

WESTON COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
November 20, 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, Marty Ertman, and Tracy Hunt, and Clerk Jill Sellers were present. Commissioner Ertman opened the meeting with prayer, and Commissioner Hunt led the Pledge of Allegiance. Commissioner Lambert joined the meeting at 10:45 a.m.

APPROVAL OF AGENDA

Commissioner Hunt moved to approve the agenda; seconded by Commissioner Ertman. Ayes: Hunt. Nays: Ertman. The Chairman voted aye. Carried.

APPROVAL OF CONSENT AGENDA

Commissioner Hunt moved to approve the consent agenda; seconded by Commissioner Ertman. Carried.

ADMINISTRATIVE REPORT

Courtroom Remodel Team of Clerk of District Court Gidget Macke, Administrative Assistant Brookelyn Weigel, and Maintenance Steve Price reported on their walk-through of the courtroom remodel project with architect Randy Hein. The project has been delayed by 30 days due to installation of doors. The revised finish date is now the end of December. District Court is tentatively scheduled to move into the newly renovated spaces starting January 7, 2019.

Clerk of District Court Gidget Macke is coordinating with Randy Hein on furnishings for the courtroom and office of district court. Mr. Hein has extended this courtesy, despite the fact that the Commissioners removed the furniture component from the original project. Clerk of District Court Macke and Mr. Price will determine what furniture is in storage that can be used in the remodeled space. Window blinds for the third floor also need to be ordered.

Ms. Weigel reported on the status of the courtroom remodel grants, as some may need to be resubmitted in order to maximize benefit. She is working with the SLIB office and will report again on December 4, 2018.

Change Order #3 in the amount of \$9,363.19 was presented for data outlets, metal coiling security doors, window sills, and floor leveling.

Another possible change order was discussed to install louvers and lights in cupola was discussed, which opened concerns about the status of the cupola. The leaks were temporarily fixed, for approximately 1-2 years, as it was not included in the roof replacement. A structural fix was not in the scope of the current courtroom remodel project. Mr. Price presented a quote to fix the edge around the cupola, but the cupola as a whole remains a difficulty and needs a long-term solution. Ms. Weigel will contact architect Randy Hein to ask about recommendations for review, bids, and repair.

Change orders to date, including Change Order #3 total \$56,580.99, leaving \$22,283.01 in contingency funds.

Reports from the insurance adjustor regarding the courthouse roof indicated concerns about the dates of the claim and details of damage. Regarding the library roof, a claim check in the amount of \$553.09 was received; replacement roof is estimated at \$56,000.00. It has served its lifetime, and will be considered for bid and replacement. ADI is appealing the claim to determine if the library roof is eligible for additional funds.

Maintenance was authorized to purchase a chemical closet to store chemicals and paint at an approximate cost of \$1,100.00.

The wood deck on the law enforcement building needs replacement due to dry rot. Two bids of \$5,390.00 and \$4,500.00 were received, to remove and rebuild with a treated lumber deck. Commissioner Hunt moved to approve the bid from GMA Construction in the amount of \$4,500.00 to remove and rebuild the deck at the law enforcement building; seconded by Commissioner Ertman. Carried.

TREASURER'S REPORT

Treasurer Susie Overman reported on her recent grant class and recommended that all Commissioners attend in April. The grant class is also available to Commissioners through Weston County Commissioners Association. Brooke Weigel, Mona Wineteer, and Susie Overman are currently certified.

Treasurer Overman reported on her idea of establishing a satellite office in Upton. The Commissioners asked about security concerns, equipment, and other overhead requirements, and agreed to discuss the idea further.

OLD BUSINESS

The new property insurance policy requires itemized schedules of all property. Each department is tasked to work with Karen Ackerman of ADI to provide a detailed inventory. The policy has been in effect since September 15, 2018, and leaves concern of current coverage while the inventories are being documented.

Lucille Dumbrill, President of the Historic Preservation Board, presented their annual report for signature. Commissioner Hunt moved to authorize the Chairman's signature on the Historic Preservation Board FY2018 report; seconded by Commissioner Ertman. Carried. Ms. Dumbrill also reported on a grant application to survey a petroglyph site on Oil Creek Road. Commissioner Ertman moved to authorize the Chairman's signature on the CLG petroglyph survey and report grant; seconded by Commissioner Hunt. Carried.

NEW BUSINESS

Commissioner Ertman moved to hold a Budget Amendment Hearing on December 4, 2018 at 11:00 a.m.; seconded by Commissioner Hunt. Carried.

Commissioner Hunt moved to approve Tax Roll Correction #1249; seconded by Commissioner Ertman. Carried.

Commissioner Ertman moved to authorize the Chairman's signature on the Homeland Security Local Emergency Planning Committee Grant in the amount of \$5,875.00; seconded by Vice Chairman Lambert. Carried.

Vice Chairman Lambert moved to authorize the Chairman's signature on the Wyoming Department of Health contract amendment; seconded by Commissioner Ertman. Carried.

Commissioner Hunt moved to pay FY2019 dues for Black Hills Regional Multiple Use Coalition in the amount of \$100.00; seconded by Commissioner Ertman. Carried.

Oaths of Office are scheduled for Monday, January 7, 2019 @ 10:00 a.m. in the newly remodeled courtroom, as that is the first availability with Judge Deegan to conduct the oaths

The Predator Management meeting is scheduled for December 3, 2018 at 6:30 p.m. in Upton.

COUNTY ROADS

Joe Icenogle and Rob Balsam of WAVE; and Brian Newberry of Vermilion Energy appeared to discuss their energy projects in Weston County. Discussion included the possibility of weight and speed restrictions and road use agreements. WAVE offered to add rules to their standard operating procedures with routes, restrictions, and projected dates of traffic volume.

Each company representative agreed to discuss optional routes with Road & Bridge Superintendent Rick Williams, in order to better manage traffic and mitigate road damage. Following coordination with Road & Bridge, road agreements will be drafted for consideration. Ms. Weigel is also drafting road use agreements for some of the smaller companies operating in Weston.

ROAD & BRIDGE

Attorney Curley reported on a meeting with Bentonite Performance Minerals (BPM), which would like to utilize Cheyenne River Road for their operations. Superintendent Williams recommended utilizing a route that would avoid two county bridges, vacating that section, and allowing BPM to use Cheyenne River Road. BPM offered to enter into a road use and maintenance agreement with Weston County.

The ONEOK road use and fire safety agreement was reviewed by Attorney Curley and ONEOK attorneys and recommended for signature. Vice Chairman Lambert moved to authorize the Chairman's signature on the revised agreement with ONEOK Pipeline; Chairman Barton vacated the Chair to second the motion. Ayes: Lambert, Barton, Hunt. Nays: Ertman. Carried.

ATTORNEY

Attorney William Curley introduced Ms. Saige Smith, who will be installed as the Deputy County Attorney in January 2019 under County Attorney Elect Alex Berger. She will be temporarily located in the Administrator's Office in the Annex. Attorney Curley has sworn in Ms. Smith, so she can begin to review case files prior to taking office. She will be unpaid until January.

BIG HORN IMAGING

Jeff Campbell of Big Horn Imaging presented the online phase of the vault project. He demonstrated the website and online access to the Weston County records, current and future search capabilities. Vice Chairman Lambert moved to approve the software service agreement with Big Horn Imaging; seconded by Commissioner Hunt. Ayes: Lambert, Hunt, Barton. Nays: Ertman. Carried.

PUBLIC COMMENT

None.

With no further business, the meeting was adjourned at 2:37 p.m.

Tony Barton
Chairman

Attest: Jill Sellers
Weston County Clerk