

June 7, 2011

The regular meeting of the Weston County Commissioners convened at 8:59 a.m. with Chairman Tom W. Bruce presiding. Present for the meeting were Commissioners: Tom W. Bruce, Marty Ertman, Lenard D. Seeley, Jerry Shepperson and County Clerk, Mamie C. Krank. Commissioner Randy Rossman was absent for the meeting.

Good of the Order

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

Tourism Signs - Weston County Event Center

Chairman Bruce read aloud a letter addressed to the Wyoming Department of Transportation, authorizing the design and fabrication of tourism signs for the Weston County Event Center. This is a joint effort between Weston County, the Friends of Fair, and the Fair Board; at a cost of approximately \$350.00 to each entity. A motion was made by Commissioner Shepperson, seconded by Commissioner Seeley, to authorize Chairman Bruce to sign the letter. Motion carried.

Gravel Agreement

Kenneth Hunter signed a gravel usage agreement with Weston County and wrote a check in the amount of \$2,000.00, as a donation to be used for gravel to upgrade the Cheyenne River Road, an existing County road. The inducement for Mr. Hunter to enter into this agreement is to obtain gravel for the Cheyenne River Road sooner than the County might have otherwise been able to gravel the road. After discussion, a motion was made by Commissioner Shepperson, seconded by Commissioner Seeley, to accept the funds and have the gravel usage agreement signed by Chairman Bruce. Carried.

Approve Minutes

A motion was made by Commissioner Shepperson, seconded by Commissioner Seeley, to approve the minutes of the last regular meeting held on May 17, 2011, and the minutes of two Special Budget Meetings held on May 24, 2011, and May 31, 2011. Motion carried.

Cancellation of Taxes

Tina Conklin, Assessor, met with the Commissioners to discuss Wyoming Pipeline, a branch of the Refinery. Wyoming Pipeline is a state assessed entity and the state determines their valuation. Through research Mrs. Conklin discovered that Wyoming Pipeline overpaid taxes to Weston County and a refund of approximately \$10,000.00 is due for last year. The Commissioners agree that a rebate will be issued.

Courthouse Mold

Tina Conklin, Assessor, discussed the issue of mold found in her office ceiling tiles and walls. While there is no active leak known, Mrs. Conklin believes that past leaks have caused ongoing mold problems. Commissioner Shepperson suggested calling the Weed & Pest Department to gain information about fungicides and any suggested remedy. The Commissioners asked to be kept informed on this issue.

Accept Collections

A motion was made by Commissioner Shepperson, seconded by Commissioner Ertman, to accept the collections of the County Clerk in the amount of \$7,928.25, and the collections of the District Court in the amount of \$1,700.50. Motion carried.

Board Appointment

CLG Historic Preservation Board: A motion was made by Commissioner Shepperson, seconded by Commissioner Ertman, to appoint James Martens to a three year term on the CLG Historic Preservation Board, ending January 2014. Carried.

Malt Beverage Permit

A motion was made by Commissioner Ertman, seconded by Commissioner Shepperson, to approve a twenty-four hour malt beverage permit for the Osage Fireman's Ball to be held on June 11, 2011, in Osage, WY. Motion carried.

Women Infants & Children (WIC)

The Commissioners received a contract for Fiscal Year 2012 funding of WIC in the amount of \$10,900.00. A motion was made by Commissioner Shepperson, seconded by Commissioner Ertman, to sign the Women Infants & Children contract. Carried.

United States Forest Service (USFS) Grant Patrol

The Commissioners received an agreement for Fiscal Year 2012 funding in the amount of \$4,900.00, for the USFS Cooperative Law Enforcement Patrol. A motion was made by Commissioner Seeley, seconded by Commissioner Shepperson, to sign the agreement and return the document to the Sheriff's Department. Carried.

Public Hearing – Sheriff Serving Process Fees

The hour being 10:00 a.m. Chairman Bruce opened a public hearing to set the serving of process fee as authorized under Wyoming Statute 18-3-608 for civil cases. Chairman Bruce called for public comment, hearing none the public comment portion of the hearing was closed. A motion was made by Commissioner Shepperson, seconded by Commissioner Ertman, to set the fee at \$50.00, effective July 1, 2011. Carried. The hour being 10:02 a.m. Chairman Bruce closed the Public Hearing.

The meeting recessed at 10:03 a.m. and reconvened at 10:13 a.m. with all present.

Budget Amendment Hearing – Library

The hour being 10:15 a.m. Chairman Bruce opened a Budget Hearing to consider increasing the general fund portion of the budget because of unanticipated interest earned on a Library Amendment Fund account in the amount of \$132.00 and allocate the funds to an expenditure account. Chairman Bruce called for public comment, hearing none the public comment portion of the hearing was closed. A motion was made by Commissioner Shepperson, seconded by Commissioner Ertman to approve the budget amendment. Motion carried. The hour being 10:17 a.m. Chairman Bruce closed the hearing.

ARRA Mallo Camp Retrofit Project

The Commissioners discussed the bids previously submitted for the Mallo Camp Retrofit Project, which were reviewed at the May 17, 2011 meeting. After discussing concerns, the Commissioners decided not to accept any of the bids previously received. They agree that the project needs to be re-advertised; all new bids should be sealed and submitted to the County Clerk's Office by July 1, 2011, at 4:30 p.m. The bids will be opened by the Commissioners at their regular meeting on July 5, 2011.

USDA Forest Service Master Easement

The Commissioners discussed a letter received from the USDA Forest Service, granting easements to Weston County on existing County roads which cross through Forest Service lands. The Commissioners unanimously agreed to accept the Right of Way Easements and scoping notice from the United States Forest Service. A letter will be drafted by the County Clerk, Mamie C. Krank, in response to this notice.

Library – Newcastle Branch

The carpet at the Newcastle Branch Library is believed to be contracting and expanding because of a glue issue and humidity. This has been an ongoing problem which has been investigated in the past. The Commissioners decide to contact Brenda Ayres, Library Director, to discuss the issue further. No action was taken.

The meeting recessed at 11:35 a.m. and reconvened at 11:38 a.m. with all present.

United States Forest Service (USFS) Coordination

A letter drafted by the American Stewards of Liberty, requesting a coordination meeting with Phil Cruz of the USFS, was read aloud by Chairman Bruce. Discussion ensued regarding the scheduling of said meeting on August 9, 2011 at 1:00 p.m. or August 23, 2011 at 1:00 p.m., at the Weston County Courthouse Commissioners' Room. The Commissioners requested a reply from Mr. Cruz by June 20, 2011, if the scheduled date or time is not agreeable. A motion was made by Commissioner Seeley, seconded by Commissioner Shepperson, to authorize

Chairman Bruce's signature on the letter. Carried. The letter was signed and mailed on June 7, 2011.

The meeting recessed at 12:03 p.m. and reconvened at 1:22 p.m. with all present.

United States Fish and Wildlife Service (USFS) Coordination

A letter drafted by the American Stewards of Liberty requesting a coordination meeting with Mark Sattelberg, Field Supervisor (USFWS), was read aloud by Chairman Bruce. Discussion ensued regarding the scheduling of said meeting on August 9, 2011, at 9:00 a.m. The Commissioners requested a reply from Mr. Sattelberg by June 20, 2011, if the scheduled date or time is not agreeable. A motion was made by Commissioner Shepperson, seconded by Commissioner Seeley, to authorize Chairman Bruce's signature on the letter. Carried. This letter was signed and mailed on June 7, 2011.

WYDOT – State Transportation Improvement Program (STIP)

Mark Gillett, District Engineer, Ronda Holwell, District Specialist, James Evensen, Traffic Engineer, and Ted Ertman, Transportation Commissioner, met with the Commissioners to discuss the Wyoming Department of Transportation State Transportation Improvement Program. A power point presentation was given to the Commissioners. Because of funding cuts, WYDOT has a strategy to reduce the decline in Wyoming road conditions and optimize dollars by changing from an improvement plan to a preservation plan. An improvement plan includes expensive reconstruction projects, while a preservation plan focuses on surface preservation and maintenance. Mr. Gillett stated that approximately 63% of all construction funding will be spent on pavement preservation by the year 2015. The Commissioners thanked the group for the presentation and information.

The meeting recessed at 2:30 p.m. and reconvened at 2:52 p.m. with all present.

Weston County Event Center

Shawnda Morrison, Friends of Fair, stood in for Rick Wehri, Fair Board Member, to discuss the Weston County Event Center grant with the Commissioners. Questions were raised regarding the funds remaining in contingency once the building is completed. The Commissioners agree that any money left in the allocation may be used to purchase appliances and kitchen upgrades. The commercial steamer that was purchased for the Event Center needs to have an industrial fan installed overhead at an additional cost. The Commissioners discussed trading the steamer in for a more economical dishwasher. Mrs. Morrison will update the Commissioners on the progress and changes if any. No action was taken.

Consensus Projects

Ray Pacheco, Growth & Development Coordinator, met with the Commissioners to go over the list of projects provided for the 2011 Consensus funding. Mr. Pacheco will retype the priority list including secondary projects for Weston County and report back to the Commissioners. No action was taken.

County Road Damage- Flooding

Rick Williams, Road & Bridge Foreman, presented photos of damage to county roads due to flooding. The Skull Creek Road, Plum Creek Road, Cheyenne River Road, and Oil Creek Road were discussed as having flood and culvert damage. An engineer will need to review some of the county roads to determine what corrective action is necessary. Mr. Williams also presented a bid to the Commissioners received from Dan Hart Patrol Services for repairs to the Ponderosa Road out of Upton. A motion was made by Commissioner Seeley, seconded by Commissioner Shepperson, to accept the bid from Dan Hart Patrol Services in the amount of \$13,820.00 for repairs needed on the Ponderosa Road. Motion carried. Mr. Williams reported that he had bladed Big Plum Creek Road, but the road was still in need of repairs. Mr. Williams and the Commissioners discussed the progress of gravel crushing at the Tenke Pit. Weston County has ordered 15,000 tons and will buy more as needed.

The meeting recessed at 4:07 p.m. and reconvened at 4:15 p.m. with all present.

Subdivision Improvement Agreement (SIA)

Ray Pacheco, Growth & Development Coordinator, members of the Planning & Zoning Board: Joe Sandrini, Rick Dunford, Jerry Varner, and County Attorney, Don Hansen, met with the Commissioners to discuss the Subdivision Improvement Agreement (SIA). Don Hansen, County Attorney, pointed out some areas of concern in the document and verbiage which may inadvertently increase Weston County's liability. Verbiage changes were discussed and agreed upon by the Commission and County Attorney. The Commissioners asked Mr. Pacheco to present an updated version of the agreement to the County Attorney as well as the Board of Commissioners, once completed. No action was taken.

Approve Vouchers

A motion was made by Commissioner Shepperson, seconded by Commissioner Ertman, to approve the vouchers as presented. Motion carried. They are as follows:

066 NCPERS, financial admin, \$272.00, AFLAC, payroll ded, \$1,951.65, Blue Cross Blue Shield, financial admin, \$46,669.72, Dept of Employment, financial admin, \$2,490.58, Office of Child Support, payroll ded, \$175.00, Orchard Trust, payroll ded, \$1,150.00, WEBT, financial admin, \$174.75, Weston County Clerk, financial admin, \$36,934.57, WY Child Support, payroll ded, \$514.00, WY Retirement System, financial admin, \$22,799.54, WY Retirement System, financial admin, \$566.97, Hermes Consolidated Inc, gas/oil, \$27,989.61, Nesco, repair/maint, \$338.30, Paul Reed Construction & Supply Inc, fair bldg exp, \$106,982.64, Schutz Foss Architects PC, fair bldg exp, \$2,710.52, Hermes Consolidated Inc, gas/oil, \$27,184.72, Unemployment Tax Division, unemployment, \$9,262.32, Paul Reed Construction & Supply Inc, fair bldg exp, \$193,439.24, A&B Welding Supply Co, repair/maint, \$48.24, A&J Supply LLC, repair/maint, \$28.99, Aaron D. Hesper, coroner exp, \$250.00, Ad Pro, supp/janitor supp, \$1,265.03, Alert Inc, school exp, \$790.00, All Clear Windows, repair/maint, \$80.00, Alltel, comm, \$794.55, Alpha Communications, tower rent, \$55.00, AlSCO, janitor supp, \$100.72, American Stewards of Liberty, financial admin, \$1,500.00, Apex Technology Solutions, comp software, \$1,100.00, Bailey Terry, ag workshop training/salary, \$400.00, Best Business Products, copier maint, \$286.45, Black Hills Chemical & Janitorial, brd of prisoners, \$179.13, Black Hills Plumbing, repair/maint, \$703.60, Black Hills Power, util, \$2,354.28, Black Hills Printing & Signs, officer equip, \$521.60, Tom W. Bruce, mile/trvl, \$190.00, BulletProofMe.com, uniforms/new equip, \$1,270.00, Butler Machinery Co, repair/maint, \$16,413.72, Byrand Streeter, contract wages, \$1,020.87, C&J Newcastle Hardware, janitor supp/jail medical, \$176.07, Cambria Supply, repair/maint, \$513.87, Casey Thorson, janitor supp, \$670.00, City of Newcastle, util/dispatch/pub def/p-hlth, \$4,626.66, Civil Air Patrol Magazine, misc, \$245.00, Clerk of District Court, supp, \$224.99, Clinical Lab of Black Hills PC, autopsies, \$530.00, Collins Communications Inc, hmlnd sec exp, \$3,650.00, Consolidated Services, repair/maint, \$134.00, Courtney Mathews, ag salary, \$240.00, CRA Payment Center, repair/maint, \$8.36, Crutchfield, p-hlth exp, \$37.98, CSPI/Nutrition Action Healthletter, ag exp, \$20.00, Culligan Water Conditioning, misc, \$75.50, Dales Tire & Retreading, new equip, \$12,279.48, Decker's Food Center, supp/brd of prisoners, \$82.33, Division of Criminal Invstgtn, srch & rscue, \$15.00, Dixon Bros Inc, oil/gas/lube, \$351.56, Drive Train Industries Inc, oil/gas/lube, \$68.59, Election Systems & Software Inc, election supp, \$4,673.00, Emergency Communications Network, hmlnd sec exp, \$7,500.00, Federal Publishing, misc, \$278.50, Fisher Sand & Gravel, grvl/rd material, \$295.92, Focus, focus, \$1,125.00, Gateway Auto Supply, repair/maint, \$409.47, Globalstar USA, hmlnd sec exp, \$2,209.23, Golden West Technologies, hmlnd sec exp, \$647.60, Grimm's Pump & Industrial Supply, repair/maint, \$72.58, Handcuff Warehouse, law enf exp, \$1,549.00, Hansen & Peck, office exp, \$3,333.33, Illinois Fire & Police Equipment, officer equip, \$2,640.00, Intermountain Record Center, record retention, \$144.25, Jerry Shepperson, mile/trvl, \$210.00, Johns Electric, p-hlth exp, \$105.00, Judith Lorenz, mile/trvl, \$170.00, KASL, p-hlth exp, \$712.75, Lenard D. Seeley, mile/trvl, \$100.00, Lichen Research Center, comp software, \$1,000.00, Lori Bickford, mile/trvl/post/freight, \$431.75, Lucille Dumbrill, mile/trvl, \$172.00, Mamie C. Krank, school exp, \$263.31, MasterCard, school exp, \$1,210.23, Max Masters, gis land records, \$1,700.00, Michelle Sweet, mile/trvl, \$61.50, Midwest Cancer Screening, p-hlth med supp, \$39.50, Mike Turner, mile/trvl, \$307.66, Minuteman Lube Center, veh maint, \$105.00, Mountain States Lithographing, financial admin, \$172.76, National 4-H Council Supply, ag exp, \$45.40, Newcastle Ambulance Service, ambInc, \$2,708.33, Newcastle Chamber of Commerce, chamber, \$875.00, Newcastle Motors, veh maint, \$211.20, News Letter Journal, print/publ/supp, \$740.69, Northern WY Mental Health, mental hlth services,

\$2,500.00, Outlaw Motors, officer equip, \$2,581.20, Pamida, janitor supp/jail medical/p-hlth exp, \$528.62, Phil's Tire, hmlnd sec exp, \$420.00, Pitney Bowes Inc, misc, \$794.67, Plainsman, supp, \$1,513.86, Powder River Energy Corp, util, \$880.24, Power Plan OIB, repair/maint, \$3,596.99, Randy Rossman, mile/trvl, \$36.00, Ringer Law PC, spec attny, \$138.00, Roadrunner Disposal Service, util, \$55.00, Robert Kenney, coroner exp, \$250.00, Roger Hespe, coroner exp/mile/trvl, \$494.60, RT Communications, comm, \$1,941.85, Schutz Foss Architects PC, fair bldg exp, \$5,400.00, Servall Uniform/Linen Co, repair/maint, \$176.07, Source Gas, util, \$1,059.31, Susan K. Overman, school exp, \$566.50, Tina Conklin, school exp, \$84.00, Top Office Products, p-hlth/repair/maint/brd of prisoners, \$1,124.27, Upton Ambulance, ambInc, \$2,500.00, Urbin & Patterson LLP, spec attny, \$900.12, Vaisala Inc, awos, \$449.00, Verizon Wireless, p-hlth exp, \$61.39, VISA, school exp/p-hlth, \$1,569.79, WCS, comm, \$194.90, West End Water District, util, \$60.00, West Payment Center, law library, \$602.00, WC Children's Ctr, child center, \$3,750.00, WC 4-H Council, ag exp, \$198.35, WC Gazette, print/publ, \$949.75, WC Health Services, invol. Commit, \$2,540.35, WC Library, library, \$2,112.89, WC Natural Resource Dist, natural resource, \$125.00, WC Road & Bridge, veh maint/fuel, \$4,237.82, William Taylor, mile/trvl, \$6.50, Wireless Advanced Communications, radio exp/supp/veh maint, \$747.50, Woody's Food Center, p-hlth exp, \$24.30, WY Automotive Co, repair/maint, \$282.84, WY Brand Industries, brd of prisoners, \$352.68, WY Clerk of Dist Crt Assoc, fees/trans, \$15.00, WY Co Commissioners Assoc, financial admin, \$4,534.00, WY County Assessors Assoc, school exp, \$160.00, WY Dept of Transportation, srch & rscue, \$20.00, WY Health Council, p-hlth exp, \$415.51, WY Honor Conservation Camp, brd of prisoners, \$2,455.60, WY Law Enforcement Academy, school exp, \$355.00, WY Machinery Co, repair/maint, \$22.42, WY Network, financial admin, \$200.00, WY Public Health Laboratory, p-hlth exp, \$144.00. Net Payroll \$130,094.47.

There being no further business to come before the Commissioners, the meeting adjourned at 6:00 p.m.

Attest: County Clerk
Mamie C. Krank

Tom W. Bruce
Chairman