

September 3, 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**

Commissioner Shepperson gave the Invocation and Commissioner Hunt 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 August 20, 2013, as published. Carried.

**Accept Collections**

A motion was made by Commissioner Rossman, seconded by Commissioner Shepperson, to accept the collections of the District Court in the amount of \$1,302.50. Carried.

A motion was made by Commissioner Rossman, seconded by Commissioner Shepperson, to accept the collections of the County Clerk in the amount of \$13,393.25. Carried.

A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to accept the collections of the District Court in the amount of \$630.69. Carried.

The meeting recessed at 9:47 a.m. and reconvened at 9:56 a.m. with all present.

**US Forest Service Coordination**

Chairman Seeley announced that after contacting Tom Whitford, USFS, Mr. Whitford would like to re-schedule the Coordination Meeting for October 1, 2013, at 2:00 p.m. No action was taken.

**Weston County Event Center**

The Commissioners discussed issues at the Weston County Event Center and what action should be taken prior to this years' upcoming frost. The Commissioners decided to re-visit this issue 2:30 p.m. today.

**Budget Amendment Hearing – Law Enforcement Dispatch**

The hour being 10:15 a.m. Chairman Seeley opened a Budget Amendment Hearing to consider increasing the Fiscal Year 2014 Law Enforcement Dispatch expenditure line item in the amount of \$2,400.00. Chairman Seeley called for public comment; hearing none, the public comment portion of the hearing was closed at 10:16 a.m. A motion was made by Commissioner Rossman, seconded by Commissioner Shepperson, to increase the Dispatch expenditure line item by \$2,400.00 to cover Fiscal Year 2014 dispatch costs. Carried. The Budget Amendment Hearing was closed at 10:18 a.m.

**Budget Amendment Hearing – Preliminary Road Construction**

A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to set a Budget Amendment Hearing for September 17, 2013 at 10:45 a.m. The Budget Amendment Hearing is for Fiscal Year 2014 and is to consider increasing the budget for Preliminary Road Construction in the amount of \$50,000.00 to complete county road surveys. Discussion ensued, carried. The recorded votes are as follows: Yea: Commissioners Shepperson, Hunt and Rossman; Nay: Commissioner Ertman.

**Big Plum Creek Road**

Chairman Seeley discussed a letter sent to Mr. Wagoner regarding research showing that Big Plum Creek Road is not a County Road. A motion was made by Commissioner Hunt, seconded by Commissioner Rossman, to rescind an earlier action to survey the Big Plum Creek Road. Discussion ensued.

A motion was made by Commissioner Hunt, seconded by Commissioner Rossman, to table the motion to rescind until plat maps can be reviewed. Carried. The recorded votes are as follows: Yea: Commissioners Hunt, Rossman and Ertman; Nay: Commissioner Shepperson.

### **2013-2014 Consensus Funds**

A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to rescind a motion made in the August 20, 2013 meeting to accept a resolution to reallocate 2013-2014 Consensus Funds in the amount of \$33,000.00 between Town of Upton projects. Carried.

A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to accept and sign a Resolution to allow the transfer of 2013-2014 Consensus Funds for the Town of Upton in the amount of \$60,828.00 from the Water Line Replacement Project to the Colorado Grant W&S Replacement Project. Carried.

### **Property Insurance**

Karen Ackerman, ADI Insurance Agency, met with the Commissioners to review the property insurance quote for Weston County. Mrs. Ackerman explained that the premium is up approximately ten percent over last year. The Commissioners requested that Ms. Ackerman provide a quotation for terrorism coverage via facsimile. No action was taken. This issue will be re-visited.

### **Women Infants Children (WIC)**

Connie James, WIC, met with the Commissioners and extended an invitation to attend a chamber coffee on September 16, 2013 at 10:00 a.m. and to celebrate the twentieth anniversary of WIC. Mrs. James made a presentation and explained the services that WIC provides to Weston and Crook Counties. No action was taken.

The meeting recessed at 11:31 a.m. and reconvened at 11:37 a.m. with all present.

### **Sheriff's Department**

Bryan Colvard, Sheriff, met with the Commissioners and discussed his department's monthly accounts receivable and fees collected. Sheriff Colvard discussed the Law Enforcement Emergency Operations Center and a construction update from Pat Amend Architects. The project has been delayed due to design changes including the addition of a public space for the Circuit Courtroom; these changes require building code revisions. No action was taken.

The meeting recessed at 11:55 a.m. and reconvened at 1:27 p.m. with all present.

### **Buffalo Creek Traffic Study**

Commissioner Shepperson reported on a Steering Committee Meeting held August 28, 2013, for the Buffalo Creek Traffic Study in the Upton Logistics Center.

Jerry Hunt, Contract Engineer, joined the meeting at 1:32 p.m.

In attendance for the Steering Committee Meeting were: Jerry Shepperson, Weston County Commissioner; Jerry Hunt, Weston County Contract Engineer; Kevin McCoy, Marilee Manalo, Joni Kachelhoffer, Scott Taylor, WYDOT; Rueben Ritthaler, Tiger Transfer; Mark Lindstrom, Town of Upton; Paul Kunts, Eighty-Eight Oil Co.; Jim Clark, Black Hills Trucking; Mike Finn, Rare Element Resources; Chandra Bunker, Orica and Gary Glodt, Weston County School District #7. Dave Spencer, WY Business Council was absent for the meeting. The Steering Committee chose five consultants for the project from a list provided by WYDOT. Commissioner Shepperson discussed the scope of work for the Traffic Study Project which will be completed by WYDOT. After the Scope of Work is completed the Steering Committee will select a consultant and a Public Scoping Meeting will be held. No action was taken.

### **Contract Engineer**

Jerry Hunt, Contract Engineer, met with the Commissioners and discussed progress on the Road & Bridge Old Shop Roof Project and the Courthouse Air Conditioning Replacement Project. Mr. Hunt discussed the 2011 Congestion Mitigation Air Quality (CMAQ) grant. Mr. Hunt stated that because Weston County chose to use County Road Funds for the gravel hauling portion of the projects; the County may be able to complete approximately thirty-two miles of dust suppression on the Green Mountain Road and Old Highway 85. Mr. Hunt is working with Rick Williams, Road & Bridge Foreman and Mamie C. Krank, Weston County Clerk, to ensure project compliance with WYDOT. No action was taken.

### **Prairie Dog Coordination Meeting**

Bob and Jean Harshbarger, resident experts, met with the Commissioners and discussed the Amended Prairie Dog Management Plan and the Forest Service coordination process with Weston County. Chairman Seeley related that he had called Tom Whitford, USFS, this morning who re-scheduled the Coordination Meeting for October 1, 2013 at 2:00 p.m. Mr. Harshbarger was discouraged that the Forest Service was not in attendance and had not made an effort to respond to the Commissioners request for coordination prior to the scheduled meeting day. Mr. Harshbarger pointed out requirements of the NEPA Process regarding coordination with county government is reiterated in a Resolution numbered 94-12. Mr. Harshbarger also stated that he was present when copies of Resolution 94-12 were given to Mr. Whitford, USFS, on June 4, 2013, by Mamie C. Krank, County Clerk. Mr. and Mrs. Harshbarger were thanked for their attendance and information. No action was taken.

### **Courthouse - Belle Fourche, SD**

Commissioner Ertman briefed the Commissioners on a trip to Belle Fourche, South Dakota, and a tour of Weston County's sister Courthouse. Commissioner Ertman shared photos of the roof and cupola on the Belle Fourche Courthouse. The research was done to gain insight into a possible resolution to roof issues at the Weston County Courthouse. Commissioner Ertman is waiting for information on the contractor used to repair the Belle Fourche Courthouse, and will report back when she receives the information. No action was taken.

The meeting recessed at 2:35 p.m. and reconvened at 2:42 p.m. with all present.

### **Weston County Event Center**

The Commissioners discussed the possibility of Weston County paying for repairs and stabilization of the Weston County Event Center. Many legal questions were raised which will be brought to the County Attorney for resolution. The Commissioners reviewed a letter and the Final Report of findings written by Dr. Kim Basham, KB Engineering. The Commissioners agreed that there are minimum actions needed to correct the drainage around the Event Center building which must be completed before winter. Commissioner Ertman related that Mark Gordon, WY State Treasurer, contacted her regarding Paul Reed Construction and the Weston County Event Center progress. Mr. Gordon offered to help in the process as Weston County goes forward with resolving issues at the Event Center. Chairman Seeley will contact Don Hansen, County Attorney, to relay concerns and questions raised. No action was taken.

### **Library Board**

Brenda Ayres, Library Director, Scott Shoop and Karen Bowman, Library Board Members, met with the Commissioners and discussed a Fiscal Year 2014 Budget shortfall. Mrs. Ayres discussed the Library budget and requests made in May and June 2013 to increase the cash reserve from \$40,000.00 to \$60,000.00 to avoid the budget shortfall. A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to transfer funds in the amount of \$20,000.00 to the Weston County Library to be used for cash reserve and set a Budget Amendment Hearing for September 17, 2013 at 10:30 a.m. to consider the transfer. Discussion ensued, carried. The recorded votes are as follows: Yea: Commissioners Shepperson, Hunt and Rossman; Nay: Commissioner Ertman.

### **Road & Bridge Department**

Rick Williams, Road & Bridge Foreman, met with the Commissioners and discussed roads including research done on the Big Plum Creek Road. Mr. Williams found that the Big Plum Creek Road may have been called West Plum Road originally before the name was changed. Joe Sandrini, concerned citizen, stated that the State Forestry and Game and Fish Departments are concerned about the status of the Big Plum Creek Road. Mr. Williams discussed the FEMA projects and the purchase of a compactor versus rental of the equipment. No action was taken.

### **Parking Lot Repairs**

The Commissioners discussed quotes for repairs to the parking lots at the Courthouse and Public Health facility received from Ed McDonald of Professional Coatings. Mamie C. Krank, County Clerk, stated that the City of Newcastle had declined a request to pay for a portion of the tiered parking lot behind the Courthouse. Commissioner Rossman stated he would contact the City of Newcastle regarding the repairs. No action was taken.

### **Upton Logistics Center –Traffic Study**

A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to authorize Chairman Seeley's signature on a Project Start-Up Request for the Upton Logistics Center Traffic Study Project for the Wyoming Business Council. Carried.

A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to authorize Chairman Seeley's signature on a Photo Release Form for the Upton Logistics Center Traffic Study Project for the Wyoming Business Council. Carried.

### **Property Insurance**

The Commissioners received a facsimile from Karen Ackerman, ADI Insurance Agency, with a quotation for terrorism coverage as previously requested. After reviewing the insurance quote, a motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to renew Weston County's Property Insurance Policy through ADI Insurance Agency and to exclude the terrorism option on the policy. Carried.

### **Approve Vouchers**

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

066 NCPERS, financial admin, \$304.00, AFLAC, payroll ded, \$1,752.16, Blue Cross Blue Shield, financial admin, \$55,614.55, Office of Child Support, payroll ded, \$175.00, Orchard Trust, payroll ded, \$1,170.00, WEBT, financial admin, \$182.90, Weston County Clerk, financial admin, \$44,247.97, WY Child Support, payroll ded, \$1,175.00, WY Dept of Workforce Services, financial admin, \$3,112.24, WY Retirement System, financial admin, \$24,573.44, WY Retirement System, financial admin, \$613.98, Rocky Mountain Re-Veg, hmlnd sec exp, \$4,500.00, WACO, school exp, \$170.00, DRM Inc, master plan airport, \$128,076.35, First Northern Bank of WY, master plan airport, \$11,606.07, Morrison Maierle Inc, master plan airport, \$63,118.95, Upton Co-op Assn, hmlnd sec exp, \$99.84, Alpha Communications, hmlnd sec exp, \$6,879.00, Microvoice Communications, hmlnd sec exp, \$5,625.00, Upton Co-op Assn, hmlnd sec exp, \$260.68, Hermes Consolidated Inc, oil/gas, \$25,081.79, Hermes Consolidated Inc, oil/gas, \$28,186.29, Doug Jorrey, hmlnd sec exp, \$707.86, WC Treasurer, juror/wtnss/baliff slry/fees, \$3,780.74, DRM Inc, master plan airport, \$142,669.90, Morrison Maierle Inc, master plan airport, \$37,806.90, First Northern Bank of WY, master plan airport, \$11,676.00, Ad Pro, brd of prisoners/ag exp/supp/misc, \$877.83, Advanced Drug Testing Inc, misc, \$52.00, Alpha Communications, tower rent, \$55.00, AlSCO, janitor supp, \$13.00, American Welding & Gas Inc, repair/maint, \$66.91, AT&T Mobility, comm, \$957.45, Black Hills Chemical & Janitorial, brd of prisoners, \$69.98, Black Hills Plumbing, repair/maint, \$1,818.00, Black Hills Power, util, \$3,430.58, Black Hills Printing & Signs, p-hlth exp, \$38.00, Butler Machinery Co, repair/maint, \$2,406.00, Byrand Streeter, contract wages, \$1,071.88, C&J Newcastle Hardware, repair/maint, \$154.14, Cambria Car Wash, veh maint/fuel, \$100.00, Cambria Supply, repair/maint, \$97.38, Campbell Co. Memorial Hospital, invol commit, \$3,554.90, Carmen Simon, p-hlth exp, \$543.39, Casey Thorson, janitor supp, \$1,300.00, Central WC Solid Waste Dist, cwcswd, \$1,875.00, City of Newcastle, util/dispatch/pub def/p-hlth exp, \$5,385.29, Clerk of District Court, supp, \$236.92, Collins Communications Inc, hmlnd sec exp, \$4,296.25, Creative Culture Insignia LLC, uniforms, \$274.25, Culligan Water Conditioning, misc, \$40.00, Decker's Market, supp/ag exp/p-hlth exp, \$221.68, Diabetic Express, p-hlth exp, \$123.85, Dixon Bros Inc, oil/gas, \$532.62, Double D Obsolete Parts, repair/maint, \$55.93, Drive Train Industries Inc, repair/maint, \$152.84, Dustbusters Inc, grvl/rd mtrl, \$15,022.22, Eddie's Truck Center, radio exp, \$237.14, Escape Registration Payments, ag exp, \$50.00, Fastenal Company, repair/maint, \$5.74, Fisher Sand & Gravel, grvl/rd mtrl, \$24,181.97, Frontier Home Ranch & Hardware, repair/maint/ag exp, \$467.20, Gateway Auto Supply, repair/maint, \$885.69, Gene's Lock Shop, brd of prisoners, \$420.00, Godfrey's Brake Service, repair/maint, \$765.21, Golden West Technologies, comp software/hmlnd exp/new equip, \$5,948.00, Great Western Tire Co, repair/maint/lmbr/clvrts/brdg, \$27,837.52, Grimm's Pump & Industrial Supply, oil/gas/repair/maint, \$316.43, Hansen & Peck, office exp, \$4,250.00, Hansen Equipment Co, repair/maint/post/freight, \$1,175.79, Hillyard/Sioux Falls, janitor supp, \$70.30, Integrity Ballistics, equip/ammo, \$186.54, Jerry Shepperson, mile/trvl, \$126.00, KASL, p-hlth exp, \$706.80, KB Engineering LLC, engineer srvs, \$5,765.00, Kenneth Bell PH D, jail medical, \$600.00, Kreisers Inc, p-hlth exp, \$39.75, Lab Corp, pre emplmnt, \$69.75, Lenard D. Seeley, mile/trvl, \$60.00, Lichen Research Center, comp software, \$1,000.00, Lori Bickford, p-hlth exp, \$587.33, MasterCard, veh maint/fuel/invstgtns/school exp, \$226.42, Max Masters, gis land records, \$1,900.00, MG Oil Company, oil/gas, \$817.44, Minuteman Lube Center, veh

maint/fuel, \$120.00, Moore Medical LLC, p-hlth exp, \$94.25, Motor Power Equipment, repair/maint/post/freight, \$185.27, National Business Furniture, p-hlth exp, \$618.00, Nation Pen, p-hlth exp, \$117.80, Newcastle Ambulance Service, amblnc/invol commit, \$4,751.29, Newcastle Chamber of Commerce, chmbr of commerce, \$875.00, Newcastle Motors, veh maint/fuel, \$278.67, News Letter Journal, print/publ/supp/brd of equaliz, \$5,840.51, Osage Ambulance, amblnc, \$4,375.00, Personal Health Designs Inc, p-hlth exp, \$487.33, Porter Muirhead Cornia & Howard CPAs, financial admin, \$10,000.00, Postmaster c/o R&B, post/freight, \$138.00, Powder River Energy Corp, util/p-hlth exp, \$943.88, Power Plan OIB, repair/maint, \$4,394.86, R&S Northeast LLC, p-hlth exp, \$549.72, Randy Rossman, mile/trvl, \$24.00, Rapid Delivery, post/freight, \$12.00, Rebecca Overman, school exp, \$365.00, Regional Health, autopsies, \$99.00, Reserve Acct-Pitney Bowes, post/freight, \$2,400.00, Roadrunner Disposal Service, util, \$60.00, RT Communications, comm, \$2,048.78, Servall Uniform/Linen Co, repair/maint, \$225.44, ShopKo, new equip/inmate program, \$338.96, Source Gas, util, \$163.73, Stacy Madden, ag exp, \$51.00, Team Lab Chemical Corp, oil/gas/post/freight, \$217.00, Top Office Products, supp/misc/brd of prisoners, \$1,438.22, Town of Upton, community cntr/landfill, \$2,875.00, Trail King Industries, repair/maint, \$69.62, Uber Geek Computers, ag exp, \$35.00, Upton Co-op Assn, hmlnd sec exp, \$299.68, Upton Senior Center, sr citizens, \$625.00, Vaisala Inc, awos, \$449.00, Verizon Wireless, p-hlth exp, \$89.64, Vicki Hayman, ag exp, \$171.00, VISA, school exp/p-hlth exp/ag exp, \$737.72, WCS, comm, \$223.67, Wellness Council of America, p-hlth exp, \$973.50, West End Water District, util, \$60.00, West Payment Center, law library, \$695.68, WC 4-H Council, ag exp, \$305.55, WC Health Services, in-home health, \$1,375.00, WC Humane Society, humane society, \$750.00, WC Road & Bridge, hmlnd sec exp/ veh maint/fuel, \$3,811.53, WC Weed & Pest, repair/maint, \$131.46, Weston Engineering Inc, engineer srvs, \$1,000.00, Woody's Food Center, brd of prisoners/ag exp, \$125.53, WY Automotive Co, repair/maint/oil/gas, \$62.93, WY Dept of Health, p-hlth exp, \$632.00, WY Dept of Transportation, grvl/rd mtrl, \$31.27, WY Guardian Ad Litem, special attny, \$1,335.61, WY Machinery Co, repair/maint/leased equip/post/freight, \$34,415.23, WY Network, financial admin, \$201.25. Net Payroll, \$139,359.19.

There being no further business to come before the Commission the meeting adjourned at 4:41 p.m.

Attest: Mamie C. Krank  
County Clerk

Lenard D. Seeley  
Chairman