

WESTON COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
July 5, 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, Tony Barton, Marty Ertman, Tracy Hunt, and Ed Wagoner, and Clerk Jill Sellers were present. Commissioner Wagoner opened the meeting with prayer, and Vice Chairman Barton led the Pledge of Allegiance.

APPROVAL OF AGENDA

Vice Chairman Barton moved to approve the agenda; seconded by Commissioner Wagoner. Carried.

APPROVAL OF PAYROLL AND VOUCHERS

Commissioner Ertman moved to approve the vouchers and payroll; seconded by Commissioners Wagoner. Carried.

APPROVAL OF MINUTES

Vice Chairman Barton moved to approve the minutes of June 20, 2017; seconded by Commissioner Ertman. Carried.

OLD BUSINESS

Clerk Sellers presented an additional signature page for the County GIS Joint Agreement that was approved on May 16, 2017. The page was missing from the original package presented, but does not change its contents. Chairman Lambert signed the additional page.

The final WIC contract with the state will be brought forward for approval when available.

NEW BUSINESS

Clerk Sellers reported a change in the publication of minutes. The draft minutes required for publication will include all action items from the proceedings, essentially a condensed version of the full report. The full report will become the official record once approved by the Commissioners at the following meeting.

On June 20, 2017, the Commissioner approved the FY2018 Wyoming Department of Health (WYDOH) Memorandum of Understanding (MOU) for Maternal and Child Health, which was a draft copy. Attorney Curley had recommended changes that the state likely will not make; the county's commitment will remain the same. Vice Chairman Barton moved to authorize the Chairman's signature on the FY2018 WYDOH MOU for Maternal and Child Health; seconded by Commissioner Wagoner. Carried.

Clerk Sellers reported that she is currently inviting quotes on our property insurance, which is due to renew on September 15, 2017.

State Public Defender announced that Sean Allen Brown was appointed part-time Assistant Public Defender for the Sixth Judicial District.

Commissioner Wagoner moved to approve Resolution 2017-09: Open Burning Restrictions; seconded by Vice Chairman Barton. Carried. Burning restrictions will be effective July 20, 2017.

Commissioner Wagoner moved to approve Tax Roll Correction #1200 and #1201; seconded by Commissioner Ertman. Carried.

Clerk Sellers reported that the Tentative Budget was sent for publication in the official newspaper on June 30, 2017. However, the numbers continue to develop and be refined based on revised revenue information. The Commissioners discussed sending a letter to the departments regarding the budget and including that in the official budget books. Clerk Sellers will draft a letter for consideration.

BOARD APPOINTMENT

Commissioner Hunt moved to reappoint Patricia Morgan to the Library Board; seconded by Commissioner Ertman. Carried.

ADMINISTRATOR

Administrator Dan Blakeman reported on maintenance needs on the Upton Library building, including a new front door, siding on rear of the building, and storm windows. Discussion included funding from the county and potentially from the Library Foundation. Administrator Blakeman will meet with Brenda Ayres-Mahoney, Library Director, to prioritize needs and determine costs for consideration.

Administrator Blakeman reported on the WAM Energy Program, which could help with upgrading the HVAC system at the annex and replacing the furnace at the Sheriff's department. Administrator Blakeman will meet with Sheriff Colvard to determine a timeline for the project, and if it would work with the WAM program. The annex HVAC should be reworked given the new configuration of offices. Administrator Blakeman will bring information and options to the Commissioners.

Administrator Blakeman reported on the SLIB Grant Agreement for the Second Floor Remodel, Phase I for \$300,000.00, which includes major security upgrades. The Commissioners requested to see the remodel plans. Our full request of \$475,000.00 was not awarded from SLIB, leaving us a \$175,000.00 short of our original plan. The plans will be reconsidered to cut costs. Administrator Blakeman would send the new plans to SLIB, which would include the reduced costs so that the county match would be less; and/or reapply for the \$175,000.00 to complete the project. The grant agreement presented would only authorize acceptance of the \$300,000.00 from SLIB, which would be marked for this project. Commissioner Ertman requested that it be modified to include the words "available funding" (instead of "pending funding"); Administrator Blakeman will include a letter to SLIB requesting the change, so that the county is not obligated to the entire match. Vice Chairman Barton moved to authorize the Chairman's signature on the SLIB Grant Agreement for the Second Floor Remodel, Phase I for \$300,000.00, with a letter explaining the requested changes; seconded by Commissioner Wagoner. Carried.

Vice Chairman Barton moved to approve change order #2 for Youth Building Roof Project, to replace the north wall of the Youth Exhibit building; seconded by Commissioner Ertman. Carried.

PUBLIC COMMENT

None.

BUDGET WORKSHOP

The budget workshop convened at 1:00 p.m. The Fiscal Year 2018 budget is currently under development. No actions were taken by the Commissioners during the budget workshop. Budget hearing is scheduled for July 17, 2017 at 7:00 p.m.

VOUCHERS

066 NCPERS, financial admin, \$272.00, AFLAC, payroll ded, \$2,563.65, Blue Cross Blue Shield, financial admin, \$53,935.12, Great-West Trust Co, payroll ded, \$2,225.00, Office of Child Support, payroll ded, \$175.00, WEBT, financial admin, \$175.05, WC Clerk, financial admin, \$40,903.83, WC Treasurer, financial admin, \$20.00, WY Child Support, payroll ded, \$1,175.00, WY Dept of Workforce Services, financial admin, \$2,117.25, WY Retirement System, financial admin, \$28,692.48, Mt Peak Builders LLC, crthse improvements, \$11,304.81, Western States Fire Prot Co, crthse fire alarm, \$31,100.00, Central WC Solid Waste Dist, solid waste proj, \$29,538.50, Morrison Maierle, airport master plan, \$26,310.00, Pitney Bowes Global Financial Srvc, misc, \$774.00, Hermes Consolidated, oil/gas/lube, \$27,422.70, Postmaster c/o Attorney, office exp, \$94.00, 21 Electric, maj repairs, \$9,720.00, Ad Pro, supp/p-hlth exp, \$469.64, Albright Construction, youth exhibit, \$83,279.00, Alpha Communications, tower rent, \$55.00, Amalgamated Design Concern, p-hlth exp, \$739.38, American Welding & Gas, repair/maint, \$175.80, AT&T Mobility, comm, \$1,644.49, Big Horn Imaging Services, crths prsv fund/record retn, \$62,500.00, BH Auto Salvage, investigations, \$322.00, BH Energy, util, \$3,533.82, BH Plumbing, repair/maint, \$580.11, Bullseye Promotions, supp, \$67.50, Byrand Streeter, contract wage, \$1,178.75, C&J Newcastle Hardware, repair/maint, \$613.33, Cambria Car Wash, veh maint/fuel, \$100.00, Cambria Supply, bldg/equip upgrade, \$367.23, CDW Government, p-hlth exp, \$288.30, City of Newcastle, util/dispatch/pub def/p-hlth exp, \$5,562.51, Collins Communications, hmlnd sec exp/equip upgrade, \$3,580.00, Comtronix, misc, \$162.00, Culligan Water Conditioning, veh maint, \$21.50, Cynthia Crabtree, coroner exp, \$647.02, Dakota Radiator, repair/maint, \$90.00, Dan Blakeman, mile/trvl, \$890.78, Decker's Market, p-hlth exp, \$13.13, Dixon Bros, oil/gas, \$356.80, Double D, repair/maint, \$1,302.21, Eastern WY Equipment, repair/maint, \$317.05, Finkey Law, special attny, \$532.39, Fisher Sand & Gravel, grvl/rd mtrl fund, \$20,577.18, Focus, focus, \$956.25, Frontier Home Ranch & Hardware, repair/maint, \$51.86, FSU Center for Prevention, p-hlth exp, \$750.00, Godfrey's Brake Service, repair/maint, \$495.02, Golden West Technologies, comp software, \$4,127.19, Great Western Tire, repair/maint, \$12,781.86, Grimm's Pump & Industrial Supply, repair/maint, \$355.76, Hansen Equipment, airport support, \$289.46, Hermes Consolidated, oil/gas, \$14,995.49, Hillyard/Sioux Falls, janitor supp, \$38.99, Hon Company, bldg/equip upgrade, \$496.38, Hopkins Medical Products, p-hlth exp, \$82.00, James Baden, attny office exp, \$1,798.00, Jones & Bartlett Learning, new equip, \$42.16, Kara Fladstol, other employee, \$380.25, KASL, p-hlth exp, \$470.60, Kelly Cummings, coroner exp, \$50.00, Lori Bickford, p-hlth exp, \$1,437.63, Lucille Dumbrill, hist prsrvs, \$30.00, MasterCard, school exp, \$1,213.12, Matthew Bender & Co, law library, \$157.10, Max Masters, gis land records, \$1,900.00, Michelle Sweet, p-hlth exp, \$47.08, Mt Peak Builders, crthse repairs, \$47,916.76, Mt States Lithographing, misc, \$335.48, Natasha Townsend, financial admin, \$25.00, Natrona Co Legal Dept, invol commit, \$295.00, Newcastle Ambulance Service, ambulance, \$1,250.00, Newcastle Motors, veh maint/fuel, \$603.75, News Letter Journal, supp/p-hlth exp, \$1,449.75, Noodle Soup of Weingart Design, p-hlth exp, \$95.50, Occupational Research & Assessment, coroner exp, \$225.00, Office of the State Public Defender, public def, \$15,156.15, Osage Improvement & Service Dist, coroner exp, \$300.00, Outlaw Motors, veh maint/fuel, \$776.00, Plainsman, supp, \$1,448.31, Postmaster c/o P-Hlth, post/freight, \$314.72, Powder River Energy Corp, util, \$1,140.38, Powder River Heating & AC, maj repairs, \$2,705.00, Preventive Health & Safety Division, p-hlth exp, \$14.00, Roadrunner Disposal Service, util, \$60.00, Rocky Mt Propane, util, \$1,205.10, RT Communications, comm, \$3,111.71, Servall Uniform/Linen, janitor supp/misc, \$310.46, Sherry Worden, coroner exp, \$353.40, ShopKo, p-hlth exp, \$562.71, ShopKo Pharmacy, jail medical, \$4.99, Shred's, p-hlth exp, \$163.90, Stacy Buchholz, ext serv exp, \$114.49, Texas Refinery Corp, oil/gas, \$692.50, Timberline Services, gravel/rd mtrl, \$2,802.81, Top Office Products, copier maint/supp, \$1,269.70, Town of Upton,

comm ctr/landfill, \$2,818.75, University of WY, ext serv exp, \$5,833.50, Verizon Wireless, p-hlth exp, \$263.17, VISA, mile/trvl, \$1,475.24, Voelker's Autobody, hmlnd sec exp, \$48.00, West End Water District, util, \$60.00, Western States Fire Prot, crthse fire alarm, \$68,000.00, WC 4-H Council, ext serv exp, \$2,386.41, WC Gazette, print/publ, \$1,167.53, WC Library, hlth insurance, \$116.64, WC Pharmacy, jail medical, \$68.67, WC Public Health, jail medical, \$40.00, WC Road & Bridge, veh maint/fuel, \$2,732.94, WC School Dist #1, misc, \$400.00, WC Sheriff's Office, post/freight, \$54.70, WC Sr Services, brd of prisoners, \$3,052.00, Weston Engineering, engineer, \$1,000.00, William Curley, school exp, \$78.40, Wireless Advanced Communications, veh maint/fuel, \$1,803.00, Woody's Food Center, brd of prisoners, \$414.85, WY Automotive Co, repair/maint, \$613.17, WY County Assessors Assoc, mile/trvl, \$220.00, WY Dept of Health, p-hlth exp, \$253.00, WY Guardian Ad Litem, special attny, \$734.60, WY Machinery, repair/maint/post/freight, \$24,901.26, WY Network, financial admin, \$209.20. Net Payroll, \$136,759.12.

With no further business, the meeting was adjourned at 11:39 a.m.

Bill Lambert
Chairman

Attest: Jill Sellers
Weston County Clerk