will compose a pro-con list, consider options, and bring recommendations to the Commissioners.

Clerk Sellers reported on a review of the Mallo Camp Manager job position with Vikki Nunn (PMCH), who recommended modification to include language identifying the County-provided housing as tax exempt. A copy will be provided to the Mallo Board and to Caleb Thompson. Vice Chairman Lambert moved to approve changes to the Mallo Camp Manager job description identifying the County-provided housing as tax exempt, pending agreement by the Mallo Board; seconded by Commissioner Hunt. Carried.

The March 20th Board of Commissioners' meeting will be held at the Upton Community Center beginning at 5:30 p.m.

FOCUS

Stacie Hoxie, Executive Director of FOCUS, reported on their current operations and budget, and requested funds to support their Victim-Witness Advocate, in order to move that position from part-time to full-time. This position would work under a memorandum of agreement with the County Attorney. State funds are potentially available under Victims of Crime Act (VOCA), which require a 25% match requirement. Attorney Curley has coordinated with Director Hoxie and supports the idea of having state-funded help, especially given that it could help prosecution.

Commissioner Hunt moved that, contingent upon FOCUS's receipt of a Victims of Crime Act (VOCA) grant in FY19-20, the County will provide up to \$2,000.00 through the 1% sales tax funds through a Provider of Service Agreement; seconded by Vice Chairman Lambert. Carried.

ADMINISTRATOR

Administrator Dan Blakeman and Clerk of District Court Gidget Macke reported on plans for the Second Floor Remodel. During construction, jury trials will be conducted at the Weston County Event Center, and district court proceedings will held be at the leased circuit court building. Clerk Macke requested \$5,982.00 in order to fund the part-time position as full-time during the construction.

Construction kick-off meeting is scheduled for Thursday, March 8th at 1:00 p.m. at the annex.

Commissioners Lambert and Ertman will meet with City of Newcastle Mayor Deb Piana on March 19, 2018 at 5:30 p.m. at the Annex, to discuss the law enforcement building rental agreement.

Administrator Blakeman reported on drafted response to the SLIB Audit, reviewing each grant individually. The 72-page report will be sent to SLIB, which includes grant checklists, scanned documents, and responses to questions presented in the audit.

SCHEDULED PUBLIC COMMENT

Colleen Donaldson commented on the fairgrounds manager position at the fairgrounds and whether or not it should be classified as full time or part time. She also commented on the Fair Board meeting held on February 21, 2018, alleging that the meeting violated Wyoming Open Meeting Law and may have been outside the scope of the special meeting notice; she asked for the removal of the entire Fair Board. The County Attorney clarified that if a violation had occurred, the actions taken would be null and void. It was advised, if there is any doubt to the legality of the meeting, that it would be possible to properly take those actions in question at the next meeting. Several public comments were offered regarding the current Fair Board, both in support and in criticism. The Commissioners stated that the proper venue to hear these comments and concerns would be at the Fair Board level, as they do not generally interfere with appointed board's decisions. It was noted that there is a petition and procedure available for the public to request removal of an appointed board member.

PUBLIC COMMENT

Approximately 25 people attended the discussion regarding the Fair Board. Public comments were made by Barbara Crow, Laurie Farella, Nancy Darnell, Kay Wright, Dana Mann-Tavegie, Theresa Hershey, and others.

VOUCHERS

066 NCPERS, financial admin, \$240.00, AFLAC, payroll ded, \$2,410.68, Blue Cross Blue Shield, financial admin, \$50,718.77, Circuit Court, payroll ded, \$271.89, Great West Trust Co, payroll ded, \$2,025.00, WEBT, financial admin, \$184.15, WC Clerk, financial admin, \$39,216.18, WC Treasurer, financial admin, \$20.00, WY Child Support, payroll ded, \$550.00, WY Dept of Workforce Services, financial admin, \$2,109.05, WY Retirement System, financial admin, \$28,314.96, Lori Bickford, p-hlth exp, \$569.00, Ad Pro, supp, \$528.57, Advanced Communications, hmlnd sec exp, \$189.00, Alpha Communications, tower rent, \$55.00, AT&T Mobility, comm, \$1,525.67, Bam Document Destruction & Recycling, misc, \$966.80, BH Chemical & Janitorial, brd of prisoners, \$1,368.57, BH Energy, util, \$5,529.41, BH Plumbing, repair/maint, \$80.00, Bob Barker Co, brd of prisoners, \$513.46, Byrand Streeter, contract wages, \$1,158.75, Cambria Supply, repair/maint, \$138.83, Charm-Tex, brd of prisoners, \$67.08, City of Newcastle, util/dispatch/pub def /p-hlth exp/maj repairs, \$6,172.55, Collins Communications, hmlnd sec exp, \$330.94, Comtronix, misc, \$974.25, Control Solutions, p-hlth exp, \$58.00, Cynthia Crabtree, coroner exp, \$285.82, Dakota Radiology, jail medical, \$131.00, Decker's Market, ext serv exp, \$13.01, Eastern WY Equipment, repair/maint, \$53.17, Eaton Sales & Service, fuel tank maint, \$99.54, Ed Wagoner, mile/travel, \$500.89, Finkey Law, special attny, \$1,336.00, Focus, focus, \$956.25, Frontier Home Ranch & Hardware, repair/maint, \$359.49, Galls, uniforms, \$94.95, Golden West Technologies, comp software/p-hlth exp, \$3,900.25, Hagen Glass, maj repairs, \$880.00, Heartland Construction, supp, \$160.00, Hemocue America, wic, \$198.00, Howard White Construction, crthse emerg repairs, \$37,432.00, Intermountain Record Center, misc, \$777.76, JB Auto Glass, repair/maint, \$130.00, Jill

Sellers, mile/travel, \$62.13, Kara Fladstol, ext serv exp, \$65.40, Kelly Cummings, coroner exp, \$100.00, Kregel Towing & Recovery, financial admin, \$720.40, Kreislers Inc, wic, \$53.29, Lori Bickford, p-hlth exp, \$7.25, Marina Cullum, coroner exp, \$50.00, Max Masters, gis land records, \$1,900.00, Michelle Sweet, p-hlth exp, \$66.18, Minuteman Lube Center, veh maint/fuel, \$147.98, Moore Medical, p-hlth exp, \$183.71, NADA Used Car Guide, comp software, \$950.00, Newcastle Ambulance Service, ambulance, \$1,250.00, Newcastle Motors, veh maint/fuel, \$900.09, News Letter Journal, print/publ/supp, \$1,327.98, Office Ally, p-hlth exp, \$19.95, Osage Improvement & Service Dist, coroner exp, \$300.00, Plainsman, supp, \$166.24, Powder River Energy, util, \$1,767.83, Powder River Heating & AC, crthse emerg repairs/maj repairs, \$3,556.98, Power Plan OIB, repair/maint, \$9,639.20, Preventive Health & Safety Div, p-hlth exp, \$65.00, Rabe Elevator, repair/maint, \$848.00, Regional Health, jail medical, \$216.00, Reserve Acct-Pitney Bowes, post/freight, \$4,150.00, Roadrunner Disposal Service, util, \$60.00, RT Communications, comm, \$2,695.56, Sanofi Pasteur, p-hlth exp, \$241.86, Servall Uniform/Linen, janitor supp, \$138.64, ShopKo, brd of prisoners/p-hlth exp, \$254.33, Texas Refinery Corp, oil/gas/lube, \$1,781.60, Tina Conklin, mile/trvl, \$213.40, Top Office Products, supp, \$303.92, Upton Co-op Assn, oil/gas/lube, \$40,177.61, Verizon Wireless, comm, \$274.50, Vicki Hayman, ext serv exp, \$32.70, Vilas Pharmacy, jail medical, \$50.99, VISA, attny/hmlnd sec exp, \$399.08, Voelker's Autobody, veh maint/fuel, \$15.00, Wayne Erickson Family Dental, jail medical, \$260.00, Wayne's Heating Service, repair/maint, \$75.00, WC Sheriffs Search & Rescue, srch/rescue, \$335.93, West End Water District, util, \$60.00, Western States Fire Prot Co, maj repairs, \$564.00, WC 4-H Council, ext serv exp, \$229.20, WC Fairboard, block alloc, \$29,669.10, WC Gazette, print/publ/supp, \$666.12, WC Health Services, in-home hlth/jail medical, \$2,053.00, WC Library, block alloc, \$23,567.32, WC Road & Bridge, veh maint/fuel, \$2,961.04, WC Sr Services, brd of prisoners, \$3,644.00, WC True Value, repair/maint, \$184.94, Weston Engineering, engineer srvs/co rd fund, \$6,515.00, William Curley, mile/trvl, \$179.08, Woody's Food Center, brd of prisoners/supp, \$320.17, WY Assoc of County Officers, mile/trvl, \$325.00, WY Automotive, repair/maint, \$966.53, WY Behavioral Institute, invol commit, \$572.00, WY Co Commissioners Assoc, mile/trvl, \$200.00, WY Co Treasurers Assoc, mile/trvl, \$140.00, WY DEQ, airport tank maint, \$400.00, WY Dept of Health, p-hlth exp, \$253.00, WY Network, financial admin, \$209.20. Net Payroll, \$139,260.88.

With no further business, the meeting was adjourned at 2:40 p.m.

Tony Barton
Chairman

Attest: Jill Sellers
Weston County Clerk