

March 5, 2013

The regular meeting of the Weston County Commissioners convened at 9:00 a.m. with Chairman Seeley presiding. Present for the meeting were Commissioners: Lenard D. Seeley, Jerry Shepperson, Randy Rossman, Marty Ertman, Tracy Hunt and County Clerk, Mamie C. Krank.

Invocation and Pledge of Allegiance

Chairman Seeley gave the Invocation and Commissioner Rossman led the delegation in the Pledge of Allegiance.

Approve Minutes

A motion was made by Commissioner Rossman, seconded by Commissioner Shepperson, to approve the minutes of the regular meeting held February 19, 2013, as advertised. Carried.

The hour being 9:25 a.m. Don Hansen, County Attorney, joined the meeting.

Executive Session

The hour being 9:26 a.m., a motion was made by Commissioner Hunt, seconded by Commissioner Rossman, to enter executive session under Wyoming Statute 16-4-405 (iii) to discuss potential litigation. Carried. The executive session adjourned at 9:48 a.m. and returned to open meeting, with all present.

Weston County Event Center

A motion was made by Commissioner Rossman, seconded by Commissioner Ertman, to draft a letter to Dr. Basham, Engineer for KB Engineering, LLC, to thank him for visiting the Weston County Event Center site on March 4, 2013 and request a building report and cost analysis for repairs. Discussion ensued, Carried. The Commissioners requested and Mr. Hansen agreed to draft the letter to Dr. Basham.

The recorded votes were as follows: Yea: Commissioners Shepperson, Hunt and Rossman; Nay: Commissioner Ertman.

Full disclosure: Don Hansen, County Attorney and Commissioner Hunt stated that Mr. Roy Mathis, Concrete Stabilization Techniques (CST), who visited the Event Center site with Dr. Basham, has completed estimates for personal work.

The meeting recessed at 10:03 a.m. and reconvened at 10:14 a.m. with all present.

Ruckelshaus Institute

Commissioner Shepperson discussed a voucher turned in by the Ag Department to the Ruckelshaus Institute for registration to attend collaboration in Natural Resource Forum. Commissioner Shepperson has concerns and will request Bill Taylor attend a Commissioner's meeting to discuss the voucher. No action was taken, this issue will be re-visited.

Rare Element Resources

Mike Finn, Rare Element Resources (RER), met with the Commissioners and invited them to attend a luncheon at the Upton Senior Center on March 7, 2013, at noon. Mr. Finn gave an update on the RER project stating that drilling in the White Tail Ridge area will begin soon. Mr. Finn distributed a press release from the company showing efficiency has increased by forty-five percent. No action was taken.

Homeland Security

A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to allow Chairman Seeley's signature on a letter to the Office of Homeland Security, to authorize the return of \$2,579.34 in grant funding. The return of funds is for the unspent portion of a Fiscal Year 2010 Citizen Corps Grant. Carried.

Declaration of Official Depository

A motion was made by Commissioner Ertman, seconded by Commissioner Shepperson, to designate FirstTier Bank of Upton as one of Weston County's Official Depositories for calendar year 2013. Carried.

Accept Collections

A motion was made by Commissioner Rossman, seconded by Commissioner Shepperson, to accept the collections of the District Court Clerk in the amount of \$1,380.50 and the collections of the County Clerk in the amount of \$8,460.75. Carried.

Local Government Liability Pool

A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to accept and sign a membership renewal application for the Local Government Liability Pool (LGLP). Carried.

Board Member Training

A motion was made by Commissioner Hunt, seconded by Commissioner Ertman, to authorize Chairman Seeley's signature on a letter to invite current Weston County Board Members to attend a training presented by Mr. Bill Miller of the Local Government Liability Pool on May 8, 2013. Discussion ensued, carried.

Contract Engineering Services

A motion was made by Commissioner Shepperson, seconded by Commissioner Ertman, to authorize Chairman Seeley's signature on a Request for Contract Engineering Services. The request is for the County Lighting Upgrade Project. Carried. A copy will be provided to Jerry Hunt, Contract Engineer for Weston County.

Buffalo Creek Road

Tom Littman, Belle Fourche Pipeline, and Tom Barritt, Upton Logistics Center, met with the Commissioners to discuss easements on the Buffalo Creek Road inside the Upton Logistics Center. Mr. Littman stated that he had contacted Don Bartels, a private landowner, to request an easement be granted to Weston County. Mr. Bartels is willing to grant the easement to Weston County on a portion of the Buffalo Creek Road. Mr. Littman stated the next step is to conduct a survey, which will be paid for by the Belle Fourche Pipeline.

Commissioner Ertman abstained from the vote because of a personal conflict. A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to conduct a survey on a portion of the Buffalo Creek Road. Carried. The Commissioners thanked Mr. Littman for working to secure the county easement.

Sheriff's Department

Sheriff Colvard and Sergeant Dan Bush met with the Commissioners. Sheriff Colvard gave the department report including Accounts Receivable and monthly fees. Sheriff Colvard and Sergeant Bush discussed the possible implementation of a canine unit for drug detection in Weston County. Sheriff Colvard went over costs of implementation, certification, care and medical expenses as well as the need for a canine handler contract. Lengthy discussion ensued, regarding insurance issues, civil rights issues and additional costs. Chairman Seeley asked if the initial start up monies were available through the current Sheriff's Department Budget. Sheriff Colvard stated funds were not available and requested the County allocate the monies from another source. A motion was made by Commissioner Ertman, seconded by Commissioner Rossman, to table the discussion of canine unit implementation until the afternoon session. Carried. This issue will be re-visited.

Code Red System

Doug Jorrey, Homeland Security Coordinator, joined the meeting and discussed Weston County's reverse 911 system or Code Red. Mr. Jorrey explained that this emergency system is currently provided with grant funding and will expire in March, 2014. Weston County will need to discuss keeping this system during the budget session. No action was taken.

The meeting recessed at 12:10 p.m. and reconvened at 1:27 p.m. with all present.

Board Member Training Classes

A motion was made by Commissioner Ertman, seconded by Commissioner Rossman, to advertise two Board Member Training Classes scheduled for May 8, 2013. Carried.

Board Appointments

Weed & Pest Control Board: An application for the position of Weed & Pest Control Board was received from Jill Pischke. Chairman Seeley read aloud a letter accompanying the application. A motion was made by Commissioner Hunt, seconded by Commissioner

Shepperson, to request Ms. Pischke attend a meeting to speak with the Board of County Commissioners regarding her application. Discussion ensued, carried. Commissioner Hunt agreed to contact Ms. Pischke.

The recorded votes were as follows: Yea: Commissioners Shepperson, Hunt and Rossman; Nay: Commissioner Ertman.

Contract Engineer

Jerry Hunt, Contract Engineer, met with the Commissioners and discussed the Mallo Camp Water Tank Replacement Project. Mr. Hunt stated that the Mallo Camp Manager and Board Members were not responding to his requests for information. The Commissioners agreed to contact Mallo Camp concerning these issues. A signed request for contract engineering services was given to Mr. Hunt for the County Lighting Upgrade Project. Mr. Hunt discussed the possible pipeline easement on Buffalo Creek Road. Mr. Hunt suggested the County request boring of at least five feet below the barrow pit level, rather than the road surface, where a pipeline crosses a county road. No action was taken.

Weston County Extension Service/Ag Department

Vicki Hayman, Extension Coordinator; Stacey Madden, 4-H Educator and Lynn Kolund, Hell Canyon District Ranger, met with the Commissioners and discussed the fact that the Forest Service will be relocating to the BLM Building. The Forest Service Office currently houses Forest Service, Natural Resource Conservation Service, Farm Service Agency and the Weston County Extension Service. This relocation will leave the Extension Service without office space unless the lease can be renegotiated. Many other options were discussed including renovating an older building at the Fairgrounds to suit the Extension Offices' needs. The Commissioners requested Ms. Hayman contact the building owner and compile other building lease information before returning to discuss this issue further. Ms. Hayman also relayed that Virginia Craig will be retiring at the end of March 2013. No action was taken.

The meeting recessed at 2:36 p.m. and reconvened at 2:48 p.m. with all present.

Board Member Training Classes

Brenda Ayres, Library Director and Karen Bowman, Library Board Member, met with the Commissioners and discussed the Board Member Training Classes being offered by the county. The Library Board Members are interested in attending and thanked the Commissioners for sponsoring the classes. No action was taken.

Wyoming Business Council

Dave Spencer, Wyoming Business Council (WBC), met with the Commissioners to discuss a WBC Board Meeting to be held on March 14, 2013, at 8:30 a.m. in Casper. The Weston County Planning Grant Application for a traffic study on the Buffalo Creek Road will be discussed and Mr. Spencer requested a Commissioner attend. Commissioner Rossman volunteered to attend this meeting to represent Weston County. Mr. Spencer and the Commissioners discussed the site visit at the Weston County Event Center with Dr. Basham on March 4, 2013. No action was taken.

Commissioner Shepperson left the meeting at 3:12 p.m. and returned at 3:15 p.m.

Sheriff's Department/Canine Unit

The Commissioners re-visited the topic of implementing a drug dog/canine unit in Weston County. The Commissioners discussed the current budget and agreed that this matter should be submitted as a budget request through the Sheriff's Department for Fiscal Year 2014. No action was taken.

Road & Bridge Department

Rick Williams, Road & Bridge Foreman, met with the Commissioners and discussed gravel and numerous County Roads. Mr. Williams stated that he had contacted with Taylor Rossetti, WY Department of Transportation (WYDOT) regarding the 2011 Congestion Mitigation Air Quality (CMAQ) Bid Packet turned in by Mamie C. Krank in December, 2012. Mr. Rossetti apologized for not taking action and promised to get the packet turned in to the correct person for review. Mr. Rossetti stated that both the 2011 and 2012 CMAQ Grants will be ready to bid in spring of 2014.

Commissioner Shepperson left the meeting at 3:46 p.m. and returned at 3:52 p.m.

Mr. Williams discussed the FEMA Flood Mitigation Projects, and predicted their completion by the end of this summer. Dangerous spots on County Roads including the Buffalo Creek Road and Raven Creek Road were discussed. Mr. Williams discussed equipment and the need to purchase two belly dump trailers. The new trailers would replace two 1970 trailers currently being utilized. The Commissioners approved the purchase of two trailers at a cost of approximately \$60,000.00 each, for the Road & Bridge Department. No action was taken.

Weston County Event Center

The Commissioners received a letter drafted by Don Hansen, County Attorney, addressed to Dr. Basham, Engineer for KB Engineering, LLC. A motion was made by Commissioner Ertman, seconded by Commissioner Rossman, to authorize Chairman Seeley's signature on the letter. Carried. The letter was signed and mailed.

Board Members Appreciation Day

Commissioner Hunt volunteered to host a Board Member Appreciation Day for current Weston County Board Members and their families. A casual barbeque/carry-in will take place at the MW Ranch on Saturday, May 4, 2013. Once the details are worked out, Commissioner Hunt will contact Mamie C. Krank, County Clerk, who will send invitations to current Board Members and their families. No action was taken.

Commissioner's Room Remodel

Mamie C. Krank, County Clerk, stated that she had contacted Howard White of Howard White Construction, regarding a bid for the Commissioner's Room Remodel. Ms. Krank explained the alternate quotes and what was involved in each. After discussion, the Commissioners decided that a remodel of the room was not necessary at this time. No action was taken.

Approve Vouchers

A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to approve the vouchers as presented; also approved was a prepaid voucher for March from Public Health for heater repairs in the amount of \$210.00. Carried. They are as follows:

066 NCPERS, financial admin, \$288.00, AFLAC, payroll ded, \$1,720.30, Blue Cross Blue Shield, financial admin, \$51,380.31, Office of Child Support, payroll ded, \$175.00, Orchard Trust, payroll ded, \$1,120.00, WEBT, financial admin, \$180.70, Weston County Clerk, financial admin, \$40,454.65, WY Child Support, payroll ded, \$625.00, WY Dept of Workforce Services, financial admin, \$2,966.19, WY Retirement System, financial admin, \$22,892.47, WY Retirement System, financial admin, \$613.98, Hermes Consolidated Inc, oil/gas, \$26,223.92, Pitney Bowes Inc, supp, \$158.08, Advanced Drug Testing Inc, misc, \$26.00, Alpha Communications, tower rent, \$55.00, AlSCO, janitor supp, \$113.24, AT&T Mobility, comm, \$813.35, Black Hills Auto Salvage, invstgtns, \$79.30, Black Hills Chemical & Janitorial, brd of prisoners, \$307.86, Black Hills Plumbing, repair/maint/brd of prisoners, \$300.75, Black Hills Power, util, \$2,480.97, Burnell Pond, wrs refund, \$22.69, Byrand Streeter, contract wages, \$1,071.82, C&J Newcastle Hardware, supp, \$334.72, Cambria Supply, repair/maint, \$502.23, Casey Thorson, janitor supp, \$1,200.00, CDW Government Inc, p-hlth exp, \$1,063.34, City of Cody, school exp, \$40.00, City of Newcastle, util/dispatch/pub def/p-hlth exp, \$4,684.45, Crook Co Veterinary Service, invstgtns, \$130.00, Dakota Fluid Power, repair/maint, \$219.52, Daly, Davidson & Sorenson, special attny, \$1,343.75, Decker's Market, supp, \$192.58, Delane Haynes, radio exp, \$116.90, Dixon Bros Inc, oil/gas, \$176.62, Drive Train Industries Inc, repair/maint, \$130.96, Eddies Truck Center, repair/maint, \$488.11, Family Dollar Stores, supp, \$47.75, Fastenal Company, repair/maint, \$448.55, Fisher Sand & Gravel, grvl/rd mtrl, \$3,538.49, Flowers & Things, p-hlth exp, \$29.50, Fossil Creek Designs LLC, uniforms, \$135.00, Fred's Welding Service, lmb/rlvtrts/brdg, \$5,136.10, Frontier Home Ranch & Hardware, oil/gas/repair/maint, \$759.76, Gateway Auto Supply, repair/maint, \$2,156.04, Geographic Innovations, elections exp, \$200.00, Godfrey's Brake Service, repair/maint, \$53.64, Golden West Technologies, comp software, \$1,100.00, Grimm's Pump & Industrial Supply, fuel tank maint, \$731.01, Hansen & Peck, office exp, \$4,250.00, Hillside Pharmacy, jail medical, \$241.90, Hillyard/Sioux Falls, supp, \$219.37, Howard White Construction, maj repairs, \$1,803.30, Jerry Shepperson, mile/trvl, \$84.00, John's Electric, bldg/equip upgrade, \$2,978.50, Jorgensen Log Homes Inc, hist prsrvtm, \$12,950.00, KASL,

p-hlth exp, \$706.80, L3 Communications Mobile-Vision, hmlnd sec exp, \$25,315.00, Leads Online, invstgtns, \$1,188.00, Lenard D. Seeley, mile/trvl, \$40.00, Lichen Research Center, comp software, \$1,000.00, Lori Bickford, p-hlth exp, \$148.06, Lyle Signs Inc, Imbr/clvrts/brdg, \$1,042.50, Mamie C. Krank, school exp, \$230.00, Martha L. Ertman, school exp/financial admin, \$468.50, MasterCard, jailor school/mile/trvl/veh maint, \$1,484.81, Max Masters, gis land records, \$1,900.00, MG Oil Company, oil/gas, \$1,014.72, Michelle Sweet, p-hlth exp, \$34.50, Mike Brewer, repair/maint, \$345.50, Minuteman Lube Center, veh maint/fuel, \$198.69, Moore Medical LLC, p-hlth exp, \$1,395.25, Motion Industries, repair/maint, \$109.44, Mountain States Lithographing, supp, \$179.49, Neves Uniforms Inc, uniforms, \$138.33, Newcastle Ambulance Service, amblnc, \$1,458.33, Newcastle Chamber of Commerce, chamber, \$875.00, Newcastle Equipment Co Inc, repair/maint, \$118.48, News Letter Journal, print/publ/supp, \$3,218.71, Northeast Wisconsin Tech College, school exp, \$175.00, Northern WY Mental Health/Newcastle, pre-emplmnt, \$150.00, Patrick Watsabaugh, wrs refund, \$22.69, Porter Muirhead Cornia & Howard CPAs, financial admin, \$5,200.00, Postmaster, hmlnd sec exp, \$200.00, Postmaster c/o wic, wic, \$330.00, Powder River Energy Corp, util, \$1,311.66, Preventive Health & Safety Division, p-hlth exp, \$42.00, Randy Rossman, mile/trvl, \$24.00, Rapid Delivery, post/freight, \$12.00, Regional Health, coroner exp, \$169.00, Ringer Law PC, special attny, \$342.00, Roadrunner Disposal Service, util, \$55.00, RT Communications, comm, \$1,910.28, Safety-Kleen Corp, repair/maint, \$336.45, Sanofi Pasteur, p-hlth exp, \$682.70, Servall Uniform/Linen Co, repair/maint, \$217.22, Shopko, supp, \$24.95, Shred's, elections/misc, \$613.25, Source Gas, util, \$2,183.06, Stacy Madden, ag exp, \$30.00, Top Office Products, supp/repair/maint/ag exp, \$1,099.56, Town of Upton, Indfill/community cntr, \$2,750.00, Trittech Forensics, misc, \$51.67, True North Steel, Imbr/clvrts/brdg, \$166.03, Ultra Max, jailor schools, \$1,612.00, University of WY, ag exp, \$40.00, Upton Co-op Assn, oil/gas, \$2,719.10, Upton Senior Center, sr citizens, \$625.00, Vaisala Inc, awos, \$1,362.00, Verizon Wireless, p-hlth exp, \$49.64, Vicki Hayman, ag exp, \$42.16, VISA, school exp/p-hlth exp, \$1,639.20, Voelker's Autobody, veh maint, \$1,103.28, WCS, comm, \$200.75, WD Larson Co LTD Inc, repair/maint, \$199.45, Wesco Gas, util, \$2,250.61, West End Water District, util, \$60.00, Western States Sheriff Assoc, pub rel, \$100.00, WC 4-H Council, ag exp, \$160.00, WC Humane Society, humane soc, \$750.00, WC Peace Officers Assoc, pub rel, \$255.00, WC Road & Bridge, veh maint/fuel, \$3,833.04, WC Sr Services, sr citizens, \$6,250.00, WC True Value, repair/maint, \$324.75, Whirlwind Services, janitor supp, \$1,255.00, William Taylor, ag exp, \$79.50, Woody's Food Center, brd of prisoners, \$161.74, WY Automotive Co, repair/maint, \$507.86, WY Dept of Agriculture, tank maint, \$25.00, WY Dept of Health, p-hlth exp, \$632.00, WY Guardian Ad Litem, special attny, \$1,039.66, WY Machinery Co, repair/maint, \$276.62, WY Network, financial admin, \$201.25, Xerox Direct, ag exp, \$94.49. Net Payroll, \$127,298.69.

There being no further business to come before the Commission the meeting adjourned at 4:38 p.m.

Attest: Mamie C. Krank
County Clerk

Lenard D. Seeley
Chairman