

**WESTON COUNTY BOARD OF COMMISSIONERS**  
**OFFICIAL MINUTES**  
**January 8, 2019**

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 Tony Barton, Marty Ertman, Ed Wagoner, and Nathan Todd, and Clerk Becky Hadlock were present. Commissioner Tracy Hunt joined the meeting via telephone. Commissioner Ertman opened the meeting with prayer, and Chairman Barton led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Commissioner Wagoner moved to approve the agenda; seconded by Commissioner Todd. Carried.

**ELECTION OF OFFICERS**

Commissioner Wagoner moved to appoint Chairman Barton as Chairman; seconded by Commissioner Hunt. Chairman Barton called for other nominations; there were none. Carried. Chairman Barton called for nominations for Vice-Chairman. Commissioner Todd moved to appoint Commissioner Ertman as Vice-Chairman; seconded by Commissioner Ertman. The Chairman called for other nominations; there were none. Carried.

**APPROVAL OF VOUCHERS, PAYROLL AND COLLECTIONS CONSENT AGENDA**

Commissioner Hunt moved to approve the vouchers, payroll and collections for December 2018; seconded by Commissioner Wagoner. Carried. SLIB grants paid: Michaels Construction, \$22,028.85, Hein Bond, \$1410.21

**TREASURER REPORT**

Treasurer Susie Overman presented the current Treasurer report to the Commissioners. She asked for them to sign the November and December cash revenue & investment sheets. Treasurer Overman thanked the Commissioners and told them that they are always welcome in her office with any questions or concerns they had.

**BOARD APPOINTMENTS**

Commissioner Hunt said that he was having a hard time hearing and left the meeting via phone at 10:20 a.m. Vice-Chairman Ertman moved to appoint Regg Hagge to the Airport Board; Lucille Dumbrill to the Historic Board; Danielle Hagge & Gideon Dixon to the Mallo Board; Ed Quinones to the CWCWSD Board; Ed Wagoner & Mike Mills to the WCSWD Board; Glen Materi, Wayne Christensen & Donley Darnell to the Weed & Pest Board; seconded by Commissioner Wagoner. Carried. Commissioner Wagoner abstained from voting as he was on one of the Boards. Vice-Chairman Ertman will contact Regg Hagge about time constraints and feasibility of serving on the fair board also.

**BUDGET AMENDMENT**

Vice-Chairman Ertman made a motion to advertise for a Budget Amendment hearing for 10:00 on the 2<sup>nd</sup> meeting in February for a line item for the Circuit Court Rent; seconded by Commissioner Wagoner. Carried.

**OFFICIAL NEWSPAPER**

Price quotes were requested from the two newspapers that are published in Weston County. A specific set of minutes were given to each, requesting submission of a cost per column inch and to include a

total cost for publishing that set of minutes. A quote was received from the Weston County Gazette in the amount of \$5.25 per column inch with a total cost to publish the sample of \$170.63, with a paid circulation of 700. A quote was received from the News Letter Journal in the amount of \$11.00 per column inch with a total cost to publish the sample of \$572.00, with a paid circulation of 1864. Commissioner Todd moved to appoint the Weston County Gazette as the official newspaper in 2019 of Weston County; seconded by Commissioner Wagoner. Discussion included affordable rates online access. Vice-Chairman Ertman raised concerns that the bids were previously opened and requested that in the future, all newspaper bids be opened in a public meeting. Carried.

### **GOLDEN WEST TECHNOLOGIES**

Mark Parette, with Golden West Technologies discussed certain vulnerabilities about the Counties security system and responded to concerns raised by the IT audit by Pro River Technology that the County had commissioned. He had received additional questions raised by Weston County staff the day before and needed more time to offer a response and agreed to get that to the commission in a timely manner. Administrative Assistant Weigel and County Assessor Conklin were named as the points of contact between the County and Golden West, with Clerk Hadlock being an additional point of contact for billing.

### **PUBLIC COMMENT**

None.

### **ADMINISTRATOR**

County Attorney Alex Berger proposed moving their offices from the East side of the Annex building to the West side. The commission did not have a problem with that. Steve Price asked if there would be a problem with bringing in a maintenance person after hours and Attorney Berger said he would make sure this office had a clean desk policy so that wouldn't be a problem. Administrative Assistant Weigel, Clerk of District Court Gidget Macke and Steve Price reported on the Courtroom project. Clerk Macke presented a revised blind bid that she had received from CLT. She will also be getting a bid for tint later in the week. Vice-Chairman Ertman asked if the prices given were the same if the Commissioners chose to do room by room and Clerk Macke said yes they were. Vice-Chairman Ertman said that the Clerk of District Court's Office has to be done right away. Assessor Conklin said they had to go without blinds in her office for a while and it was terrible. Chairman Barton agreed with Vice-Chairman Ertman that the Clerk of District Court's Office needed to be done right away. Clerk Macke also presented a quote that she had for juror chairs and chairs for the attorneys in the Courtroom. The total for all of the chairs would be \$13,142. Commissioner Todd inquired about ADA concerns. Clerk Macke said that they could put anyone with reduced mobility alongside the juror box. Chairman Barton moved to purchase the 17 chairs for \$13,142 plus the amount of shipping; seconded by Commissioner Wagoner. Carried.

Ms. Weigel reported that Circuit Court reported to her that the countertops do not have grommets for computer cords & the door at the teller station swings in & it was to swing out. Chairman Barton thinks that Randy had changed this. These items may need to be added to the punch list. Clerk Macke reported that Jeff will not be here until the 15<sup>th</sup> and Ms. Weigel reported that Randy had rescheduled the punch list walkthrough for the 15<sup>th</sup>. Ms. Weigel said that Randy told her that he didn't want 20 people there when he was there, but Vice-Chairman Ertman said that she felt the more the merrier. Commissioner Wagoner agreed with Vice-Chairman Ertman.

Mr. Price said that there were a lot of little things left on the punch list, but he also felt there were a lot of things getting done.

Ms. Weigel will have quotes to present for the courthouse window replacement project at the next meeting. The board will open & award the bids at 9:05 on January 15<sup>th</sup>.

Ms. Weigel reminded the Commissioners of their meeting with Treasurer Curt Meier, Secretary of State Edward Buchanan & Superintendent of Public Instruction Jillian Balow on January 16<sup>th</sup>.

Clerk Macke said that once she moves to her office upstairs, she will have left over stuff. Some other agencies have asked if they can have this for their offices. She needs to know if this is ok. Vice-Chairman Ertman said that with everything we are going through with the insurance, the items need to have inventory stickers put on them. Clerk Macke needs to remove it from her inventory and have the entity who takes the item add it to theirs so that it is tracked for insurance purposes. Commissioner Wagoner stated that the items need to remain with a County entity.

### **OLD BUSINESS**

Chairman Barton asked County Attorney Berger if he had looked over the WGR Operating LP-Consent to Assign/Road Crossing Permits. Attorney Berger said that he had and he felt that the Board could go ahead and sign them because it was the changing of ownership of Anadarko to M&K. There are no issues and he sees no reason why we should not consent. They provided four copies for us to sign, one for Anadarko, M&K, WGR & one for us to keep. Vice-Chairman Ertman moved for Chairman Barton to sign the permits; seconded by Commissioner Todd. Carried.

West End Water District is still not compliant with the State of Wyoming on reporting. Treasurer Overman stated she had contacted a board member about this issue. Attorney Berger will put a letter together for review at the January 15<sup>th</sup> meeting that will be sent to the District about the process of dissolution actions if they do not become compliant.

Chairman Barton stated that Former Commissioner Lambert was on the Thunder Basin National Grasslands Working Group. Vice-Chairman Ertman stated that she had been on this group for a long time and didn't mind doing it again. Commissioner Wagoner moved to have Vice-Chairman Ertman appointed to the Thunder Basin National Grassland Working Group; seconded by Commissioner Todd. Vice-Chairman Ertman sustained from voting. Carried.

### **NEW BUSINESS**

Vice-Chairman Ertman moved to approve Resolution 2019-01: Direct Deposit Authorization; seconded by Commissioner Wagoner. Carried.

Vice-Chairman Ertman moved to approve Resolution 2019-02: Official Holiday Schedule; seconded by Commissioner Wagoner. Carried.

Disclosure Statements were signed by each Commissioner.

Chairman Barton moved to table the WEBT Blue Cross Blue Shield rate increase until the next meeting so that Clerk Hadlock can gather more information on this; seconded by Vice-Chairman Ertman. Carried.

Chairman Barton moved to table the Travel Commission Joint Powers Agreement; seconded by Commissioner Todd. Carried.

Chairman Barton updated the commissioners on Change Order #1 for the Law Enforcement Building. He stated that it cost \$37,753. He was given authorization at the previous meeting to proceed.

Chairman Barton wanted to remind the Commissioners that the WCCA Legislative Conference is January 23-25 in Cheyenne. Vice-Chairman Ertman said that she would not be able to attend, but Commissioner Todd, Wagoner & Chairman Barton would all be attending. Clerk Hadlock also reported that the Legislative Dinner would be held Thursday night at 6:00 and she would put down 4 for Weston County. She will get more information to the Commissioners that will be attending.

#### **EXECUTIVE SESSION**

Commissioner Todd moved to go into Executive Session per W.S. 16-4-405(a)(ii); seconded by Commissioner Wagoner. Carried. Executive Session began at 2:39 p.m.; regular meeting reconvened at 2:53 p.m. Personnel was discussed in Executive Session; no action was taken.

#### **EXECUTIVE SESSION**

Commissioner Todd moved to go into Executive Session per W.S. 16-4-405(a)(iii); seconded by Commissioner Wagoner. Carried. Executive Session began at 2:53 p.m.; regular meeting reconvened at 3:31 p.m. Matters concerning litigation was discussed in Executive Session; no action was taken.

#### **PUBLIC COMMENT**

None.

#### **VOUCHERS**

066 NCPERS, financial admin, \$224.00, AFLAC, payroll ded, \$1,897.66, Blue Cross Blue Shield, financial admin, \$54,951.25, Circuit Court, payroll ded, \$196.96, Great West Trust Co, payroll ded, \$2,030.00, WEBT, financial admin, \$181.65, WC Clerk, financial admin, \$39,627.11, WC Treasurer, financial admin, \$20.00, WY Child Support, payroll ded, \$550.00, WY Dept of Workforce Services, financial admin, \$2,470.99, WY Retirement System, financial admin, \$28,677.26, Postmaster c/o Sheriff, post/freight, \$24.00, Pitney Bowes Global Financial Services, misc, \$774.00, Gilberto Martinez, maj repairs, \$4,166.40, Dan Blakeman, mile/trvl, \$493.23, TC Custom Woodworking, maj repairs, \$7,583.50, 21 Electric, maint, \$3,415.00, Ad Pro, supp, \$1,347.86, ADI Insurance Agency, insurance, \$571.20, Advanced Drug Testing, misc, \$26.00, Alpha Communications, tower rent, \$55.00, AT&T Mobility, comm, \$1,415.40, Axis Forensic Toxicology, coroner exp, \$600.00, Bam Document Destruction & Recycling, misc, \$509.80, BH Chemical & Janitorial, brd of prisoners, \$569.49, BH Energy, util, \$4,922.36, BH Plumbing, brd of prisoners, \$3,238.60, Bob Barker Co, brd of prisoners, \$90.60, Brittany Hamilton, ext serv exp, \$30.52, Byrand Streeter, contract wages, \$1,178.42, Cambria Supply, repair/maint, \$126.16, Cardiac Science Corp, jail medical, \$105.60, CDW Government, p-hlth exp, \$733.52, Central WC Solid Waste Dist, coroner exp, \$25.00, City of Newcastle, util/dispatch/circuit crt/pub def, \$7,840.33, Collins Communications, veh maint/fuel, \$650.27, Comtronix, misc, \$168.00, Creative Product Source, hmlnd sec exp, \$275.36, Culligan Water Conditioning, misc, \$21.50, Cynthia Crabtree, coroner exp, \$293.30, Decker's Market, election exp, \$90.22, Denny's Electric, maj repairs, \$985.86, Ed Wagoner, mile/trvl, \$83.00, Finkey Law, special attny, \$880.50, Fisher Sand & Gravel, gravel/rd mtrl, \$11,093.90, Fred's Welding Service, brd of prisoners, \$950.50, Frontier Home Ranch & Hardware, repair/maint, \$899.17, Gilberto Martinez, maj repairs, \$4,500.00, Golden West Technologies, comp software, \$3,748.53, Great Western Tire, repair/maint, \$1,464.95, Grimm's Pump & Industrial Supply, fuel tank maint, \$780.30, Hansen Equipment, repair/maint, \$8.75, Hein Bond, security upgrades, \$1,566.90, JD Power, supp, \$215.00, Lloyd Roberts, investigations, \$200.00, Lori Bickford, p-hlth exp, \$112.54, Marina Cullum, coroner exp, \$100.00, MasterCard, school exp/mile/trvl, \$751.14, Max

Masters, gis land records, \$1,900.00, MG Oil Co, oil/gas/lube, \$2,911.15, Michael's Construction, crthse remodel, \$68,964.15, Minuteman Lube Center, veh maint/fuel, \$67.99, Moore Medical, p-hlth exp, \$106.35, Mountain States Lithographing, supp, \$172.67, Neela Beardsley, other employees, \$225.00, Newcastle Ambulance Service, ambulance, \$1,250.00, Newcastle Suppression, repair/maint, \$92.29, Newcastle Motors, veh maint/fuel, \$1,955.82, News Letter Journal, misc/office exp, \$616.70, Occupational Research & Assessment, coroner exp, \$225.00, Powder River Energy, util, \$1,506.40, Powder River Heating & AC, emerg op center/maj repairs, \$62,821.10, Preventive Health & Safety Division, p-hlth exp, \$28.00, R&S Northeast, p-hlth exp, \$20.39, Radar Shop, officer equip, \$281.00, Rick's Electric, repair/maint, \$1,232.09, Ringer Law, special attny, \$2,475.00, Roadrunner Disposal Service, util, \$60.00, Rocky Mountain Propane, util, \$1,426.00, Rocky Mt Info Network, investigations, \$50.00, RT Communications, comm, \$2,854.01, Servall Uniform/Linen, janitor supp, \$225.24, ShopKo, hmlnd sec exp, \$160.11, Steven Titus & Associates, special attny, \$886.41, Sundance Equipment, repair/maint, \$8,201.37, Texas Refinery, oil/gas/lube, \$742.80, Thomas L Bennett, coroner exp, \$4,000.00, Timberline Services, gravel/rd mtrl, \$2,201.01, Top Office Products, supp, \$1,323.90, Upton Co-op Assn, oil/gas/lube, \$42,835.34, Verizon Wireless, comm/p-hlth exp, \$364.05, Vicki Hayman, ext serv exp, \$82.84, Vila's Pharmacy, jail medical, \$287.93, WACO, trvl/meals, \$25.00, Western States Fire Prot, maj repairs, \$1,645.00, WC 4-H Council, ext serv exp, \$515.67, WC Gazette, print/pub, 1,026.57, WC Library, block alloc, \$22,890.24, WC Road & Bridge, veh maint/fuel, \$2,259.76, WC Sr Services, brd of prisoners, \$4,580.00, Woody's Food Center, brd of prisoners, \$452.83, WY Automotive, repair/maint, \$286.76, WY DEQ, fuel tank maint, \$400.00, WY Dept of Health/Rental, p-hlth exp, \$163.13, WY Machinery, leased equip, \$3,330.00, WY Network, financial admin, \$209.20. Net Payroll, \$139,105.22.

With no further business, the meeting was adjourned at 3:32 p.m.

Tony Barton  
Chairman

Attest: Becky Hadlock  
Weston County Clerk