

**Official Minutes  
February 2, 2016**

The Weston County Board of Commissioners convened at 9:00 a.m., Chairman Bill Lambert presiding. Present were Commissioners: Tony Barton, Marty Ertman, Tracy Hunt, Randy Rossman, 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.

**Approval of Agenda**

Commissioner Barton moved and Commissioner Rossman seconded to add three items to New Business: Predatory Animal Board Appointment, discussion on the Weston County Fairgrounds and their new fees and discussion on a Mission Statement for the Commissioners. Carried.

**Budget Hearing Amendment**

The hour being 10:00 a.m., Chairman Lambert opened the hearing for the budget amendment. Chairman Lambert called three times for public comments. There being no public comments, the public hearing portion of the budget amendment hearing was closed. Commissioner Rossman moved and Commissioner Hunt seconded to approve the budget amendment to increase the General Fund portion of the budget by \$32,739.24 because of unanticipated grant amendment from the Federal Aviation & Administration (FAA), for the Mondell Airport Improvement Project Masterplan Airport Runway Extension 2012 and allocate monies to expenditure account 300.00.40.0255000.0000. Also, to increase the budget by \$37,369.00 for a grant awarded from the U.S. Department of Homeland Security (DHS) Federal Emergency Management Agency (FEMA), Grant Programs Directorate, State Homeland Security Program (SHSP) Grant Fiscal Year 2015 to expenditure account 515.10.87.0104000.0517. Carried.

The meeting recessed at 10:04 a.m. and resumed at 10:10 a.m.

**Approval of Consent Agenda**

Commissioner Barton moved and Commissioner Rossman seconded to approve the consent agenda including the AP vouchers and Payroll report, District Courts monthly statement \$1,652.97 and the County Clerks monthly statement \$9,910.00, the Chairman's signature on Resolution 16-01 Upton Meeting on July 19, 2016 and for the State Hazard Mitigation for Homeland Security, minus Voucher #59993 and the minutes from January 19, 2016. Carried.

Commissioner Barton moved and Commissioner Ertman seconded to approve the minutes for January 19, 2016 with the following changes in the Set Budget Hearing adding the words "to hold a budget hearing to increase", in New Business change January 1, 2017 to January 2, 2017 also add IRS Mileage Rate that went into effect starting January 1, 2016". Carried.

**New Business**

Commissioner Rossman moved and Commissioner Ertman seconded the reappointment of Joseph Cummings to the Central Weston County Solid Waste Disposal District Board for 2016-2020. Carried. Weston County Predatory Animal Control Board has one applicant which the Commissioners will run by County Attorney William Curley and visit with the Predatory Board. This decision will be made at the next meeting. Commissioner Rossman moved and Commissioner Ertman seconded to accept the resignation of Mike Davis from the Weston County Weed and Pest Board. Mr. Davis will be receiving a Thank You letter for his service to board. Carried.

Commissioner Rossman moved and Commissioner Ertman seconded to approve to renewal dues of \$100.00 for the Black Hills Regional Multiple Use Coalition. Carried.

Commissioner Rossman brought up the new fees being charged by the Weston County Fair Board. Discussion was heard and the Commissioners will be in touch with the WC Fair Board to invite them to a

meeting. Discussion was also heard on creating a Mission Statement for the County Commissioners which was an idea brought up at the recent Board Training.

### **Old Business**

Commissioner Rossman updated the Board on Commissioner Ertman and his progress in coming up with a process to evaluate Homeland Security person.

After discussing the possible future needs of the Coroner. Commissioner Hunt moved and Commissioner Rossman seconded to transfer \$10,000.00 from Gen. Misc. Fin. Administrative line item 100.00.20.0099000.0000 in to a new line item Gen. Coroner Inquest & Investigation 100.00.09.0028000.0000. Carried.

Fran Lehman, GIS Coordinator meet with the Commissioners stating she had sent another letter to Black Hills Bentonite Plant and they had send a letter asking to withdraw the application.

Chairman Lambert updated the Board on meeting with George Byers, Vice-President of Government & Community Relations for Rare Element Resources Inc. The Draft EIS for the Bear Lodge Project was discussed.

Commissioner Rossman moved and Commissioner Ertman seconded for the Chairman to sign the Regional Mitigation Planning letter which was brought before the Board previously. Carried.

The meeting recessed at 11:15 a.m. and resumed at 11:29 a.m.

### **Weston County Sheriff Update**

Sheriff Bryan Colvard updated the Commissioners on the new pickups that have arrived, the impound building and a Sheriff's Deputy will be in the Courthouse Monday thru Friday from 8:00 a.m. to 4:30 p.m.

### **Visitor Comments**

Commissioners heard public concerns from Cliff Pedulla on trees at the Weston County Fairgrounds and issues with Northeast Wyoming Mental Health.

The meeting recessed at 11:50 a.m. for lunch and resumed at 1:00 p.m.

### **Road Identification Project (RIP)**

Commissioner Ertman moved and Commissioner Rossman seconded to allow the RIP Group to go ahead with identifying County Roads in these following township and ranges: 47N 68W and 48N 68W, pursuant to WY Statute 24-3-201 thru et. seq. Discussion was heard from group members Fran Lehman, Becky Hadlock, Rick Williams, Dan Blakeman and William Curley. Carried.

### **Weston County Attorney Update**

William Curley, County Attorney gave an update on various projects.

The meeting recessed at 2:11 p.m. and resumed at 2:19 p.m.

### **Voucher**

Commissioner Rossman moved and Commissioner Ertman seconded to approve voucher #59993. Carried

### **Administrative Assistant Update**

Dan Blakeman, Administrative Assistant gave an update on information from SLIB, the new phone system for the main floor of the Courthouse, bid packets will be available soon for the Road & Bridge shop floor and the Law Enforcement Center for the roof. The County will be paying contractors immediately for completion of work with proper authorization. Mr. Blakeman discussed a letter from WYDOT which explained how payments from that office will be dispersed. Payments from WYDOT are on a reimbursement basis which is the same procedure as those coming from the State Land and Investment Board. A discussion ensued to ensure that contractors would be paid by the county as per its standard procedure instead of payments being back waiting for payments from WYDOT and/or SLIB.

### **Discussion**

Bill Miller, Loss Control manager of the Local Government Liability Pool, via telephone, updated the Commissioners on the changes for job evaluations in local government and how to handle any grievances that may arise.

## **Handbook Revision Weston County Employee**

Weston County Elected Officials presented the Commissioners with a new proposal for the Weston County Handbook. A draft handbook was presented to the Commissioners for their viewing and they will be setting a time for a workshop to go through the draft handbook.

## **Visitor Comments**

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

## **Vouchers are as follows:**

066 NCPERS, financial admin, \$272.00, AFLAC, payroll ded, \$2,213.26, Blue Cross Blue Shield, financial admin, \$64,347.34, Office of Child Support, payroll ded, \$175.00, Orchard Trust, payroll ded, \$1,615.00, WEBT, financial admin, \$203.30, WC Clerk, financial admin, \$49,120.52, WC Treasurer, financial admin, \$20.00, WY Child Support, payroll ded, \$1,175.00, WY Dept of Workforce Services, financial admin, \$2,252.05, WY Retirement System, financial admin, \$31,525.49, WY Retirement System, financial admin, \$1,321.39, Newcastle Motors, new equip, \$113,859.00, Hermes Consolidated, oil/gas, \$13,057.39, Timberline Services, cong-mit, \$66,914.29, Hermes Consolidated, oil/gas, \$7,733.62, 21 Electric LLC, repair/maint, \$4,622.50, Ad Pro, supp, \$272.52, ADI Insurance Agency, insurance, \$1,068.00, Advanced Communications, comm, \$100.00, Air Delights, p-hlth exp, \$240.74, Alpha Communications, tower rent, \$55.00, Amber Mason, veh maint/fuel, \$400.20, American Solutions for Business, supp, \$618.81, American Welding & Gas, repair/maint, \$64.25, Arrow Service, veh maint/fuel, \$160.00, AT&T Mobility, comm, \$1,268.37, Betty Jensen, uniforms, \$26.50, Bill Lambert, mile/trvl, \$69.00, BH Auto Salvage, investigations, \$83.60, BH Chemical & Janitorial, brd of prisoners, \$1,077.25, BH Plumbing, maj repairs, \$2,344.88, BH Power, util, \$2,979.50, Bobcat of Gillette, equip prchs, \$5,652.00, Bullseye Promotions, misc, \$240.00, Byrand Streeter, contract wages/repair/maint, \$3,510.11, C&J Newcastle Hardware, janitor supp, \$615.03, Cambria Supply, repair/maint, \$745.92, Carmen Simon, p-hlth exp, \$12.48, CDW Government, brd of prisoners, \$384.75, Central WC Solid Waste Dist, cwcswd, \$1,875.00, Charm-Tex, brd of prisoners, \$1,340.86, Cheryl Kregel, mile/trvl, \$278.33, City of Newcastle, util/dispatch/circuit crt/pub def/p-hlth exp, \$7,461.75, Clinical Lab of the BH, autopsies, \$1,972.00, Creative Culture Insignia, uniforms, \$205.25, Culligan Water Conditioning, misc, \$28.00, Decker's Market, ext serv exp, \$70.35, Dixon Bros, oil/gas, \$140.08, Double D Obsolete Parts, repair/maint, \$5,914.62, Drug Education Press, p-hlth exp, \$155.00, Fastenal Co, repair/maint, \$246.51, Fisher Sand & Gravel, grvl/rd mtrl, \$2,565.61, Fossil Creek Designs, uniforms, \$360.00, Fred's Welding Service, brd of prisoners, \$1,036.55, Frontier Home Ranch & Hardware, repair/maint, \$289.25, Gateway Auto Supply, veh maint/fuel, \$12.29, Godfrey's Brake Service, repair/maint, \$126.50, Golden West Technologies, comp software, \$2,163.77, Great Western Tire, veh maint/fuel, \$705.72, Grimm's Pump & Industrial Supply, repair/maint, \$149.96, Hillyard/Sioux Falls, janitor supp, \$40.74, Hunkins Newton Law Firm, maj repairs, \$660.00, Injoy Videos, p-hlth exp, \$105.16, Jodi Brooks, wic, \$2.99, John W. Lambert, supp, \$11.96, Kadrmas Lee & Jackson, financial admin, \$946.84, KASL, p-hlth exp, \$706.80, Kelly Philipsen, coroner exp, \$150.00, Lori Bickford, p-hlth exp, \$24.40, Lyle Signs, Imbr/clvrts/brdg, \$358.45, Mallo Camp, mallo camp, \$1,250.00, MasterCard, school exp, \$495.37, Max Masters, gis land records, \$1,900.00, Michelle Sweet, p-hlth exp, \$626.11, Minuteman Lube Center, veh maint/fuel, \$216.25, Moore Medical, p-hlth exp, \$301.27, NADA Appraisal Guides, misc, \$219.00, Neve's Uniforms, uniforms, \$2,623.57, Newcastle Ambulance Service, ambulance, \$2,023.33, Newcastle Chamber of Commerce, chmbr, \$875.00, Newcastle Fire Suppression, repair/maint, \$59.29, Newcastle Motors, veh maint/fuel, \$2,907.41, News Letter Journal, print/pub/supp/p-hlth exp, \$3,988.71, Noble Medical, brd of prisoners, \$246.26, Northern Truck Equipment, repair/maint, \$556.00, Nutrition Matters, p-hlth exp, \$445.00, Osage Ambulance, ambulance, \$4,375.00, Osage Improvement & Service Dist, coroner exp, \$300.00, Powder River Energy, util, \$1,428.05, Power Plan OIB, repair/maint, \$3,888.95, Preventive Health & Safety Division, p-hlth exp, \$214.00, Rabe Elevator, repair/maint, \$848.00, Randy Rossman, mile/trvl, \$27.60, Rapid Delivery, post/freight, \$13.23, Regents of the University of Co, p-hlth exp, \$110.00, Regional Health, coroner exp, \$422.00, Renegade Paint & Pipes, maj repairs, \$7,821.58,

Reserve Acct-Pitney Bowes, post/freight, \$2,900.00, Ringer Law, special attny, \$880.00, Roadrunner Disposal Service, util, \$60.00, Robert J. O'Neil, special attny, \$1,062.50, RT Communications, comm, \$2,882.25, Safety-Kleen, misc, \$380.41, Servall Uniform/Linen, misc, \$324.28, Sherry Worden, coroner exp, \$100.00, ShopKo, supp, \$241.34, Sirchie Finger Print Labs, investigations, \$165.65, SmileMakers, p-hlth exp, \$45.93, Sofia Baeza, janitor/supp, \$3,072.91, Source Gas, util, \$1,806.47, Stan Houston Equipment, leased equip, \$2,700.00, Stephens-Peck, supp, \$85.00, Tony Barton, mile/trvl, \$69.00, Top Office Products, supp, \$1,504.11, Trugreen-Chemlawn, janitor supp, \$1,348.26, University of WY Extension, ext serv exp, \$5,833.50, Upton Chamber of Commerce, chmbr, \$500.00, Upton Co-op Assn, school exp, \$20.00, Upton Senior Center, sr citizen, \$625.00, Urbin Law Office, special attny, \$116.33, Vaisala, awos, \$1,373.75, Verizon Wireless, p-hlth exp, \$182.48, VISA, mile/trvl, \$346.30, WD Larson Co, repair/maint, \$633.16, West End Water Dist, util, \$60.00, West Payment Center, law library, \$332.33, WC Children's Center, chld ctr, \$3,750.00, WC 4-H Council, ext serv exp, \$173.02, WC Gazette, print/publ/p-hlth exp, \$618.69, WC Health Services, in-home hlth, \$1,375.00, WC Humane Society, humane soc, \$750.00, WC Road & Bridge, veh maint/fuel, \$2,465.40, WC Sheriff's Office, petty cash, \$57.89, WC Senior Services, sr citizens/brd of prisoners, \$8,542.00, WC True Value, misc, \$80.97, Weston Engineering, engineer srvs, \$1,000.00, Wiss Janney Elstner Assoc, maj repairs, \$13,410.93, Woody's Food Center, brd of prisoners, \$227.82, WY Automotive, repair/maint, \$927.12, WY Co Commissioners Assoc, conventions, \$10.00, WY Dept of Agriculture, tank maint, \$25.00, WY Dept of Health, p-hlth exp, \$16,847.60, WY Dept of Transportation, supp, \$511.50, WY Machinery, repair/maint, \$299.18, WY Network, financial admin, \$200.00, WY Peace Officers Assoc, pub rel, \$170.00, WY Taxpayers Assoc, financial admin, \$195.00. Net Payroll, \$155,253.96.

There being no further business to come before the Commissioners, the meeting adjourned at 3:48 p.m.

Bill Lambert  
Chairman

Attest: County Clerk  
Cheryl Kregel