

**WESTON COUNTY BOARD OF COMMISSIONERS  
OFFICIAL MINUTES  
October 2, 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, and Ed Wagoner, and Clerk Jill Sellers were present. Chairman Barton opened the meeting with prayer, and Vice Chairman Lambert led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Chairman Barton added Weston County Solid Waste District update and USFS Steering Committee under New Business, and rescheduled the Administrator report at noon; Chairman will remain through 1:00 p.m. to receive any public comments. Vice Chairman Lambert moved to approve the agenda as discussed; seconded by Commissioner Wagoner. Ayes – Lambert, Wagoner, Barton. Nays – Ertman. Carried.

**APPROVAL OF CONSENT AGENDA**

Commissioner Wagoner moved to approve the consent agenda, which included: payroll and vouchers in the amount of \$270,846.18; vouchers in the amount of \$192,997.10; collections for County Clerk in the amount of \$9,369.00; collections for District Court in the amount of \$1,365.17; minutes of September 18, 2018; and executive session minutes of September 18, 2018; seconded by Vice Chairman Lambert. Carried.

SLIB Grants paid: Gilberto Martinez for \$118.40.

**OLD BUSINESS**

Assessor Tina Conklin reported on the County Boundary and Annexation Survey (CBAS) reported that City of Newcastle Engineer Mike Moore is willing to enter into an agreement to coordinate reports to the US. Census Bureau. Town of Upton would rather manage their own reporting for Upton. If necessary, Max Masters of Geographic Innovations could be contracted in support of 2020 Census requirements.

Assessor Conklin reported on the status of Assessor server, as several of the hard drives on the server have begun to fail and are being replaced; all are under warranty. New computers from Department of Revenue have arrived, but still need some cords and other software to be fully functional. Next generation servers will likely be virtual, and the County will need to remain apprised of those options as they become the new technology standard.

Oaths of Office are set for Monday, January 7, 2019, according to W.S. 22-2-107. Commissioner Ertman moved to change the first meeting of 2019 to January 8, 2019; seconded by Commissioner Wagoner. Carried.

**NEW BUSINESS**

There were no nominations to the LGLP Board.

Commissioner Ertman reported on WACO meetings and educational seminars, including Managing a Crisis; Keeping Professional during Conflict; Elections & Cyber Security; IT safety; HB14 on extraterritorial

jurisdiction (Planning & Zoning); Workers Compensation; County Road Standards Committee; WYOLink; Transportation Committee; and the status of the County Road Fund.

Commissioner Wagoner reported on WACO meetings, including Election, Land Use and Government Operations Committee: new online board training options; state laws on parking fees for government facilities; extraterritorial jurisdiction; suicide prevention; and per diem options. A per diem reimbursement would be applicable for employees, but not elected officials, however, the Weston County Commissioners Association agreed that receipts provide better transparency to the public.

Pro River Tech and Golden West Technology will be invited at the next October 16<sup>th</sup> to discuss the IT Audit proposals submitted in May, as well as IT, cybersecurity and vulnerabilities, etc.

Planning and Zoning Board will appear on October 16, 2018 with single land division applications. The Commissioners will address the Planning and Zoning Board, its responsibilities and quorum requirements.

Chairman Barton will attend the Prairie Dog meeting in Douglas on October 30, 2018 from 10:00 a.m. to 4:00 p.m. Vice Chairman Lambert commented on Area 3.63, which has always been managed for the black footed ferret, and that the emphasis seems to be moving toward vegetation management.

Commissioner Ertman moved to authorize the Chairman's signature on the Provider of Service Agreement for the Mallo Camp Contract Employee; seconded by Commissioner Wagoner. Carried.

On behalf of the Weston County Solid Waste District (WCSWD) Board, Ed Wagoner reported that Requests for Proposals have been sent out for engineering bids for WCSWD, and that the board is looking at potential land.

Chairman Barton reported that USFS Supervisor Mark Van Every is seeking temporary office space, while the Federal government establishes a permanent location for the USFS Newcastle Office. Chairman Barton asked for a steering committee to discuss and bring recommendations to the Board; Chairman Barton and Commissioner Hunt will serve on the steering committee.

#### **HOMELAND SECURITY**

Homeland Security Coordinator Denise Bradshaw and Assistant Gilbert Nelson presented information on threats, hazards, and mitigation plans. The Regional Mitigation Plan is awaiting approval by FEMA, after which the Commissioners will decide whether or not to adopt the plan. Ms. Bradshaw presented potential action projects, including Wild Fire Protection, Power Outages and Generators, and Evacuation Routes, Snow Fences, and Tornado Safe Rooms. Ms. Bradshaw will coordinate with Rick Williams about no-cost snow fencing options and asked for Commissioners' input on other projects. Commissioner Ertman asked about contingency plans for the bypass, and access to both sides of the railroad tracks if bypass was unavailable and/or the crossings were blocked on city streets.

#### **ROAD & BRIDGE**

Superintendent Rick Williams reported that CMAQ awarded \$225,000.00 for Upton-Fairview Road. Superintendent Williams reported that CMAQ funds seem to be decreasing, and the State is moving back to product only projects. WYDOT has not yet issued a notice to proceed on Grieves Road.

Final completion is being advertised for Bruce Road/Wildcat Creek project, and then final payment will be issued.

Superintendent Williams also reported on the road use agreement with ONEOK, which has offered to pay for 13 miles of the Morrissey Road project. Administrator Blakeman addressed the overall concept of road use agreements, wherein other counties have users paying to maintain the roads they're using; and requested that the Commissioners provide feedback and recommended it for signature this month. Attorney Curley commented that the fundamental agreement with ONEOK is for their use of county roads and their agreement to return the roads to current or better condition. The agreement is for \$560,000.00 with a \$500,000.00 bond. Commissioner Ertman asked to remove language referring to weight restrictions and speed enforcement; Attorney Curley noted that it would be prudent to include this language since this agreement will likely be in place for 20 years, and noted concern that omitting such provisions weakens future enforcement options. Speed limits were discussed but require traffic surveys prior to posting and enforcing limits. Superintendent Williams and Administrator Blakeman will meet with Sheriff Colvard about enforcement.

Superintendent Williams reported that Vermilion Energy continues to move hundreds of truck loads on the Cheyenne River Road, and he recommended contacting a higher authority in Vermilion and pursuing road use agreements with Vermilion Energy, Kissack Water & Oil, and other companies operating on county roads. Attorney Curley noted that the ONEOK agreement could become the template for road use agreements for any company or industry operating in Weston County.

Discussion also included that taxes are reportedly to be paid per linear foot of pipeline laid in each county, not at the point of delivery, which would be an exception to the tax law; Attorney Curley will review and report on how this will be handled with the ONEOK pipeline project.

#### **ADMINISTRATOR**

Administrator Dan Blakeman presented a resolution on county consensus money for Central Weston County Solid Waste District. The resolution was signed by City of Newcastle Mayor Piana and is awaiting signatures from Town of Upton. Commissioner Wagoner moved to authorize the Commissioners' signatures on the resolution to move county consensus money in the amount of \$70,000.00 to the Central Weston County Solid Waste District closure project; seconded by Commissioner Ertman. Carried.

Administrator Blakeman reported that the wood trim is currently being installed in the courtroom. Furniture will be considered following the Commissioners' tour of the project on October 16<sup>th</sup>. The overall project is on schedule, except for the doors which are 2-3 weeks behind schedule. A total of \$327,704.37 remains in grant funds. Administrator Blakeman suggested sending invitations for its grand opening, including SLIB members, state representatives, local officials, and the public.

#### **PUBLIC COMMENT**

Jordan Fischer, Representative from Liz Cheney's Gillette Office, attended the meeting, reintroduced herself, and offered to maintain communications between the Commissioners and U.S. Representative Cheney. There were no other public comments.

#### **VOUCHERS**

066 NCPERS, financial admin, \$240.00, AFLAC, payroll ded, \$2,264.65, Blue Cross Blue Shield, financial admin, \$55,668.59, Circuit Court, payroll ded, \$678.12, Great West Trust Co, payroll ded, \$2,155.00,

WEBT, financial admin, \$186.35, WC Clerk, financial admin, \$39,334.73, WC Treasurer, financial admin, \$20.00, WY Child Support, payroll ded, \$550.00, WY Dept of Workforce Services, financial admin, \$2,452.37, WY Retirement System, financial admin, \$28,722.88, Pitney Bowes Global Financial Svcs, misc, \$774.00, Hermes Consolidated, oil/gas/lube, \$21,780.55, Access Display Group, misc, \$386.17, Ad Pro, supp, \$812.72, Alpha Communications, tower rent, \$55.00, AT&T Mobility, comm, \$1,682.88, Axis Forensic Toxicology, coroner exp, \$825.00, Axon Enterprise, officer equip, \$8,316.00, Bam Document Destruction, misc, \$163.90, BH Chemical & Janitorial, brd of prisoners, BH Energy, util, \$3,658.81, Blue Star Police Supply, uniforms, \$464.93, Brittany Hamilton, ext serv exp, \$30.52, Byrand Streeeter, contract wage, \$1,158.75, Cambria Supply, repair/maint, \$114.47, Campbell Co Sheriff's Office, brd of prisoners, \$525.00, CDW Government, p-hlth exp, \$801.94, Children's Home Society, investigations, \$300.00, Christ Ault, ext serv exp, \$52.32, City of Newcastle, util/dispatch/pub def/p-hlth exp, \$5,833.10, Comtronix, misc, \$168.00, Connie James, wic, \$354.97, Control Solutions, p-hlth exp, \$13.00, Crook County, comp software, \$10,750.00, Culligan Water Conditioning, misc, \$47.50, Cynthia Crabtree, coroner exp, \$112.62, Decker's Market, supp, \$48.62, Dixon Bros, oil/gas/lube, \$220.65, Double D, repair/maint, \$45.99, Drive Train Industries, repair/maint, \$584.56, Dustbusters, grvl/rd mtrl, \$3,081.91, Eastern WY Equipment, repair/maint, \$96.53, Election Systems & Software, election exp, \$2,017.68, Employee Data Forms, financial admin, \$28.25, Fastenal Company, repair/maint, \$281.01, Focus, focus, \$2,000.00, Frontier Home Ranch & Hdwe, repair/maint, \$556.53, Galls, uniforms, \$149.00, Gilberto Martinez, repair/maint, \$770.00, Golden West Technologies, comp software/p-hlth exp, \$4,764.70, Grant Writing USA, school exp, \$455.00, Grimm's Pump, repair/maint, \$504.20, Hughes Law Office, election exp, \$425.00, Jill Sellers, mile/trvl, \$265.96, Jodi Brooks, wic, \$4.00, KASL, p-hlth exp, \$235.00, Kregel Towing & Recovery, abandoned vehicles, \$287.50, Lori Bickford, p-hlth exp, \$44.23, MasterCard, school exp/supp/miles/trvl, \$2,153.97, Max Masters, gis land records, \$1,900.00, MG Oil Company, oil/gas/lube, \$2,795.35, Mona L Wineteer, mile/trvl, \$182.03, Neela Beardsley, other employees, \$200.00, Newcastle fire Suppression, repair/maint, \$211.29, Newcastle Lodge & Convention Ctr, hmlnd sec exp, \$16.00, Newcastle Motors, veh maint/fuel, \$516.51, News Letter Journal, print/publ/supp, \$3,883.74, Occupational Research & Assessment, coroner exp, \$225.00, Office Ally, p-hlth exp, \$19.95, Osage Improvement & Svc Dist, coroner exp, \$300.00, Powder River Energy, util, \$1,098.83, Powder River Heating, repair/maint, \$352.37, Power Plan, repair/maint, \$35.07, Preventive Health & Safety Div, p-hlth exp, \$104.00, R&S Northeast, p-hlth exp, \$32.99, Rapid Delivery, post/freight, \$12.94, Relentless, officer equip, \$1,198.00, Roadrunner Disposal Service, util, \$60.00, Robin King Trucking, leased equip, \$4,887.50, RT Communications, comm, \$3,498.21, Servall Uniform, janitor supp, \$150.76, ShopKo, hmlnd sec exp/supp, \$360.62, SmileMakers, p-hlth exp, \$78.96, Susan K Overman, mile/trvl, \$265.96, Thomas L Bennett, coroner exp, \$2,000.00, Timberline Services, grvl/rd mtrl, \$60,355.56, Tina Conklin, mile/trvl, \$265.96, Top Office Products, supp/maint agrmnt, \$907.74, Upton Chamber of Commerce, chamber, \$425.00, Verizon Wireless, comm, \$343.49, Vicki Hayman, ext serv exp, \$30.52, Vila's Pharmacy, jail medical, \$123.96, WACO, mile/trvl, \$45.00, Wade Regan Trucking, leased equip, \$3,162.50, Wayne Erickson Family Dental, jail medical, \$126.00, WC Sheriff's Search & Rescue, srch/rscue, \$1,496.75, West End Water District, util, \$60.00, West Side Services, leased equip, \$8,625.00, WC 4-H Council, ext serv exp, \$855.82, WC Gazette, print/publ, \$1,047.40, WC Health Services, jail medical, \$1,645.25, WC Road & Bridge, veh maint/fuel, \$3,244.72, WC Sr Services, brd of prisoners, \$5,202.00, WC True Value, repair/maint, \$13.99, Woody's Food Center, brd of prisoners, \$330.50, WY Automotive, repair/maint, \$524.79, WY Co Treasurers Assoc, mile/trvl, \$25.00, WY Dept of Health, p-hlth exp, \$112.50, WY Law Enforcement Academy, school exp, \$165.00, WY Machinery, repair/maint, \$82.17, WY Network, financial admin, \$209.20, WY Technology Transfer Ctr, mile/trvl, \$65.00. Net Payroll, \$138,573.49.

With no further business, the meeting was adjourned at 12:28 p.m.

Tony Barton  
Chairman

Attest: Jill Sellers  
Weston County Clerk