

**Official Minutes  
January 5, 2016**

The Weston County Commissioners convened at 9:00 a.m., Chairman Bill Lambert presiding. Present were Commissioners: Marty Ertman, Randy Rossman, Tony Barton, Tracy Hunt, Administrative Assistant Dan Blakeman and County Clerk Cheryl Kregel.

**Good of the Order**

Commissioner Rossman gave the invocation and Commissioner Barton led in the Pledge of Allegiance.

**Elect Commissioner Chairman and Vice Chairman**

Chairman Lambert opened the nominations for Chairman. Commissioner Barton nominated Bill Lambert, Commissioner Rossman seconded. Carried. Chairman Lambert opened the nominations for Vice Chairman. Commissioner Hunt nominated Commissioner Barton and Commissioner Rossman nominated Commissioner Ertman. Chairman Lambert called for the vote with Commissioner Hunt voting for Commissioner Barton and Commissioners Barton, Rossman and Lambert voted for Commissioner Ertman. Commissioner Ertman was elected. Carried.

**Approval of Agenda**

Commissioner Rossman moved and Commissioner Barton seconded, to approve the agenda with Chairman Lambert adding a letter from Black Hills Bentonite, LLC and the discussion about the use of the 1998 Chevy pickup that is available to New Business at 1:30 p.m. Carried.

**Consent Agenda**

Commissioner Barton moved and Commissioner Rossman seconded to approve the Consent Agenda items including the minutes from December 15, 2015, AP & Payroll Reports, District Court Receipts of \$1,125.26 and the County Clerk Receipts of \$11,060.25. Carried.

**Road and Bridge Update**

Rick Williams, Supervisor of Road and Bridge updated the Commissioners on various projects and mentioned the heating system in the county shop will need some major repairs.

**Public Hearing of Budget Amendment**

The hour being 10:00 a.m., Chairman Lambert opened the hearing for the budget amendment. Chairman Lambert called three times for public comment. There being no public comment, the public hearing portion of the budget amendment hearing was closed. Commissioner Rossman moved, Commissioner Ertman seconded to approve the budget amendment increasing the general fund portion of the FY 2016 budget by \$15,289.49 because of unanticipated grant amendment from the Homeland Security Weston County Allocation monies to expenditure account 515.10.87.0104000.0515. Carried.

**Discussion Items**

Commissioner Rossman gave an update on the continued progress of the Weston County Event Center.

**Legal Newspaper**

The designation of the county's newspaper for the year 2016 was discussed. Commissioner Barton moved and Commissioner Ertman seconded to designate the Weston County Gazette as the official newspaper for the County of Weston for the calendar year 2016. Specific set of minutes were given to each newspaper and were asked to submit a cost per column inch and to include a total cost of publishing the set of minutes. Quotes were received from the Weston County Gazette in the amount of \$5.25 per column inch with a total cost to publish the same minutes at \$273.00 and from the News Letter Journal in the amount of \$11.00 per column inch with a total cost to publish the same minutes at \$879.00. Discussion was heard from Commissioners and both editors of the two newspapers. Commissioner Hunt asked to take a break before voting.

The meeting recessed at 11:04 a.m. and resumed at 11:11 a.m.

### **Legal Newspaper**

Commissioner Barton called for the question with discussion being heard. Votes were as follows: Yea: Commissioners: Barton, Hunt and Ertman. Nay: Commissioner Rossman. Motion carried.

### **Contract Engineer**

Jerry Hunt, Contract Engineer for Weston County updated the Commissioners on the specs for the HVAC system for the Courthouse, the Emergency Operation Center (EOC) building and the Road and Bridge shop floor have been submitted and Dan Blakeman will review the documents.

### **County Attorney**

William Curley, County Attorney, updated the Commissioners on the possible trial that will be taking place in Weston County, with the possibility of adding a line item to the county budget to cover the costs of a trial. Also, the Pinnacle Bank building has been purchased from line item 100.00.20.0206000.0000, General Misc Co Bldg/Equip for \$225,174.00 as of December 29, 2015. Lucille Dumbrill, of the Weston County Historic Preservation Board for the Chairman to sign which will be added to the agenda under New Business.

### **Visitor Comments**

Chairman Lambert opened the floor to public comments. None were heard at this time.

The meeting recessed at 11:56 a.m. for lunch and resumed at 1:00 p.m.

### **Vouchers**

Commissioner Rossman moved and Commissioner Ertman seconded to approve the vouchers with the exception of warrant #59950 for Wiss Janney Elstner Associates for \$2,638.02. Carried.

### **Administrative Assistant Update**

Dan Blakeman, Administrative Assistant, asked the Chairman to sign recommendation letter for the Fire Alarm System. Commissioner Rossman moved and Commissioner Barton seconded to allow the purchase of a 6 foot snow broom for the bobcat for \$5,500.00 from line item 100.00.20.0051000.0000, Gen. Misc New Equip. Carried. Also, Dan mentioned the breakfast on Wednesday to meet Gregory Cowen, Natural Resource Staff Attorney of the WCCA. Commissioner Barton presented a draft of a Request Bid proposal for the Weston County Youth Exhibit Building. Commissioner Rossman moved and Commissioner Barton seconded to prepay Timberline Services for \$25,712.97. Carried. The Grant & Policy Handbook was discussed. A small committee will be formed and a workshop will be set up. County Clerk Kregel will be contacting Collins Communications of Gillette for information on a phone system update for the courthouse.

### **New Business**

A letter from Black Hills Bentonite, LLC was presented to the Commissioners for their review. Dan Blakeman will be drafting a letter requesting further information and will invite a representative to attend the next meeting. Commissioner Barton moved to authorize the signature of Chairman Lambert for the State Historic Preservation Board and the Weston County Preservation Board for Phase 1 and Phase 2 for the Courthouse and Commissioner Rossman seconded. Carried. Also, the 1998 Chevy pickup will replace the pickup currently at the Fairgrounds.

### **Board Appointments**

Commissioner Barton moved and Commissioner Rossman seconded to reappoint Cynthia Crabtree to a four year term for the Central Weston County Solid Waste Disposal District, Lucille Dumbrill to a three year term for the Weston County Historic Preservation Board and Betty Jean Lewis to a four year term for the Mallo Camp Board. Carried. Advertising on the website will continue as well as one more time in the two papers.

### **Board Training Update**

County Clerk Kregel reminded the Commissioners on the workshop for Board Training on January 28, 2016 from 1:00 p.m. to 5:00 p.m. with Michelle Pierce of the UW Cooperative Extension Service.

### **Voucher Payment**

Commissioner Barton moved and Commissioner Rossman seconded to approve the payment of voucher #59950 for \$2,638.02 to Wiss Janney Elstner Associates. Carried.

### **Discussion Items**

Commissioner Ertman would like to discuss at the next meeting Calendar Days off and set up a meeting for Upton for the upcoming year. This will be in the New Business on January 19, 2016.

### **Visitor Comment**

Chairman Lambert opened the floor to public comment. None were heard at this time.

### **Voucher are as follows:**

066 NCPERS, financial admin, \$272.00, AFLAC, payroll ded, \$2,137.47, Blue Cross Blue Shield, financial admin, \$61,744.35, Office of Child Support, payroll ded, \$175.00, Orchard Trust, payroll ded, \$1,615.00, WEBT, financial admin, \$192.00, WC Clerk, financial admin, \$52,133.59, WC Treasurer, financial admin, \$20.00, WY Child Support, payroll ded, \$1,175.00, WY Dept of Workforce Services, financial admin, \$2,386.21, WY Retirement System, financial admin, \$33,278.57, WY Retirement System, financial admin, \$1,321.39, Hermes Consolidated, oil/gas, \$15,042.94, WY Dept of Transportation, grvl/rd mtrl, \$2,886.43, Mondell Airport, airport runway, \$2,300.00, Century Companies, airport runway, \$178,561.74, WC Clerk, financial admin, \$4,305.96, Hermes Consolidated, oil/gas, \$12,182.74, First State Bank, purchase bldg, \$225,174.00, Ad Pro, supp, \$1,293.03, Airsoft Holding, supp, \$864.50, Alpha Communications, tower rent, \$55.00, American Solutions for Business, supp, \$116.73, AT&T Mobility, comm, \$1,443.41, Bill Lambert, mile/trvl, \$69.00, BH Auto Salvage, financial admin, \$135.20, BH Chemical & Janitorial, brd of prisoners, \$753.06, BH Plumbing, maj repairs, \$1,944.00, BH Power, util, \$3,021.16, Bullseye Promotions, supp, \$624.95, Byrand Streeter, contract wages, \$1,158.75, C&J Newcastle Hardware, repair/maint/misc, \$752.46, Cambria Supply, repair/maint, \$476.45, CDW Government, p-hlth exp, \$1,262.44, Charm-Tex, brd of prisoners, \$479.70, Chemical Testing Program, brd of prisoners, \$241.50, City of Newcastle, util/dispatch/pub def/p-hlth exp, \$5,065.63, CLT Flooring, financial admin, \$1,482.00, Collins Communications, new equip, \$400.00, Comtronix, misc, \$162.00, Creative Culture Insignia, uniforms, \$556.25, Culligan Water Conditioning, misc, \$34.50, Cynthia Crabtree, school exp, \$44.00, Dan Blakeman, veh maint, \$270.25, Decker's Market, janitor supp, \$32.58, Defensive Edge Training, school exp, \$630.00, Dixon Bros, oil/gas, \$328.41, DRE, brd of prisoners, \$4,049.00, ESP-Wyoming, ext serv exp, \$90.00, ESRI, comm, \$250.00, Family Dollar, supp, \$50.50, Fastenal, repair/maint, \$40.30, First State Bank, misc, \$25.00, Fisher Sand & Gravel, grvl/rd mtrl, \$4,679.58, Frontier Home Ranch & Hardware, repair/maint, \$883.76, Gateway Auto Supply, veh maint/fuel, \$241.95, Godfrey's Brake Service, repair/maint, \$108.95, Golden West Technologies, hmlnd sec/comp software/p-hlth exp, \$8,897.65, Great Western Tire, repair/maint, \$3,596.56, Grimm's Pump & Industrial Supply, oil/gas, \$1,026.72, Homestead Works Electrical, equip upgrade, \$446.00, John's Electric, repair/maint, \$849.45, KASL, p-hlth exp, \$684.00, Kelly Philipsen, coroner exp, \$200.00, Lenzes Printing &

Laminating, maj repairs, \$171.00, Lori Bickford, p-hlth exp, \$133.94, Lynda R. Black, trvl, \$88.56, MasterCard, veh maint/fuel, \$175.28, Matco Tools, sm tools, \$261.00, Max Masters, gis land records, \$1,900.00, MG Oil Company, oil/gas, \$1,882.82, Michelle Sweet, p-hlth exp, \$342.00, Motor Power Equipment, repair/maint, \$219.54, Nada Appraisal Guides, misc, \$186.00, Neve's Uniforms, uniforms, \$81.90, Newcastle Ambulance Service, amblnc/jail medical, \$2,023.33, News Letter Journal, p-hlth exp, \$217.50, Noble Medical, brd of prisoners, \$129.31, Northern WY Mental Health, mntl hlth, \$2,500.00, Occupational Research & Assessment, coroner exp, \$150.00, Office Ally, p-hlth exp, \$19.95, Osage Improvement & Service Dist, coroner exp, \$300.00, Outlaw Motors, supp, \$20.00, Plainsman, supp, \$8,978.94, Postmaster c/o P-Hlth, p-hlth exp, \$232.00, Powder River Energy Corp, util, \$1,002.70, Power Plan OIB, repair/maint, \$3,463.93, Preventive Health & Safety Division, p-hlth exp, \$135.00, Randy Rossman, mile/trvl, \$27.60, RDJ Specialties, hmlnd sec exp, \$273.44, Renegade Paint & Pipes, repair/maint, \$116.00, Ringer Law, special attny, \$30.00, Roadrunner Disposal Service, util, \$60.00, RT Communications, comm, \$2,273.56, Servall Uniform, janitor supp, \$310.77, ShopKo, janitor supp, \$153.79, Shreds, misc, \$257.75, Sofia Baeza, janitor, \$2,750.00, Source Gas, util, \$1,522.97, Stan Houston Equipment, leased equip, \$1,500.00, Stine Electronics, coroner exp, \$13.05, Thomas L. Bennett, MD, coroner exp, \$2,500.00, Timberline Services, grvl/rd mtrl, \$24,747.87, Tony Barton, mile/trvl, \$69.00, Top Office Products, new equip/supp/p-hlth exp, \$2,464.25, Town of Upton, landfill/comm ctr, \$2,875.00, Ultra Max, equip/ammo, \$90.60, Upton Ambulance, amblnc, \$4,375.00, Urbin Law Office, special attny, \$74.00, Verizon Wireless, p-hlth exp, \$182.29, VISA, mile/trvl, \$1,244.02, Voelker's Autobody, veh maint/fuel, \$57.50, WD Larson Co, repair/maint, \$682.40, Wesco Gas, util, \$793.10, West End Water District, util, \$60.00, West Payment Center, law library, \$332.33, Weston County, insurance, \$828.00, WC Library, financial admin, \$5,944.15, WC Road & Bridge, veh maint/fuel, \$2,597.44, WC Sr Services, brd of prisoners, \$2,794.00, Weston Engineering, engineer, \$1,000.00, Whirlwind Services, maj repairs, \$591.50, Wireless Advanced Communications, veh maint/fuel, \$1,729.62, Wiss Janney Elstner Assoc, maj repairs, \$2,638.02, Woody's Food Center, brd of prisoners, \$255.20, WY Automotive, repair/maint, \$262.14, WY Clerk of Dist Crt Assoc, fees/trans, \$125.00, WY Dept of Health, p-hlth exp, \$318.00, WY DEQ Admin, tank maint, \$400.00, WY Machinery, leased equip, \$6,869.10, WY Network, financial admin, \$200.00. Net Payroll, \$185,424.57.

There being no further business to come before the Commissioners, the meeting adjourned at 2:23 p.m.

Attest: County Clerk  
Cheryl Kregel

Bill Lambert  
Chairman

