

July 1, 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**

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

#### **Approve Minutes**

A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to approve the minutes of the regular meeting held June 17, 2014, and a special meeting held June 27, 2014, as published. Carried.

#### **Prairie Dog Management**

Chairman Seeley read aloud a letter received from Steven Kozel, Forest Supervisor, regarding a Memorandum of Understanding (MOU) between Weston County and the Medicine Bow-Routt National Forest Thunder Basin National Grassland (TBNG) for prairie dog management stating that Weston County's right to sue was understood. A motion was made by Commissioner Ertman, seconded by Commissioner Shepperson, to sign the MOU between Weston County and the TBNG with the letter from Mr. Kozel attached to the agreement. Carried.

#### **Accept Collections**

A motion was made by Commissioner Hunt, seconded by Commissioner Rossman, to accept the collections of the District Court in the amount of \$1,410.97; and the collections of the County Clerk in the amount of \$12,314.75. Carried.

#### **Child Support Enforcement Agreement**

A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to accept and sign a Child Support Enforcement Agreement between the WY Department of Family Services and the Weston County Clerk of District Court for the period July 1, 2014 to June 30, 2016. Carried.

The meeting recessed at 9:39 a.m. and reconvened at 9:45 a.m. with all present.

#### **Breakneck Road Survey**

A motion was made by Commissioner Rossman, seconded by Commissioner Shepperson, to approve a quote from Tri Star Surveying in the amount of \$1,350.00 to survey a portion of the Breakneck Road. Discussion ensued, carried.

#### **Catering Permits/Second Dispensing Room**

A motion was made by Commissioner Rossman, seconded by Commissioner Shepperson, to approve two (2) catering permits for the Flying V Cambria Inn. The first is for the Sturgis Rally from August 2-9, 2014; and the second is for a wedding on August 16, 2014. Carried.

#### **Prairie Hill Farms LLC Single-Land Division**

Jim Thares, Prairie Hill Farms LLC, met with the Board and discussed a single-land division. Chairman Seeley questioned if the Planning & Zoning Board had approved the division. Mamie C. Krank, County Clerk, stated that the single-land division had been approved by the Planning & Zoning Board and all paperwork was in order. A motion was made by Commissioner Rossman, seconded by Commissioner Hunt, to approve the single-land division issued to Prairie Hill Farms LLC. Discussion ensued, carried.

The meeting recessed at 10:32 a.m. and reconvened at 10:38 a.m. with all present.

#### **United States Forest Service**

Sherri Schwenke, Hell Canyon District Ranger, met with the Commissioners and related that Dennis Jaeger will replace Phil Cruz as Forest Supervisor in August of 2014. Ms. Schwenke discussed the upcoming fire season and the need to sign a new Mountain Pine Beetle (MPB) agreement. Ms. Schwenke discussed the Tekla-Osage Transmission line project and a possible

signed agreement by December 2014. Ms. Schwenke related that the comment period for the Northern Long Ear Bat has been extended an additional six months. No action was taken.

#### **Road & Bridge - Old Shop Roof Project**

A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to authorize Chairman Seeley's signature on a Certificate of Substantial Completion for the Road & Bridge Old Shop Roof Project completed by Leighton Construction. Discussion ensued, carried.

#### **Computer Assisted Mass Appraisal (CAMA)**

A motion was made by Commissioner Shepperson, seconded by Commissioner Ertman, to authorize Chairman Seeley's signature on an updated Memorandum of Understanding (MOU) between the WY Department of Revenue, Weston County and the Weston County Assessor for Computer Assisted Mass Appraisal (CAMA). Carried.

#### **Gravel Agreement**

A motion was made by Commissioner Shepperson, seconded by Commissioner Ertman, to sign an agreement between the Wyoming Department of Transportation and Weston County for the purchase of reject gravel. Carried.

The meeting recessed at 11:13 a.m. and reconvened at 11:20 a.m. with all present.

#### **Public Health Nurse Contract**

A motion was made by Commissioner Rossman, seconded by Commissioner Shepperson, to approve a contract for Public Health Nursing Emergency Preparedness in the amount of \$14,400.00 for Fiscal Year 2015. Discussion ensued, carried.

#### **Weston County Health Officer**

A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to approve a contract between the Wyoming Department of Health and Weston County for the Weston County Health Officer in the amount of \$9,600.00 for Fiscal Year 2015. Carried.

#### **Child Support Authority Board**

A motion was made by Commissioner Shepperson, seconded by Commissioner Hunt, to accept a letter of interest and re-appoint Randy Rossman to a second term on the Child Support Authority Board. Carried.

#### **Sheriff's Department**

Bryan Colvard, Sheriff, met with the Commissioners and discussed accounts receivable and sheriff fees for the month. Sheriff Colvard discussed the IT Room expansion project in the Law Enforcement Center. Sheriff Colvard stated that Patrick Amend, Architect for the Emergency Operations Center (EOC) remodel, has sent the plans for the EOC to the State Fire Marshalls' Office. No action was taken.

The meeting recessed at 11:55 a.m. and reconvened at 1:30 p.m. with all present.

#### **Letter of Resignation – Dean Kettley**

A motion was made by Commissioner Shepperson, seconded by Commissioner Ertman, to accept a letter of resignation from Dean Kettley, Fairgrounds Manager, with regret and send a letter of appreciation for Mr. Kettley's service to Weston County. Carried.

#### **Consensus Funding BFY2015-2016**

A motion was made by Commissioner Ertman, seconded by Commissioner Rossman, to authorize Chairman Seeley's signature on a Joint Resolution between Weston County, the City of Newcastle, and the Town of Upton, for the BFY2015-2016 Consensus Funding. Carried.

#### **Weston County Event Center**

The Commissioners discussed the next step in the process for the Weston County Event Center. The Commissioners decided to contact Ray Hunkins, Attorney, to schedule a conference and contact Wiss, Janney, Elstner Associates Inc. (WJE) for a list of items for the Board's consideration, as discussed in the meeting of June 27, 2014. No action was taken.

### **Solid Waste**

Chairman Seeley discussed a solid waste meeting he attended on June 30, 2014, at the Newcastle City Council Chambers. Chairman Seeley discussed the option of a solid waste transfer station to serve the County. The Board discussed possible transfer station locations and creating a county-wide solid waste district. The City of Newcastle currently charges five cents per pound or \$20.00 per ton; Casper charges \$35.00 per ton plus transportation. Chairman Seeley stated that a transfer station in Osage would cost approximately \$50,000.00, Upton would cost over \$100,000.00 and the City of Newcastle would be over \$1,000,000.00. No action was taken.

### **Homeland Security/Emergency Management**

Doug Jorrey, Homeland Security Coordinator, met with the Commissioners and discussed the position's replacement after his retirement. The Board asked how much supervision the Department of Homeland Security had over the position within the County. Mr. Jorrey stated that although statutes have to be followed, especially when accepting federal funding, the main job of the County Coordinator falls under the direction of the Board of Commissioners. Mr. Jorrey explained that one of the biggest tasks he has undertaken is to write an emergency plan for Weston County. The emergency plan determines who will be the incident commander for each type of emergency (flood, fire, weather, hazmat etc.) and requires coordination with various departments and entities throughout Weston County. Mr. Jorrey was thanked for the information, no action was taken.

The meeting recessed at 2:37 p.m. and reconvened at 2:56 p.m. with all present.

### **Emergency Management Coordinator**

The Commissioners reviewed applications received for the position of Emergency Management Coordinator. Five applicants were selected and will be interviewed. No action was taken.

### **Road & Bridge Department**

Rick Williams, Road & Bridge Foreman, met with the Commissioners and discussed equipment and several complaints received for dust control on Barton and Buffalo Creek Roads. Mr. Williams informed the Board of a water run-off issue on Skull Creek Road due to the recent rains. No action was taken.

### **Contract Engineer**

Road & Bridge Old Shop Roof: Jerry Hunt, Contract Engineer, met with the Commissioners and discussed the completion of the Road & Bridge Old Shop Roof Replacement Project. Mr. Hunt stated that a walk in door, new windows and a lean-to on the fuel side of the building are needed to finish upgrading the building. Mr. Hunt discussed possible upgrades to the fuel tank/filling station at the Road & Bridge shop. Energy Efficient Lighting Project: Mr. Hunt stated that Mining Electrical Services (MES) has sent all plans for the Energy Efficient Lighting Project to the State Fire Marshall for approval. 2012 CMAQ: Mr. Hunt presented a letter which outlined a ninety day time frame to complete the 2012 CMAQ grant funding for dust suppression on County roads. Weston County Event Center: Mr. Hunt stated that he believes WJE's recommendations are viable, although he raised concerns about long term use of the building and the unlevel floor. Mr. Hunt recommended that the Board request an estimate for repairs to the Weston County Event Center. No action was taken.

### **Weston County Fair Board**

A motion was made by Commissioner Shepperson, seconded by Commissioner Hunt, to increase the Weston County Fair Board cash reserve by \$10,000.00 from \$18,000.00 to \$28,000.00 for Fiscal Year 2015. Carried.

### **Special Meeting**

Chairman Seeley called a special meeting for July 8, 2014, beginning at 9:00 a.m. to interview candidates for the position of Emergency Management Coordinator.

### **Approve Vouchers**

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

066 NCPERS, financial admin, \$304.00, AFLAC, payroll deed, \$1,678.58, Blue Cross Blue Shield, financial admin, \$57,153.48, Office of Child Support, payroll deed, \$175.00, Orchard Trust, payroll deed, \$1,170.00, WEBT, financial admin, \$182.90, Weston County Clerk, financial admin, \$42,458.72, WY Child Support, payroll deed, \$1,175.00, WY Dept of Workforce Services, financial admin, \$2,934.61, WY Retirement System, financial admin, \$24,437.37, WY Retirement System, financial admin, \$613.98, Great Western Tire Co., veh/maint/fuel, \$704.00, Hermes Consolidated Inc, oil/gas, \$53,359.72, Collins Communication Inc., hmlnd sec, \$3,180.00, WY Machinery Co., equip, \$243,810.00, Leighton Construction, roof replacement, \$53,403.75, Karmas Lee & Jackson, buffalo creek traffic study, \$13,787.79, Bear Lodge Engineering, mallo camp improvements, \$13,050.00, Kone, maj repairs, \$2,159.00, Wyoming County Assessor's Assoc., association dues, \$165.00, Wisers, Jenney, Lester, Assoc., eng. serve, \$9,059.59, Transect Truck Trailer, equip. dep., \$73,000.00, Ad Pro, office supplies, \$2,791.71, Air Delights, p-hlth supply, \$316.74, Air soft Holding, LLC, office equip, \$971.94, Alert Magazine LLC, p-hlth, \$145.00, Alice Tratebas, hist pres brd, \$287.20, All Clear Windows, misc, \$97.00, Alpha Communications, tower rent, \$55.00, AlSCO, janitor supp, \$13.00, American Lands Council, financial admin, \$1,000.00, AT&T Mobility, comm., \$1,542.9, Becky Hadlock, trvl expense, \$83.50, Black Hills Chemical & Janitorial, repair/maint, \$2,509.21, Black Hills Plumbing, repair/maint, \$11,750.00, Black Hills Power, util, \$3,030.36, Black Hills Printing & Signs, repair/maint, \$154.99, Bryan Colvard, mile/trvl, \$126.87, Byrand Streeter, contract wages/repair/maint, \$1,071.88, C&J Newcastle Hardware, repair/maint, \$606.20, Cambria Car Wash, veh maint, \$100.00, Cambria Supply, repair/maint, \$2,204.76, Casey Thorson, janitor supp, \$1,040.00, Chemical Testing Program, supp, \$66.00, City of Newcastle, util/dispatch/pub def/p-hlth exp, \$5,730.95, Clinical Lab of Black Hills PC, coroner, \$1,629.00, Colorado Customware Users Group, misc, \$150.00, Comtronix, p-hlth, \$81.00, Crescent Sales, hmlnd sec, \$266.00, Culligan Water Conditioning, misc, \$15.00, Debra Holt, hmlnd sec, \$653.67, Decker's Market, supp, \$91.77, Devon McLeod, gen ag/hmlnd sec, \$84.13, Dixon Bros Inc, oil/gas, \$556.71, Double D Obsolete Parts, repair/maint, \$784.30, Election Center, supp, \$662.00, Family Dollar Store, supp, \$8.95, Fastenal Company, repair/maint, \$269.98, Fisher Sand & Gravel, gravel, \$591.75, Frontier Home Ranch & Hardware, repair/maint, \$1,022.56, FSU Center For Prevention & Early Intervention Policy, p-hlth \$960.00, Gateway Auto Supply, repair/maint, \$89.19, GDA, airport runway repair, \$2,300.00, Godfrey's Brake Service, repair/maint, \$2,636.14, Golden West Technologies, new equip/comp software, \$5,861.60, Golz Asphalt Sealing Inc., maj rep, \$10,935.14, Great Western Tire Co, repair/maint, \$8,370.29, Grimm Pump & Industrial Supply, oil/gas/lube \$141.63, Hansen & Peck, office exp, \$4,250.00, Health Education Associates, immuniz, \$1,891.75, Hillyard, supp, \$131.10, Intab, elect supp, \$142.10, Jacks Truck & Equipment, repair/maint, \$282.51, Jerry Shepperson, mile/trvl, \$84.00, Jodi Brooks, spec proj wic, \$285.98, John W Lambert II, repair/ maint, \$10.14, Johns Electric, maj rep, \$4,125.00, KASL, p-hlth exp/ag comm., \$1,588.80, Kone, repair/maint, \$2,684.96, Lenard Seeley, mile/trvl, \$362.00, Lichen Research Center, comp software, \$1,240.00, Lori Bickford, p-hlth exp, \$560.26, Lucille Dumbrell, hist pres, \$15.00, Lyle Signs, supp, \$182.45, Maingate Inc, p-hlth exp, \$528.00, MasterCard, mile/trvl, \$612.62, Max Masters, gis land rec, \$1,900.00, Maxine Kaul, hist pres, \$128.02, Mining Electrical Services, contrct/equip/lbr \$62.50, Minuteman Lube Center, veh maint/fuel, \$196.00, Moore Medical LLC, immuniz, \$978.62, Motor Power Equipment, repair/maint, \$25,392.24, Mountain States Lithographing, supp, \$162.82, Neve's Uniforms Inc, uniforms, \$121.50, Newcastle Ambulance Service, ambInc, \$1,458.33, Newcastle Motors, veh maint/fuel/eqp prchs-dprctn, \$72,016.76, News Letter Journal, print/publ/supp/p-hlth exp, \$4,805.33, Noodle Soup Weingart Design, pub-hlth, \$283.25, Outlaw Motors, repair/maint, \$65.00, Plainsman, supp, \$1,274.14, Postmaster, post/freight \$147.00, Powder River Energy Corp, util, \$1,022.93, Power Plan, repair/maint, \$578.20, R&S Northeast LLC, pub-hlth grant, \$339.32, Randy Rossman, mile/trvl, \$24.00, Regional Health, coroner \$406.00, Regional Medical Clinics, jail medical, \$126.00, Reserve Acct-Pitney Bowes, post/freight, \$2,510.00, Ringer Law PC, special attny, \$954.00, RT Communications, comm, \$2,227.31, Safety-Kleen Corp., repair/maint, \$347.20, Salina Suess-Baker, wkshp trng, \$50.00, Securus, inmate program, \$319.32, Servall Uniform/Linen Co, repair/maint, \$225.44, Shopko, supplies, \$43.97, Short Stop, oil/gas/lube, \$865.43, Source Gas, util, \$291.03, Stacy Madden, ag exp, \$107.89, Thomson Reuters, misc law library, \$460.43, Timberline Services, grvl/rd mtrl, \$37,895.04, Top Office Products, misc/brd of prisoners/p-hlth exp, \$7,324.66, Town of Upton, community center/landfill, \$2,875.00, True North Steel, Imbr/clvrts/brdg, \$1,4385.67, True Tech Diesel Service, maint/fuel, \$975.00, University of WY, repair/maint, \$190.00, Upton Co-op, Imbr/clvrts/brdg, \$1,200.00, Urbin Law Office LLC, special attny, \$49.25, Verizon Wireless, p-hlth exp, \$214.17, Vicki Hayman, gas/oil, \$105.00, VISA, p-hlth/miles/trvl, \$455.33, WCS, comm, \$177.10, Wesco Gas, util,

\$2,180.69, West End Water District, util, \$60.00, WC 4-H Council, ag exp, \$1,263.01, WC Gazette, p-hlth exp, \$61.00, WC Natural Resource Dist, nat res grd, \$125.00, WC Road & Bridge, veh maint/fuel, \$4,707.49, WC Sheriff's Office, post/freight, \$17.72, WC True Value, repair/maint, \$134.85, Weston Engineering Inc, engineer srvs, \$1,000.00, Wheeler Lumber, Imbr, clvrts/brdg, \$27,888.00, Wilder Graphic Design, srch & rscue, \$986.00, Wishbone Fencing Co, repair/maint, \$2,530.00, Woody's Food Center, supp/4-H support, \$51.20, WY Automotive Co, repair/maint/oil/gas, \$105.60, WY Dept of Health, p-hlth exp, \$632.00, WY Dept of Transportation, grvl/rd mtrl, \$222.42, WY Machinery, repair/maint/post/freight, \$7,776.35, WY Network, financial admin, \$208.05, Net Payroll, \$133,987.68.

There being no further business to come before the Commission the meeting adjourned at 5:24 p.m.

Attest: Mamie C. Krank  
County Clerk

Lenard D. Seeley  
Chairman