

## UNOFFICIAL MINUTES

September 1, 2015

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

### **Good of the Order**

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

### **Approval of Agenda and Consent Agenda**

Chairman Lambert requested changes to the Agenda by moving Dan Blakeman from 6:00 p.m. to 4:00p.m., and removed the Minutes from Weed & Pest, Mondell Airport, and OISD from the Consent Agenda. Commissioner Barton moved, Commissioner Rossman seconded, to approve the amended Agenda and the Consent Agenda items including the minutes from August 18, 2015, District Court monthly statement \$1,407.86, and County Clerk's monthly statement \$11,456.50. Carried.

### **Approval of August A/P Vouchers and Payroll Report**

Commissioner Rossman moved, Commissioner Barton seconded, to approve the August A/P vouchers and payroll report. Carried.

### **County Building Purchase**

Commissioner Rossman moved, Commissioner Barton seconded, to enter executive session under W.S. 16-4-405 (a)(vii) to consider the selection of a site or the purchase of real estate when the publicity regarding the consideration would cause a likelihood of an increase in price. Commissioners Rossman, Hunt, and Barton voted Yea. Commissioner Ertman voted Nay. Carried.

The meeting entered executive session at 10:03 a.m. and returned to open session at 10:27 a.m. with all present.

### **County Road Utility License Applications**

Commissioner Rossman moved, Commissioner Barton seconded, to authorize the Chairman's signature on two (2) separate utility license requests with RT Communications. Carried.

### **Department Reports**

Monthly department reports were heard from, Rick Williams, Road & Bridge; Tina Conklin, Assessor; Susan Overman, Treasurer; Randee Davies, Fairground Manager; Gidget Macke, Clerk of District Court; Cynthia Crabtree, Coroner; Brenda Ayres, Librarian; Scott Rager, Homeland Security; William Curley, Attorney; and Dan Blakeman, Administrative Assistant.

The meeting recessed at 11:20 a.m. and reconvened at 11:27 a.m.

### **County Attorney**

William Curley, County Attorney, is progressing on the exchange of the 303 right-of-way for the easement on the Ackerman's portion of Salt Creek Road. He will inform the Commissioners when they get to the point that a public hearing will need to be scheduled. Attorney Curley sent a letter on August 21, 2015 regarding the termination of Weston County's elevator contract with KONE, Inc. He has not received any response back as of today's meeting.

### **New Business**

Commissioner Rossman moved, Commissioner Hunt seconded, to accept with regret, Terry Groenwold's resignation from the Weed & Pest Board. County Clerk Kregel will send him a letter thanking him for his service. Carried.

Commissioner Hunt moved, Commissioner Rossman seconded, to appoint Scott Sewell to the Weed & Pest Board for the remaining term that expires 2017. Carried.

### **Visitor Comments**

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

The meeting recessed for lunch at 11:41 a.m. and reconvened at 1:00 p.m.

### **Weston County Event Center**

Ray Hunkins, Hunkins Newton Law Firm, joined the meeting via conference call at 1:02 p.m. Commissioner Hunt moved, Commissioner Barton seconded, to enter executive session under W.S. 16-4-405 (a)(iii) on matters concerning litigation to which the governing body may be a party to. Carried.

The meeting entered executive session at 1:03 p.m. and returned to open session at 1:32 p.m. The conference call ended at 1:31 p.m.

#### **Correction on Minutes**

Commissioner Barton moved, Commissioner Rossman seconded, to correct Nicole McFarland's name under the Planning and Zoning Board portion of the July 21, 2015 minutes that was printed as Nicole Fitzgerald. Carried. The corrected minutes will read as follows, "Cheryl Kregel, County Clerk, asked to use the county credit card for registration fees and room reservations for Nicole McFarland to attend the 2015 Western Planning Schooling. There were no objections".

The meeting recessed at 1:35 p.m. and reconvened at 1:50 p.m.

#### **ADI Insurance**

Commissioner Hunt moved, Commissioner Rossman seconded, to approve the 2016 ADI Insurance Premium Proposal, as presented by Karen Ackerman, in the amount of \$49,903.00. Carried.

#### **Discussion**

William Curley, County Attorney, informed the Commissioners that he'd received a request from Levi Buck, on behalf of RT Communications, as to whether or not Beaver Creek Road is a properly established county road. Attorney Curley asked for the Commissioners input on conducting research and returning an answer to Mr. Buck in the form of a letter. Discussion ensued; No action was taken.

#### **Weston County Solid Waste District**

Commissioner Hunt moved, Commissioner Barton seconded, to table the appointment of WCSWD Board members until the Commissioners meeting on Tuesday, September 15, 2015. Commissioners Rossman, Hunt, and Barton voted Yea. Commissioner Ertman voted Nay. Carried.

#### **Discussion**

Commissioner Barton stated that the Commissioners meeting on Tuesday, September 15, 2015 will be held in the carpeted room at the Upton Community Center in Upton, starting at 9:00 a.m.

Cheryl Kregel, County Clerk, announced the Non-Profit Board Training that will be held on Wednesday, September 2, 2015 at the Weston County Library.

The meeting recessed at 2:47 p.m. and reconvened at 2:54 p.m.

#### **Mondell Airport**

Byrand Streeter, Airport Manager, and Tim Wick, Morrison Maierle Engineer, updated the Commissioners on the completed updates at Mondell Airport and presented the FAA Grant for match approval. Commissioner Hunt moved, Commissioner Ertman seconded, to support the 2015 Updated Airport Master Plan Study accepting the county's match in the amount of \$5,362.00. Carried.

#### **Visitor Comments**

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

#### **Administrative Assistant Duties**

Lengthy discussion was heard as to the Administrative Assistant's job duties and the departments that would be overseen.

The approved vouchers are as follows:

066 NCPERS, financial admin, \$272.00, AFLAC, payroll ded, \$2,172.95, Blue Cross Blue Shield, financial admin, \$56,169.63, Office of Child Support, payroll ded, \$175.00, Orchard Trust, payroll ded, \$1,637.00, WEBT, financial admin, \$184.15, WC Clerk, financial admin, \$47,808.14, WC Treasurer, financial admin, \$20.00, WY Child Support, payroll ded, \$1,175.00, WY Dept of Workforce Services, financial admin, \$2,260.10, WY Retirement System, financial admin, \$32,374.69, Collins Communications, hmlnd sec exp, \$3,180.00, ECN LLC, hmlnd sec exp, \$7,500.00, WACO, mile/trvl, \$135.00, Hermes Consolidated, oil/gas, \$13,700.79, Century Co, airport runway, \$863,196.30, Morrison Maierle, airport runway, \$28,165.91, Motorola, hmlnd sec exp, \$5,475.60, CTA, hist prev, \$6,275.00, 21 Electric LLC, bldg/equip upgrade, \$1,740.00, Acorn Tree Services, repair/maint, \$105.00, Ad Pro, p-hlth exp, \$22.90, Advanced Communications, officer equip, \$40.00, Advanced Drug Testing, misc, \$52.00, Alert Magazine, p-hlth

exp, \$145.00, Alpha Communications, radio exp, \$350.00, AT&T Mobility, comm, \$944.81, Ballistic Clipboard, brd of prisoners, \$284.71, Batteries Plus, misc, \$101.87, Bill Lambert, mile/trvl, \$69.00, BH Chemical & Janitorial, brd of prisoners, \$337.46, BH Plumbing, repair/maint, \$545.18, BH Power, util, \$3,717.42, Butler Machinery, repair/maint, \$49.92, Byrand Streeter, contract wages, \$1,158.75, C&J Newcastle Hardware, repair/maint, \$395.41, Cambria Supply, repair/maint, \$451.61, Central WC Solid Waste Dist, cwcswd, \$1,875.00, City of Newcastle, util/dispatch/pub def/p-hlth exp, \$5,374.72, Clinical Lab of BH, autopsies, \$1,815.00, Culligan Water Conditioning, misc, \$34.50, Decker's Market, ext serv exp, \$280.24, Derek Thompson, officer equip, \$60.00, Dixon Bros, oil/gas, \$500.96, Double D Obsolete Parts, repair/maint, \$339.74, Family Dollar, supp, \$73.25, Fastenal Company, repair/maint, \$220.88, Fisher Sand & Gravel, grvl/rd mtrl, \$11,333.38, Focus, focus, \$1,125.00, Frontier Home Ranch & Hardware, repair/maint, \$304.32, Gateway Auto Supply, repair/maint, \$26.97, Godfrey's Brake Service, repair/maint, \$121.58, Golden West Technologies, comp software/new equip, \$3,957.83, Green's Alignment, veh maint/fuel, \$50.00, Grimms Pump & Industrial Supply, tank maint, \$244.88, Hermes Consolidated, oil/gas, \$31,564.00, Jack's Truck & Equipment, repair/maint, \$190.06, JW Services, mallo camp, \$118,508.00, KASL, p-hlth exp, \$706.80, Kelly Philipsen, coroner exp, \$80.00, Kone Inc, repair/maint, \$543.06, Leightons Garage, veh maint/fuel, \$78.00, Lori Bickford, p-hlth exp, \$363.65, Lucille Dumbrell, hist pres, \$27.03, Mallo Camp, mallo camp, \$1,250.00, MasterCard, school exp, \$46.68, Matco Tools, sm tools, \$108.25, Max Masters, gis land records, \$1,900.00, MG Oil Co, oil/gas, \$3,960.89, Minuteman Lube Center, veh maint/fuel, \$77.00, Moore Medical LLC, p-hlth exp, \$101.79, Mountain States Lithographing, supp, \$356.87, Natrona Co Legal Dept, invol commit, \$1,515.00, Neve's Uniforms, uniforms, \$99.98, Newcastle Ambulance Service, ambulance, \$2,916.66, Newcastle Chamber of Commerce, chmbr, \$875.00, Newcastle Fire Suppression, repair/maint, \$79.79, Newcastle Motors, veh maint/fuel, \$27.61, News Letter Journal, print/publ/supp, \$4,763.42, Noble Medical, brd of prisoners, \$129.31, Nuance Communications, officer equip, \$3,763.47, Office Ally, p-hlth exp, \$19.95, Oil City Operating, repair/maint, \$83.19, Osage Ambulance, ambulance, \$4,375.00, Osage Improvement & Service Dist, coroner exp, \$300.00, Outlaw Motors, veh maint/fuel, \$20.00, Pitney Bowes, supp, \$196.32, Porter Muirhead Cornia & Howard CPAs, financial admin, \$15,000.00, Postmaster c/o WIC, wic, \$237.00, Powder River Energy, util, \$925.14, Power Plan, repair/maint, \$4,616.55, Randy Rossman, mile/trvl, \$27.60, Rapid Delivery, post/freight, \$13.23, Regional Health, autopsies, \$1,218.00, Roadrunner Disposal Service, util, \$60.00, Round Up Feed & Ranch Supply, Imbr/clvrts, \$108.00, RT Communications, comm, \$2,587.35, Sanofi Pasteur, p-hlth exp, \$166.94, Secretary of State, financial admin, \$35.00, Servall Uniform/Linen Co, misc, \$274.38, Shred's, p-hlth exp, \$169.75, Sofia Baeza, janitor, \$2,450.00, Source Gas, util, \$152.41, Stacy Buchholz, ext serv exp, \$262.71, Stan Houston Equipment, leased equip, \$1,500.00, Stine Electronics, coroner exp, \$346.00, Sundance Equipment, equip repair, \$81.47, Taser Int'l, officer equip, \$11,528.90, Tony Barton, mile/trvl, \$69.00, Top Office, supp/p-hlth exp, \$2,937.39, Tyler Technologies, comp software, \$2,870.00, Uline, brd of prisoners, \$49.53, Ultra Max, equip/ammo, \$744.00, Unemployment Tax Division, unemployment, \$1,842.75, Upton Chamber of Commerce, chamber, \$500.00, Upton Senior Center, sr citizen, \$625.00, Urbin Law Office, special attny, \$631.54, Vaisala, awos, \$1,373.75, Verizon, p-hlth exp, \$182.21, Vicki Hayman, ext serv exp, \$13.00, VISA, school exp/ext serv exp, \$1,406.22, WD Larson Co, repair/maint, \$182.35, West End Water Dist, util, \$60.00, West Payment Center, law library, \$316.50, WC 4-H Council, ext serv exp, \$13.00, WC Gazette, p-hlth exp, \$137.50, WC Health Services, in home hlth/misc, \$1,445.00, WC Humane Society, humane society, \$750.00, WC Natural Resource Dist, nat res haz/garden, \$1,375.00, WC Road & Bridge, veh maint/fuel, \$3,389.30, WC Sr Services, sr citizen/p-hlth exp/brd of prisoners, \$9,006.00, Weston Engineering, engineer, \$1,000.00, Wiss Janney Elstner Assoc, maj repairs, \$3,858.32, Woody's Food Center, brd of prisoners/ext serv exp, \$703.57, WY Automotive, oil/gas, \$392.18, WY Dept of Health, p-hlth exp, \$318.00, WY Dept of Transportation, gravel/rd mtrl, \$37,675.54, WY Guardian Ad Litem, special attny, \$1,391.05, WY Machinery, repair/maint, \$2,138.04, WY Network, financial admin, \$200.00, WY Rents LLC, leased equip, \$2,850.00. Net Payroll, \$151,940.83.

There being no further business to come before the Commission, the meeting adjourned at 4:20 p.m.

Bill Lambert

Chairman

Attest: Cheryl Kregel

County Clerk