

May 20, 2014

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, Tracy Hunt, Marty Ertman and County Clerk, Mamie C. Krank.

Invocation and Pledge of Allegiance

Commissioner Shepperson gave the Invocation and Commissioner Hunt led the delegation in the Pledge of Allegiance.

Approve Minutes

A motion was made by Commissioner Hunt, seconded by Commissioner Shepperson, to approve the minutes of the regular meeting held May 6, 2014 and the minutes of a special budget meeting held May 13, 2014, as published. Carried.

US Forest Service

Commissioner Ertman related information gained at a recent Forest Service meeting she attended at the Mystic Ranger Station concerning pine beetles, the Northern Long Ear Bat (NLEB) and Black Backed Woodpeckers. Commissioner Ertman voiced concerns regarding the possible closure of area caves including Jewel Cave if the NLEB is listed on the endangered species list. No action was taken.

Catering Permit

A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to approve and authorize Chairman Seeley's signature on a catering permit to Cap & Bottle for June 14, 2014, for a wedding to be held at Mallo Camp. Carried.

A motion was made by Commissioner Rossman, seconded by Commissioner Shepperson, to approve and authorize Chairman Seeley's signature on a catering permit to Cap & Bottle for June 21, 2014, for the horse sale at the Weston County Fairgrounds. Carried.

Certified Local Government – Historic Preservation Board

Fran Lehman and Lucille Dumbrell, CLG Historic Preservation Board, met with the Commissioners and discussed a \$1,895.00 cash match requirement for the HAABS-HAER survey of Toomey's Mill. The Historic American Engineering Record (HAER) will produce archival ink on Mylar drawings and photographs of Toomey's Mill for posterity. A motion was made by Commissioner Hunt, seconded by Commissioner Rossman, to authorize Chairman Seeley's signature on the HAABS-HAER Grant Application totaling \$7,300.00. Discussion ensued, carried.

A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to authorize the cash match portion of \$1,895.00 to be paid by Weston County, out of financial administration expenditure, for the HAABS-HAER Grant to archive Toomey's Mill. Discussion ensued, carried.

Assessor's Office

Tina Conklin, County Assessor, met with the Commissioners and discussed signing a Memorandum of Understanding (MOU) between Weston County and the WY Department of Revenue for the CAMA computer program. The MOU would be in place for as long as the software and equipment are utilized in the Assessor's Office. A motion was made by Commissioner Rossman, seconded by Commissioner Shepperson, to authorize Chairman Seeley's signature on the MOU for the CAMA computer system in the Assessor's Office. Discussion ensued, carried. The recorded votes are as follows: Yea: Commissioners: Shepperson, Rossman and Ertman; Nay: Commissioner Hunt.

Budget Amendment – County Road Fund

The hour being 9:45 a.m. Chairman Seeley opened a public hearing to consider a budget amendment. Chairman Seeley called for public comment; hearing none, the public comment portion of the hearing closed at 9:47 a.m. A motion was made by Commissioner Hunt, seconded by Commissioner Shepperson, to approve the budget amendment and transfer

\$5,000.00 from the county road fund to be used as the local match portion of the Buffalo Creek Traffic Study grant. Carried. The hearing was closed at 9:50 a.m.

The meeting recessed at 9:50 a.m. and reconvened at 9:58 a.m. with all present.

Computer Software Agreement – Tyler Technologies

A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to sign a software agreement between Weston County and Tyler Technologies for computer program upgrades for the County Clerk and County Treasurer's Offices. Discussion ensued, carried.

Liquor Licenses

A public hearing to consider the renewal of (10) ten Weston County Liquor Licenses was opened at 10:00 a.m. by Chairman Seeley. Chairman Seeley called for public comment; hearing none, the public comment portion of the hearing was closed at 10:05 a.m. A motion was made by Commissioner Rossman, seconded by Commissioner Hunt, to approve the renewal of Weston County Liquor Licenses for the period July 1, 2014 through June 30, 2015, as advertised. Carried. The following licenses were renewed: Dale T. Stietz, Buckhorn Bar & Grill; Cambria Inn Inc., Flying V Cambria Inn; Susan Loeb, Sagebrush Bar & Lounge; Tim and Rhonda Gordon, West End Bar & Grill; Maha Laxmi Krupa, Inc., Fountain Inn; Joseph J. Gualtieri, Pizza Barn; Frank J. Rawhouser, Canyon Springs Stage Stop Steakhouse; VFW #2516, VFW Club; Cedar Pines Country Club, Upton Golf Association; and James Bau, Beer Hut.

Weston County Event Center

The Commissioners discussed the discovery of new cracks at the Weston County Event Center on the North West corner of the building. Mr. Hunkins, Attorney, has been made aware of the damage and has communicated with Wiss, Janey, Elsnor Associates (WJE), architects for the remediation of the Event Center. No action was taken.

Consensus Projects

The Commissioners discussed funding received for the Biennium Fiscal Year (BFY) 2015-2016. The total allocation was \$1,443,420.00 and was divided as follows: Weston County and the City of Newcastle received \$521,710.00 each; Town of Upton \$200,000.00; Weston County Fire District and Osage Improvement & Service District \$100,000.00 each. The Commissioners revised the project list as follows: 1. Courthouse Improvements \$150,000.00; 2. Youth Exhibit Hall Improvements \$100,000.00; 3. Solid Waste Projects \$211,710.00 and 4. Mallo Water Tank Project Phase II \$60,000.00. The secondary projects are as follows: 1. Law Enforcement/Emergency Operations Center Phase III \$150,000.00; 2. County Shop Fence \$100,000.00; 3. Upton Fairview Road Phase II \$211,710.00 and 4. Mallo Camp Cabin \$60,000.00. Lengthy discussion ensued regarding solid waste facilities, transfer stations and the increasing costs associated with operation. A motion was made by Commissioner Shepperson, seconded by Commissioner Hunt to sign the Consensus Resolution for BFY2015-2016 funding. Carried.

Budget Amendment Hearing – Public Health

A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to set a budget amendment hearing for June 3, 2014, at 10:15 a.m. to consider increasing the general fund in the amount of \$5,000.00 for a Susan G. Komen Breast Cancer Awareness grant received by Public Health. Carried.

Homeland Security / Emergency Management

Doug Jorrey, Homeland Security Coordinator, met with the Commissioners and discussed advertising his position prior to his retirement in July 2014. Mr. Jorrey stated that if the Commissioners were not going to fill the position, there were many duties that would need to be assumed by other departments. The Commissioners agreed the position will be advertised. No action was taken.

United States Forest Service

Jeannette Timm and Steve Kozel, USFS, met with the Commissioners and discussed Weston County becoming a cooperating agency for the Rare Element Resources (RER) project. Mr. Kozel discussed the differences between a formal Memorandum of Understanding (MOU) and a working agreement; stating that a working cooperators agreement would allow Weston

County to be informed on the RER Project, but is less formal than an MOU. The Commissioners discussed the potential endangered species listing of the Northern Long Eared Bat (NLEB). Mr. Kozel stated that if listed, it would create a lot of work for the Forest Service and discussed cave management and vegetation management. No action was taken.

Sheriff's Department

Bryan Colvard, Sheriff, met with the Commissioners and discussed the department's accounts receivables and fees for the month. Sheriff Colvard presented a letter dated May 6, 2014, from Pat Amend, Architect, for the Law Enforcement Emergency Operations Center (EOC). The letter addressed several issues with the HVAC system and changes made to accommodate the people loads and low ceiling space of the facility. Sheriff Colvard discussed issues with insulation in the crawl space under the jail. Sheriff Colvard has received a quote for the repairs totaling \$17,000.00; however, he is waiting for a second quote. No action was taken.

USFS Patrol Grant

A motion was made by Commissioner Rossman, seconded by Commissioner Shepperson, to authorize Chairman Seeley's signature on a cooperative agreement between the USFS and Weston County for Law Enforcement Patrol, on Thunder Basin National Grasslands, in the amount of \$4,300.00. Discussion ensued, carried.

Temporary Law Enforcement Assistance

A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to authorize Chairman Seeley's signature on a temporary law enforcement assistance memorandum of understanding (MOU), which would allow Deputy Sheriff Delane Haynes to attend training in the Cody, WY police department. Discussion ensued, carried.

The meeting recessed at 12:01 p.m. and reconvened at 1:35 p.m. with all present, except Commissioner Hunt, who was not present for the remainder of the meeting.

Road & Bridge Old Shop Roof

Robert Leighton, Leighton Construction, met with the Commissioners and questioned why a payment of \$2,000.00 had not been received. Mamie C. Krank, County Clerk, stated that this was a grant funded project and the payment had been requested, although not received from the grant. The Commissioners requested the payment be pre-paid prior to receiving grant funding. No action was taken.

Weston County Energy Efficient Lighting Project

Jerry Hunt, Contract Engineer, met with the Commissioners for Weston County Energy Efficient Lighting Project bid opening. The Commissioners opened and reviewed two sealed bids received from Mining Electrical Services of Gillette and John's Electric of Newcastle. The Commissioners checked the math and reviewed the options of each bid. A motion was made by Commissioner Shepperson, seconded by Commissioner Ertman, to award the Weston County Energy Efficient Lighting Project to Mining Electrical Services.

A motion was made by Commissioner Shepperson, seconded by Commissioner Ertman, to amend the previous motion as follows: to award the Weston County Energy Efficient Lighting Project to Mining Electrical Services, bid option #2, in the amount of \$166,345.00. Discussion ensued, carried.

The meeting recessed at 2:10 p.m. and reconvened at 2:20 p.m. with all present.

Weston County Energy Efficient Lighting Project

A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to authorize Chairman Seeley's signature on a Notice of Award to Mining Electrical Services (MES) for the Weston County Energy Efficient Lighting Project. Carried. Jerry Hunt, Contract Engineer, explained that pre-authorization of the Notice to Proceed for the Weston County Energy Efficient Lighting Project may speed up the time frame for completion of the project. A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to authorize Chairman Seeley's signature on a Notice to Proceed for Mining Electrical Services, once the proper documents are received by Weston County. Discussion ensued, carried.

Youth Services Agreement

A motion was made by Commissioner Rossman, seconded by Commissioner Shepperson, to sign the Youth Services Agreement between Weston County, City of Newcastle and School District #1 for Fiscal Year 2015 in the amount of \$46,946.08. Discussion ensued, carried.

The meeting recessed at 3:00 p.m. and reconvened at 3:07 p.m. with all present.

Rare Element Resources

Mike Finn, Rare Element Resources, met with the Commissioners and discussed the scoping meeting and comments to be analyzed by the US Forest Service. Mr. Finn thanked the Board for past and future support of the project. No action was taken.

Mallo Camp Board

Ted Ertman, Mallo Camp Board Member, met with the Commissioners and invited them to attend a barbeque at Mallo Camp on June 3, 2014, after their meeting. The Board thanked Mr. Ertman for the invitation. No action was taken.

The meeting recessed at 3:18 p.m. and reconvened at 3:23 p.m. with all present.

WIC Contract

A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, authorizing Chairman Seeley's signature on a WIC Contract for Fiscal Year 2015 in the amount of \$10,000.00. Carried.

Elected Official Salaries

A motion was made by Commissioner Rossman, seconded by Commissioner Shepperson, to adopt a resolution to set the Elected Official Salaries for the years 2015-2018 pursuant to W.S. 18-3-107 as follows: Clerk, Treasurer, Assessor, Clerk of District Court, Sheriff and Attorney \$50,000.00 per year; Commissioners \$12,000.00 per year; Coroner \$12,000.00 per year. Carried.

Employee Raises

A motion was made by Commissioner Ertman, seconded by Commissioner Rossman, to approve a .50 cent per hour raise for Weston County Employees, including the Fair and Library Board employees. Carried. Contract employees will be considered on a case by case basis.

Emergency Management/Homeland Security Coordinator

A motion was made by Commissioner Shepperson, seconded by Commissioner Ertman, to advertise to fill the position of Emergency Management Coordinator for Weston County. Carried.

The meeting recessed at 4:25 p.m. and reconvened at 4:32 p.m. with all present.

The Commissioners discussed budget requests received from several County departments.

There being no further business to come before the Commission the meeting adjourned at 5:02 p.m.

Attest: Mamie C. Krank
County Clerk

Lenard D. Seeley
Chairman