

WESTON COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
October 16, 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 Tony Barton, Bill Lambert, Marty Ertman, Tracy Hunt, and Ed Wagoner, 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 Wagoner moved to approve the agenda as discussed; seconded by Commissioner Hunt. Carried.

APPROVAL OF CONSENT AGENDA

Vice Chairman Lambert moved to approve the consent agenda, which includes the minutes of October 2, 2018; seconded by Commissioner Ertman. Carried.

OLD BUSINESS

Vice Chairman Lambert moved to go into Executive Session per W.S. 16-4-405(a)(ii); seconded by Commissioner Wagoner. Carried. Executive Session began at 9:02 a.m.; regular meeting reconvened at 9:04 a.m. No decisions were made in Executive Session.

NEW BUSINESS

Assessor Tina Conklin presented three Tax Roll Corrections for approval. Commissioner Ertman moved to approve Tax Roll Corrections #1246, #1247, and #1248; seconded by Commissioner Hunt. Carried.

Commissioner Hunt moved to authorize the Chairman's signature on Resolution 2018-12: Open Burning Restrictions Lifted; seconded by Commissioner Wagoner. Carried.

Clerk Sellers reported on the status of the online land vault project with Big Horn Imaging LLC. The scanning project was completed on June 30, 2018 and has since been updated to include the subsequently recorded documents; updates will continue periodically. Clerk Sellers reported subscription revenue in the amount of \$1,399.30, at which rate the scanning project will be repaid within approximately seven years. The next phase of the project will create online access to the indices and make records searchable for land research at no additional cost for website development. The images are currently being uploaded to Wyoming State Archives, making Weston County Clerk's vault the only vault digitally recorded in its entirety with WSA. Clerk Sellers reported that the project has not only safeguarded the recorded documents, but has also proactively prepared the county for document recording and storage in the digital age, aligning with eRecording, and possibility of block chain technology for land records in the future.

TREASURER

Treasurer Susie Overman reported on monthly Revenue and Cash reports. Treasurer Overman reported that she opened a new certificate of deposit for the road funds. Commissioner Wagoner moved to authorize the Chairman's signature on the Rescission of Transaction, per W.S. 18-3-505(e); seconded by Vice Chairman Lambert. Carried.

BUDGET AMENDMENT HEARING

At 10:00 a.m., Chairman Barton opened the budget amendment hearing. Chairman Barton called for public comments three times; there were none. Commissioner Hunt moved to approve budget amendment, which authorizes to move funds in the amount of \$966.68 from Extension Copier Maintenance (100.00.10.00337000.0000) to Annex Miscellaneous (100.00.31.0029000.0000); increase funds in the amount of \$21,067.13 to Public Health Family Planning State Grant (122.04.18.0076000.0000); add funds in the amount of \$215.10 to a new line item for Miscellaneous Donation/Special Projects (100.00.20.0399000.0000); and increase funds in the amount of \$1,009.21 to Public Health Emergency Preparedness (140.00.18.0104000.0618); seconded by Commissioner Wagoner. Carried.

HOMELAND SECURITY

Homeland Security Coordinator Denise Bradshaw reported on the Courthouse Evacuation Plan and provided details on the drill scheduled for November 19, 2018 at 10:00 a.m. Secondary plans will include drills to prepare continuance of operations plans for all departments and will be considered in spring or summer 2019.

Superintendent Brad LaCroix, Weston County School District #1, discussed the School Security Grant, which came after the risk assessment completed at the schools. The school district was approved for \$50,000.00 to provide more technology to secure the facilities.

Commissioner Wagoner moved to authorize the Chairman and Vice Chairman's signatures on the communications grant in the amount of \$8,625.00 designated for Code Red and satellite phones; seconded by Commissioner Ertman. Carried.

PLANNING & ZONING

Tony Shucraft presented his application for the Shucraft Single Land Division; the application has been approved by the City of Newcastle and the Weston County Planning and Zoning Commission recommended its approval by the Commissioners. Commissioner Hunt moved to approve the Shucraft Single Land Division (Section 25, T45N/R62W); seconded by Vice Chairman Lambert. Carried.

COURTROOM TOUR

The meeting was adjourned at 11:30 a.m. to tour the remodel project of the courtroom. The public was invited to attend the tour.

ROAD & BRIDGE

Superintendent Rick Williams reported on the CMAQ award of \$225,000.00 for Upton-Fairview Road, and plans for magnesium chloride and gravel. Superintendent Williams asked for changes and corrections to the ONEOK Road Use Agreement; he clarified his formula for the total amount included in the agreement, which was calculated based on gravel requirements and cost in conjunction with the ONEOK consultant. The agreement has been reviewed and edited by Attorney Curley and Weston County Fire Warden Daniel Tysdal; each are satisfied with its content. Vice Chairman Lambert moved to authorize the Chairman's signature on the Weston County Fire and Road Use Agreement with ONEOK Pipeline; seconded by Commissioner Wagoner. Ayes: Lambert, Wagoner, and Barton. Nays: Ertman and Hunt. Carried.

Superintendent Williams also reported on gravel and magnesium chloride projects for Grieves Road, followed by Morrissey Road; both are scheduled for spring 2019. Upton-Fairview/Fiddler Creek will be put out to bid as soon as approval is received from WYDOT.

Superintendent Williams introduced Brian Newberry of Vermilion Energy and further discussed the condition of the roads used by Vermilion; Mr. Newberry explained the road maintenance Vermilion undertakes on Cheyenne River Road. Administrative Assistant Brookelyn Weigel will draft a fire and road use agreement for Vermilion Energy; Commissioner Hunt will participate in its development and review. Superintendent Williams plans to meet with Sheriff Colvard regarding weight and speed restrictions to develop a resolution, as well as coordinate with Converse and Crook Counties to consider options from their lessons learned. Legislators will be notified to educate and inform on the current energy boom in Weston County and its impact on county roads and to ask for help with disposal water permits. Ms. Weigel will arrange to invite legislators to tour affected county roads.

ADMINISTRATOR

Administrator Dan Blakeman and Clerk of District Court Gidget Macke presented a funding request for furniture for the District Court offices. The Commissioners directed Clerk of District Court Macke to establish a list of furniture needs, which will be sent out for bids. Funding will be provided from the project contingency funds. The balance of the contingency fund is \$22,782.20, with one change order pending estimated at \$10,000.00.

The energy grant for windows was awarded in the amount of \$20,000.00. This grant will cover the replacement of all the remaining windows in the courthouse, except for the two large front windows; those will be addressed through the exterior restoration grant.

The 2013 Board of Commissioners authorized a survey of Cheyenne River Road, which was completed. However it was not signed or recorded. Commissioner Wagoner moved to authorize the Commissioners' signatures on the mylars for the surveys of the Cheyenne River Road; seconded by Commissioner Ertman. Carried. The survey will be recorded with the County Clerk.

Administrator Blakeman reported that Bentonite Performance Minerals LLC continues to request use of Cheyenne River Road. The review of Cheyenne River Road by the County Administrator and County Attorney William Curley, determined that Cheyenne River Road, East to the proposed bentonite project, is an established county road. Attorney Curley is preparing an opinion paper to document those findings. A road use agreement will be drafted for consideration.

TRAVEL COMMISSION

Travel Commission by-laws and joint powers agreement will be scheduled for review in 2019.

INFORMATION TECHNOLOGY

Mark Parette and Charles Wuestewald of Golden West Technology, and Jon Iglehart and Tom Overstreet of Pro River Technology, reviewed their proposals from May 15, 2018 and fielded questions on our IT status, vulnerabilities, services, and the consideration of an IT audit. Commissioner Wagoner moved to engage Pro River Tech to perform an IT Audit on county departments, including the Sheriff's Department, for the cost of \$3,600.00; seconded by Commissioner Ertman. Discussion ensued. Carried.

PUBLIC COMMENT

None.

With no further business, the meeting was adjourned at 3:43 p.m.

Tony Barton
Chairman

Attest: Jill Sellers
Weston County Clerk