

**WESTON COUNTY BOARD OF COMMISSIONERS**  
**OFFICIAL MINUTES**  
**August 1, 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, Tracy Hunt, and Ed Wagoner, Administrator Dan Blakeman, and Clerk Jill Sellers were present. Chairman Lambert opened the meeting with prayer, and Commissioner Wagoner led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Chairman Lambert added the Cowboy Hall of Fame plaque for discussion under New Business. Commissioner Wagoner moved to approve the agenda as discussed; seconded by Commissioner Hunt. Carried.

**APPROVAL OF VOUCHERS AND PAYROLL**

Commissioner Hunt moved to approve the vouchers and payroll for July 2017, with the exception of #62313; seconded by Commissioner Wagoner. Carried. Vicki Hayman, Wyoming Extension Office, clarified the expenses on voucher #62313. Commissioner Hunt moved to approve voucher #62313; seconded by Vice Chairman Barton. Carried.

**APPROVAL OF MINUTES**

Commissioner Hunt moved to approve the minutes of July 17, 2017; seconded by Vice Chairman Barton. Carried. Vice Chairman Barton moved to approve the minutes of July 18, 2017; seconded by Commissioner Hunt. Carried.

**APPROVAL OF MILL LEVY**

Assessor Tina Conklin presented the mill levies for Fiscal Year 2018, which are the same as FY2017. Assessor Conklin will prepare the report for the Department of Revenue. Vice Chairman Barton moved to approve the FY2018 mill levies as presented by the Assessor; seconded by Commissioner Wagoner. Carried.

**CHILD SUPPORT AUTHORITY**

Clerk of District Court Gidget Macke reported on the Wyoming Department of Family Services Child Support Enforcement and Weston County Clerk of District Court. Commissioner Hunt moved to authorize the Chairman's signature on agreement between the Wyoming Department of Family Services Child Support Enforcement and Weston County Clerk of District Court; seconded by Commissioner Wagoner. Carried.

**ADMINISTRATOR**

Administrator Dan Blakeman presented substantial completion forms and punch lists for the Youth Building Roof and Courthouse Roof projects for signature. Vice Chairman Barton moved to authorize the Chairman's signature on the certificate of substantial completion on the Youth Building Roof project; seconded by Commissioner Wagoner. Carried. Vice Chairman Barton moved to authorize the Chairman's signature on the certificate of substantial completion on the Courthouse Roof project; seconded by Commissioner Wagoner. Carried.

Chairman Lambert signed the final authorization to move the consensus funds of \$146,894.00 to the Second Floor Remodel project, as approved on June 6, 2017 by the Biennium Fiscal Year Joint Resolution signed by all entities.

Road Identification Procedure (RIP) committee is again meeting regularly; RIP provides a process to properly research, identify and map county roads.

Administrator Blakeman asked for permission to work supporting the railcar maintenance facility project in Upton, specifically to help with possible grant applications to the State Land and Investment Board. Vice Chairman Barton moved to authorize the Administrator to work with and support the Upton Economic Development Board and the Town of Upton as they move forward with the railcar maintenance facility project; seconded by Commissioner Wagoner. Carried.

#### **OLD BUSINESS**

Administrator Blakeman reported that the courtroom security project is proceeding as directed with the development of architectural plans by Bond Hein. The courthouse emergency repair project from the flood will proceed first; priorities will be Assessor's Office, basement offices, and then second floor remodel of the courtroom. The two projects are separate, however, they will be coordinated for efficiencies in planning, construction and cost.

#### **NEW BUSINESS**

Clerk Sellers presented a request from Library Director Brenda Ayres for monthly pre-pay approval for the Library Block Allocation in FY2018 Budget. Commissioner Wagoner moved to authorize a monthly pre-pay for the Library Block Allocation in the amount of \$23,567.32; seconded by Vice Chairman Barton. Carried.

#### **PROVIDERS OF SERVICE AGREEMENTS**

Vice Chairman Barton moved to authorize the Chairman's signature on the Provider of Service agreements for FY2018; seconded by Commissioner Hunt. Commissioner Wagoner abstained from voting, due to his membership on the WCSWD. Carried.

Clerk Sellers reported that property insurance quotes will be presented for consideration on August 15, 2017.

Commissioner Hunt moved to approve the catering permit for the Antlers Lounge on August 12, 2017 at Mallo Camp; seconded by Commissioner Wagoner. Carried.

Commissioner Hunt moved to approve the catering permit for Flying V Cambria Inn for their outdoor patio for August 26-27, 2017; seconded by Commissioner Wagoner. Carried.

Commissioner Hunt moved to appoint Greg James to the Northern Wyoming Mental Health Board; seconded by Commissioner Wagoner. Carried.

Commissioner Hunt moved to reappoint Alan Parks to the Mondell Airport Board; seconded by Vice Chairman Barton. Carried.

Commissioner Wagoner moved to approve the Commissioners' signatures on a letter of support to the Wyoming Business Council regarding the railcar maintenance facility project in Upton; seconded by Commissioner Hunt. Carried.

Treasurer Susie Overman provided the County Road Fund (CRF) report to the Wyoming County Commissioners Association, stating the FY2017 CRF ending balance of \$3,288,915.47 and the FY2018 CRF starting balance of \$3,270,278.89.

Former Commissioner Randy Rossman presented a Cowboy Hall of Fame plaque; the Commissioners agreed that it should hang in the lobby of the Weston County Events Center. Commissioner Rossman will present the idea to the Fair Board for approval.

#### **PUBLIC HEALTH**

Public Health Director Lori Bickford introduced Melanie Wilmer, who will be working with both Weston and Crook Counties as the Public Health Emergency Response Coordinator.

Break was called at 11:17 a.m.; reconvened at 1:00 p.m. Chairman Lambert was not present for the afternoon session; Vice Chairman Barton presided. A quorum remained.

#### **SHERIFF**

Sheriff Bryan Colvard presented an MOU with Converse County for approval. Commissioner Wagoner moved to approve the Vice Chairman's signature on the Memorandum of Understanding for law enforcement extraterritorial assistance with Converse County; seconded by Commissioner Hunt. Carried.

Sheriff Colvard also reported on a supplemental agreement for Weston County to provide a deputy to Converse County during the solar eclipse event on August 21, 2017.

#### **ROAD AND BRIDGE**

Rick Williams, Road and Bridge Supervisor, and Administrator Blakeman reported on plans to build the new fuel island at Road and Bridge Department. The Road and Bridge crew will handle the demolition and preparation for concrete work. The existing system that manages fuel accounts was installed in 2000 and is obsolete; the new computer system will be keyless and based on passcodes. Funding of \$200,000.00 was provided in the FY2018 Road & Bridge budget for this project from the Fuel Tank Reserve Fund. Commissioner Hunt moved to approve the bid from Eaton, LLC for the fuel tank replacement project in the amount of \$144,469.65; seconded by Commissioner Wagoner. Carried.

Supervising Engineer Jerry Hunt of Weston Engineering presented an eligibility certification form for the Bruce Road/Wildcat Bridge project, so that the engineering costs would be eligible to be paid out of the county road fund. Right of way, easement and utility documentation were also provided. Commissioner Hunt moved to approve the Vice Chairman's signature on the County Road Fund eligibility certification form for the Bruce Road/Wildcat Bridge project in the amount of \$309,256.25; seconded by Commissioner Wagoner. Carried.

Discussion included traffic and safety concerns at the intersection of Jesse and Cowger Roads, and dust control options on Morrissey Road and other county roads. The Commissioners requested a prioritized list of projects from Supervisor Williams.

## STATE TRANSPORTATION IMPROVEMENT PROGRAM

Scott Taylor, Ronda Holwell, Mike Larson and Michelle Edwards of Wyoming Department of Transportation reported on the State Transportation Improvement Project.

### PUBLIC COMMENT

The public in attendance and the Commissioners discussed speed limits on county roads; several opinions were shared. Ronda Holwell will check into the applicable statutes and respond to the Clerk.

### VOUCHERS

066 NCPERS, financial admin, \$256.00, AFLAC, payroll ded, \$2,489.59, Blue Cross Blue Shield, financial admin, \$53,230.80, Great-West Trust Co, payroll ded, \$2,225.00, Office of Child Support, payroll ded, \$175.00, WEBT, financial admin, \$172.85, WC Clerk, financial admin, \$54,092.88, WC Treasurer, financial admin, \$20.00, WY Child Support, payroll ded, \$1,175.00, WY Dept of Workforce Services, financial admin, \$2,784.33, WY Retirement System, financial admin, \$35,451.17, C&J Newcastle Hardware, repair/maint, \$315.63, Hermes Consolidated, oil/gas/lube, \$14,586.99, 21 Electric, maj repairs, \$4,799.00, Advanced Drug Testing, misc, \$26.00, Alpha Communications, tower rent, \$55.00, American Solutions for Business, supp, \$627.41, AT&T Mobility, comm, \$1,596.81, Axis Forensic Toxicology, coroner exp, \$250.00, BH Chemical & Janitorial, brd of prisoners, \$1,215.50, BH Energy, util, \$4,169.93, BH Plumbing, maj repairs, \$485.00, Byrand Streeter, contract wages, \$1,238.75, CDW Government, p-hlth exp, \$510.68, City of Newcastle, util/dispatch/circuit crt/pub def/p-hlth exp, \$7,994.66, Culligan Water Conditioning, misc, \$41.00, Decker's Market, ext serv exp, \$85.30, Dixon Bros, oil/gas/lube, \$155.56, Eastern WY Equipment, repair/maint, \$687.17, Election Systems & Software, repair/maint, \$4,673.00, Family Dollar, supp, \$33.15, Finkey Law, special attny, \$1,012.39, Fisher Sand & Gravel, grvl/rd mtrl fund, \$31,343.49, Frontier Home Ranch & Hardware, repair/maint/ext serv exp, \$641.30, FSU Center, p-hlth exp, \$720.00, Golden West Technologies, comp software/p-hlth exp, \$4,798.95, Great Western Tire, veh maint, \$160.00, Grimm's Pump & Industrial Supply, repair/maint, \$106.76, Hansen Equipment, repair/maint, \$18.25, JB Auto Glass, veh maint, \$265.00, Kara Fladstol, janitor exp, \$337.50, Kelly Cummings, coroner exp, \$50.00, Lori Bickford, p-hlth exp, \$125.75, Marina Podio, coroner exp, \$250.00, MasterCard, veh maint/fuel/school exp, \$67.15, Max Masters, gis land records, \$1,900.00, Motorola, hmlnd sec exp, \$7,279.00, National Sheriffs Assoc, pub rel, \$60.00, Neve's Uniforms, uniforms, \$393.59, Newcastle Motors, mile/trvl, \$120.79, News Letter Journal, print/publ, \$499.09, Osage Improvement & Service Dist, rent, \$300.00, PoliceOne.com, school exp, \$225.00, Powder River Energy Corp, util, \$1,179.77, Preventive Health & Safety Division, p-hlth exp, \$107.00, Renegade Paint & Pipes, bldg/equip upgrade, \$1,500.00, Reserve Acct-Pitney Bowes, post/freight, \$3,975.00, Roadrunner Disposal Service, util, \$60.00, Rocky Mt Behavioral Healthcare, pre-employment, \$500.00, Rocky Mt Info Network, investigations, \$50.00, RT Communications, comm, \$1,315.23, Servall Uniform/Linen, misc, \$294.30, ShopKo, hmlnd sec exp, \$50.37, Tina Conklin, mile/trvl, \$25.25, Top Office Products, misc, \$356.98, Tyler Technologies, comp software, \$37,180.80, Verizon Wireless, p-hlth exp/office exp, \$274.20, VISA, hmlnd sec exp/mile/trvl, \$879.97, Voelker's Autobody, veh maint, \$1,029.04, WACO, mile/trvl/convent, \$125.00, Wayne Erickson Family Dental, jail medical, \$260.00, West End Water District, util, \$60.00, West Payment Center, law library, \$480.00, Western States Fire Prot, crthse fire alarm, \$36,000.00, WC 4-H Council, ext serv exp, \$690.09, WC Gazette, print/publ, \$763.89, WC Library, library alloc, \$23,567.32, WC Road & Bridge, veh maint/fuel, \$2,664.20, WC Sr Services, brd of prisoners, \$1,718.00, Whirlwind Services, bldg/equip upgrade, \$1,025.00, Wireless Advanced Communications, veh maint/fuel, \$320.00, Woody's Food Center, brd of prisoners/ext serv exp, \$327.48, WY Co Commissioners Assoc, mile/trvl/convent, \$7,263.00, WY Coroners Assoc, coroner exp, \$125.00, WY Dept of Health, p-hlth exp, \$17,023.35, WY Law Enforcement Academy, jailor schools, \$302.50, WY Machinery, repair/maint, \$939.12, WY Network, financial admin, \$209.20. Net Payroll, \$162,755.59.

With no further business, the meeting was adjourned at 3:02 p.m.

Bill Lambert  
Chairman

Attest: Jill Sellers  
Weston County Clerk