

WESTON COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
April 2, 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. Commissioners Tony Barton, Marty Ertman, Tracy Hunt, Ed Wagoner, and Nathan Todd, Attorney Alex Berger and Clerk Becky Hadlock were present. Commissioner Wagoner led the Pledge of Allegiance.

APPROVAL OF AGENDA

Vice-Chairman Ertman asked to have Road and Bridge Budget added and Commissioner Wagoner asked to have Social Media/Office Etiquette added, both under New Business. Commissioner Wagoner moved to approve the agenda as discussed; seconded by Commissioner Todd. Ayes: Barton, Hunt, Wagoner, Todd. Nays: Ertman. Carried.

APPROVAL OF CONSENT AGENDA

Vice-Chairman Ertman moved to approve the consent agenda, which includes the vouchers, payroll, collections for March 2019, the Treasurer's Report and the minutes of March 19, 2019; seconded by Commissioner Wagoner. During discussion Commissioner Hunt asked that the minutes be pulled for discussion. Carried.

TAX ROLL CORRECTIONS

Vice-Chairman Ertman moved to approve tax roll corrections #1278, #1279 and #1280; seconded by Commissioner Todd. Carried.

BUDGET AMENDMENT HEARING

At 10:00 a.m., a budget amendment hearing was opened to move funds from the General Misc. Financial Admin. Account in the amount of \$3,000 in to the Commissioner Mile/Trvl/Conventions Account. Chairman Barton asked for public comment three times. Hearing none, Chairman Barton closed the budget amendment hearing. Commissioner Wagoner moved to approve the Budget Amendment; seconded by Vice-Chairman Ertman. During discussion Vice-Chairman Ertman wondered why the amendment was taking place. Commissioner Todd explained this was for upcoming Commissioner Meetings. Carried.

OPENING OF AUDIT RFP PACKETS

The Board received three Request for Proposal for the County's Audit services. The proposals submitted were from Debra Raugutt, LLC in the amount of \$46,000/plus travel and other out-of-pocket costs; Carver Florek & James, LLC in the amount of \$54,850; and Leo Riley & Co. in the amount of \$31,000. Vice-Chairman Ertman moved to accept the three year agreement from Leo Riley & Co. in the amount of \$31,000 as our auditor beginning in the fiscal year 2020; seconded by Commissioner Todd. During discussion Vice-Chairman Ertman stated she chose this company because of the price and it helps to know they also work with Crook County which is similar to Weston County, they also do the school district, so they already know the town and the County. Carried.

CANYON IMPROVEMENT & SERVICE DISTRICT

Bill Lunney came before the Board to discuss changing the wording on the contract user's agreement for the Canyon Improvement and Service District. Mr. Lunney is asking for a letter of support from the Board to remove the words **and extend to the property line** from their current agreement.

Commissioner Hunt wants to know how the Commissioner's letter will support this. Mr. Lunney stated he was told by the Rural Utilities Services to start with the Board. Vice-Chairman Ertman stated Weston County doesn't have zoning and therefore doesn't have the authority to make this change. Attorney Berger will draft a letter for the Board to view at the next meeting. Vice-Chairman Ertman moved to table the discussion until the next meeting; seconded by Chairman Barton. Carried.

BLUE CROSS BLUE SHIELD (BCBS)

Dorothy Kouba, Cindy Stephenson and Mona Wineteer visited with the Board about the increase in the County's insurance. Ms. Kouba asked if the Board had any questions about the increase or the different benefits and deductibles that they needed to choose from. Ms. Kouba explained that the current plan is the \$1,000 deductible for employees with a \$35 office co-pay. Ms. Wineteer stated that a decision didn't need to be made today, but Ms. Kouba & Ms. Stephenson were here to answer their questions. Vice-Chairman Ertman moved to table the decision until the next meeting with at least an hour set aside; seconded by Commissioner Wagoner. Carried.

VETERAN'S MEMORIAL

Duke Ottema came before the Board to discuss the possibility of building a Veteran's Memorial in Newcastle. Mr. Ottema has visited with the City, the State as well as Tom Streeter, who suggested he contact the Board. The VFW has also had a meeting about this and in the process of looking for property for the memorial. Mr. Ottema received great support from the Board and would like them to contact him with any ideas they might have regarding the memorial.

EXECUTIVE SESSION

Commissioner Wagoner moved to go into Executive Session per W.S. 16-4-405(a)(vii); seconded by Commissioner Hunt. Carried. Executive Session began at 11:39 p.m.; regular meeting reconvened at 11:50 p.m.

Vice-Chairman Ertman moved to have Commissioner Wagoner and Attorney Berger discuss with Justin Tystad the lot that's for sale; seconded by Chairman Barton. Ayes: Barton, Ertman, Hunt and Wagoner. Nays: Todd. Carried.

PUBLIC COMMENT

Ted Ertman spoke about County Roads.

OLD BUSINESS

MINUTES

Chairman Barton moved to amend the January 15 minutes under old business, the last paragraph, he would like to strike out publication in *News Letter Journal* and put a period after Golden West; seconded by Commissioner Todd. Ayes: Barton, Hunt, Wagoner and Todd. Nays: Ertman. Carried.

Vice-Chairman Ertman moved to approve the minutes from March 19, 2019; seconded by Commissioner Todd. During discussing Commissioner Wagoner asked Clerk Hadlock why there was not more detail under public comment. Clerk Hadlock had visited with the Chairman about this and this was his suggestion. Commissioner Wagoner asked to have more detail added to the minutes about inaccuracy, two different copies and proper notice for the budget hearing. Chairman Barton explained the budget hearing was his fault. Vice-Chairman Ertman didn't like the comment of the two sets of minutes being inaccurate, they are both accurate and that the Board has had two sets of minutes for a long time and

doesn't understand why now it's a problem. Commissioner Hunt asked Attorney Berger if he had found out about the discrepancy with the publication dates. Attorney Berger explained that Clerk Hadlock has twelve working days to get the minutes to the newspaper. Lisa LeVasseur, editor for the *Weston County Gazette* was on hand to let the Board know that the minutes were never unofficial until the *News Letter Journal* received the bid six years ago. Prior to that they were never unofficial and the Board approved the published set. Commissioner Hunt found that the change to the publication deadline was done in 2007. Chairman Barton believes there is a lot in the minutes that doesn't need to be and he doesn't feel the minutes are accurate. Chairman Barton wanted the minutes to have a motion, a second, if there was a split vote, division of the house and a little bit of the discussion and he wants to approve them before they go to the paper. Clerk Hadlock has had several comments that people refer back to the minutes to see what is in them and things haven't been in it in the past, so as far as putting a motion, second and if it was carried, you can't just put that. Clerk Hadlock feels the public deserves to know what's going on in the meetings. Vice-Chairman Ertman believes they are the Clerk's minutes and the Clerk is an outside observer of the meeting and has a different style than the Board. Vice-Chairman Ertman questioned if it was a matter of \$50, \$10, \$25 or does the Board look into having someone sponsor the page. Commissioner Todd stated that he agrees the minutes can be shortened but if the Board wants to change them, it needs to be done in a public meeting without losing the spirit of the conversation and if it takes an extra \$50 to not lose that, then that's ok. Ayes: Ertman and Todd. Nays: Barton, Hunt and Wagoner. Failed. Commissioner Hunt moved to redraft the minutes and bring them back to the next meeting; seconded by Commissioner Todd. Ayes: Hunt. Nays: Barton, Ertman, Wagoner and Todd. Failed. Chairman Barton moved to approve the minutes; seconded by Vice-Chairman Ertman. During discussion Commissioner Wagoner would like them to be approved with no changes or corrections. Carried.

NEW BUSINESS

PROCLAMATION REQUEST – SARCOIDOSIS AWARENESS MONTH

Treasurer Susie Overman gave a brief description to the Board on what Sarcoidosis was. Clerk Hadlock explained that Ronnie Salyer, Wyoming Patient Ambassador of the Foundation for Sarcoidosis Research, sent a letter to the Board requesting for a proclamation to make April Sarcoidosis Awareness Month in Weston County. Commissioner Hunt stated we would be following the Federal Government as they have already done this. Vice-Chairman Ertman moved to authorize the Chairman's signature on the Proclamation; seconded by Commissioner Wagoner. Carried.

COUNTY ATTORNEY

Attorney Berger reported that he has contacted both Focus and the Public Defender about the possibility of moving into the Annex building and this will mean all offices will be filled. Attorney Berger would like this to happen as these offices are all affiliated in some way. Attorney Berger had a map of the Annex and explained where there would need to be a couple of partitions put up and then curtains purchased for the offices for privacy. Attorney Berger asked that decisions be made on this by June. Vice-Chairman Ertman moved to have Attorney Berger explore for potential renters and reconfiguration of the offices in the Annex building; seconded by Commissioner Hunt. Carried.

TASK ORDER NO. 1 FOR AIRPORT

Treasurer Overman reported that there is a 4% match on this grant, 2% from the City and 2% from the County. Vice-Chairman moved to authorize the Chairman's signature on Task Order No. 1 for Master Agreement between Owner, City of Newcastle/Weston County and the Engineer, Morrison-Maierle, Inc.; seconded by Commissioner Wagoner. During discussion Commissioner Todd asked for explanation

of the Grant. Treasurer Overman explained that the money was already there and that the County pays the 4% and then bills the City for their 2%.

INVOICE FROM STRUCTURAL DYNAMICS FOR ASSESSMENT OF SHERIFF'S OFFICE RAMP

Commissioner Hunt moved to prepay invoice #190045 to Structural Dynamics, LLC; seconded by Vice-Chairman Ertman. Carried.

4-H/YOUTH DEVELOPMENT EDUCATOR-MALLO UPDATE

Brittany Hamilton, 4-H Youth Development Educator, gave an update that she was still working on getting 4-H Camp back at Mallo. After looking over their budget, Ms. Hamilton has come up with an offer to take to the Mallo Board when she attends their meeting on April 10th. Ms. Hamilton invited the Board to attend the meeting for support. Vice-Chairman Ertman suggested Ms. Hamilton gives the Mallo Board a heads up that she will be attending the meeting and why.

ROAD AND BRIDGE BUDGET

Vice-Chairman Ertman reported on the flooding in the County. Vice-Chairman Ertman moved to have a Budget Amendment hearing to increase funds in the Rd Const Co Rd Fund Account in the amount of \$500,000 for County Road Repair on April 16th @ 10:00 a.m.; seconded by Commissioner Wagoner. Carried. Vice-Chairman Ertman would like to have Superintendent Rick Williams attend the next meeting and give an update on the Lynch and Upton-Fairview Bridges.

SOCIAL MEDIA/OFFICE ETIQUETTE

Commissioner Wagoner reported he had been contacted about a video of someone sucking helium that had been posted on social media mid-morning. Clerk Hadlock advised the Board that she had already addressed this. Chairman Barton wondered if there was something in the Handbook about social media and Vice-Chairman Ertman advised that if there was, it would be up to the Department Head to address any issues.

PUBLIC COMMENT

None.

VOUCHERS

066 NCPERS, financial admin, \$240.00, AFLAC, payroll ded, \$1,997.50, Blue Cross Blue Shield, financial admin, \$55,718.60, Great West Trust Co, payroll ded, \$2,515.00, VSP Vision Care, financial admin, \$582.15, WEBT, financial admin, \$179.45, WC Clerk, financial admin, \$44,621.28, WC Treasurer, financial admin, \$20.00, WY Child Support, payroll ded, \$550.00, WY Dept of Workforce Services, financial admin, \$2,816.48, WY Retirement System, financial admin, \$32,232.88, TC Custom Woodworking, maj rep, \$2,393.28, Pitney Bowes Global Financial, misc, \$650.07, AD Pro, sup, \$362.24, Advanced Communications, sup, \$830.00, Alpha Communications, tower rent, \$55.00, AT&T Mobility, comm, \$1,312.97, Berger Law, travel/miles, \$626.98, BH Chemical & Janitorial, brd of prisoners, \$333.32, BH Energy, util, \$4,806.64, BH Plumbing, repair/maint, \$417.50, Brittany Hamilton, ed/travel, \$240.12, Byrand Streeter, contract wage/sup/repair, \$1,283.60, Cambria Car Wash, main/fuel, \$200.00, Cambria Supply, repair/maint, \$445.09, Carmen Simon, post/freight, \$12.38, Casper Star Tribune, print/pub, \$407.82, CDW Government, off equip, \$542.57, City of Newcastle, util/circ crt/dispatch/pub def, \$5,535.54, Clerk of District Crt, sup, \$784.81, Collins Communication, brd of prisoners/equip, \$3,865.47, Communication Technologies, equip, \$261.57, Comtronix, misc, \$87.00, Culligan Water Conditioning, misc, \$41.00, Decker's Market, sup, \$174.70, Dixon Bros, post, \$180.54, Double D, repair/maint, \$403.90, Farnsworth Services, leased equip, \$127.50, Finkey Law, spec attny, \$176.00, Frontier Home Ranch & Hardware,

repair/maint, \$365.98, Genpro Energy Solution, brd of prisoners, \$1,731.48, Golden West Technologies, comp software, \$6,705.26, Hansen Equipment, repair/maint, \$282.95, Hillyard/Sioux Falls, sup, \$248.75, Hurricane Services 21, sup, \$8,045.50, Inland Truck Parts, repair/maint, \$621.94, Jub Jub, financial admin, \$39.20, Kelly Cummings, coroner exp, \$50.00, Kreislers, proj wic, \$106.86, Local Govt Liability Pool, misc insurance, \$23,987.00, Lori Bickford, sup/post, \$299.79, Marina Cullum, coroner exp, \$50.00, Mastercard, maj repairs, \$25.09, Max Master's, gis land record, \$1,900.00, Minuteman Lube Center, maint/fuel, travl, \$109.98, Moore Medical, p-hlth, \$89.08, Nada Used Car Guide, comp software, \$950.00, Newcastle Ambulance Service, ambulance, \$1,250.00, Newcastle Fire Suppression, misc, \$77.79, News Letter Journal, print/sup/proj wic/office expense, \$428.97, Occupational Research & Assessment, coroner fees, \$225.00, Osage Improvement & Service District, coroner rent, \$300.00, Powder River Energy, util, \$1,707.08, Power Plan OIB, repair/maint, \$845.58, Preventive Health & Safety Division, p-hlth exp, \$14.00, Rick's Electric, maint, \$120.00, Ringer Law, spec attny, \$4,358.04, Roadrunner Disposal Service, util, \$60.00, RT Communication, com/repair, \$3,282.04, Servall Uniform/Linen, janitor sup, \$108.16, ShopKo, janitor sup, \$108.90, Summit Plumbing & Heating, repair/maint, \$141.42, Texas Refinery, repair/maint, \$754.40, Thomas L Bennett, coroner, \$2,000.00, Top Office Products, sup/proj wic/misc, \$1,635.22, Upton Co-op Assn, oil/gas/lube, \$35,690.44, Urbin Law Office, spec attny, \$177.25, UW-Admin Business Office, ext serv exp, \$5,023.50, Verizon Wireless, comm/p-hlth/exp, \$251.62, Vicki Hayman, ext serv exp, \$184.60, Vilas Pharmacy, jail medical, \$144.94, Voelkers Autobody, veh/main/fuel, \$460.00, WC Sheriff's Search & Rescue, srch & rscue, \$144.00, WCTA, mile/trvl, \$90.00, West End Water District, util, \$60.00, Western State Fire Prot, maj rep, \$1,372.00, WC 4-H Council, sup/trng, \$136.77, WC Gazette, print/pub, \$1,413.01, WC Library, block alloc, \$22,890.24, WC Road & Bridge, veh maint/fuel/mile, \$2,129.29, WC Sheriff's Office, post/freight, \$47.73, WC SR Services, brd of prisoners, \$3,374.00, WC True Value, repair/maint, \$250.91, Weston Engineering, engineer srvs, \$2,000.00, Woody's Food Center, brd of prisoners, \$452.29, WY Assoc of Sheriff's & Chief's, school/miles, \$370.00, WY Automotive, repair/maint, \$218.31, WY Coroners Assoc, slry, \$175.00, WY Dept of Health, p-hlth, exp, \$243.90, WY Machinery, repair/maint, \$1,480.02, WY Network, financial admin, \$270.00, Net Payroll, \$151,205.72.

With no further business, the meeting was adjourned at 3:12 p.m.

Tony Barton
Chairman

Attest: Becky Hadlock
Weston County Clerk