

September 6, 2011

The regular meeting of the Weston County Commissioners convened at 9:10 a.m. with Chairman Tom W. Bruce presiding. Present for the meeting were Commissioners: Tom W. Bruce, Marty Ertman, Randy Rossman, Lenard D. Seeley, Jerry Shepperson and County Clerk, Mamie C. Krank.

**Good of the Order**

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

**Cancel Meeting**

The Commissioners discussed cancelling or postponing the next regular meeting of the Weston County Commissioners to be held on September 20, 2011, because of a Wyoming Association of County Officials (WACO) meeting scheduled for the same week in Jackson, Wyoming. A motion was made by Commissioner Rossman, seconded by Commissioner Seeley to cancel the next regular meeting on September 20, 2011. Carried.

**Mallo Camp Munitions Testing**

The Commissioner discussed a request by the Army Corp of Engineers to perform munitions testing on Weston County property in the Mallo Camp area. Two letters have been sent which requested that no munitions testing be conducted on the property. Both of the previous letters were forwarded to Mr. Stephen Walls of the Army Corp of Engineers via email. The Commissioners discussed possible action by the Sheriff's Department if Weston County's requests are disregarded.

**US Forest Service (USFS)**

The Commissioners discussed a private meeting requested by Phil Cruz, USFS Regional Forester, between Gary Jacobson, private landowner, and members of the Weston and Converse County Commissioners. The Commissioners agreed that all County business will be conducted in public meetings and the meeting requested by Mr. Cruz will not be attended by the Weston County Commissioners.

**Law Library**

Sandra Walford, District Court Clerk, met with the Commissioners to discuss discontinuing the bound law library books and installing a public computer with software provided by Westlaw Next Pricing. Mrs. Walford presented a bid estimate of \$1,195.00 for computer equipment, and multiple options for the software package. The Commissioners requested Mrs. Walford consult with Don Hansen, Weston County Attorney, to determine if the software could be shared between the offices for a cost benefit. This issue will be revisited.

**Homeland Security**

Doug Jorrey, Homeland Security Coordinator, presented the Commissioners with the 2011 Emergency Management Performance Grant (EMPG) from the Homeland Security Office. Mr. Jorrey also presented budget sheets to accompany the signed grant contract. After reviewing the documents, a motion was made by Commissioner Rossman, seconded by Commissioner Shepperson, to sign the 2011 EMPG grant and budget sheets. Motion carried.

**Mountain Bike/Hiking Trail**

Linda Hunt met with the Commissioners to request that Weston County enter into a 25 year Special Use Lease with the State of Wyoming for establishing a Mountain Bike/Hiking Trail. The trail is in the Flying V area North of Newcastle. Ms. Hunt has not obtained permission letters from all of the property lessees' at this time. The Commissioners suggested she return for consideration once this process is completed.

The meeting recessed at 10:07 a.m. and reconvened at 10:13 a.m. with all present.

**Tour of the Grasslands**

The Commissioners discussed an invitation from the Converse County Commissioners to ride along on a Tour of the Thunder Basin National Grasslands. The consensus of this discussion was that the Weston County Commissioners will not attend. No action was taken.

### **Converse County Commissioners Meeting**

The Commissioners discussed an invitation from Converse County to attend a special meeting on September 27, 2011. Commissioners Ertman, Bruce, Seeley, and Shepperson tentatively agreed to attend. No action was taken.

### **Special Prosecuting Attorney**

Chairman Bruce read aloud a special prosecuting attorney agreement requested by Donald B. Hansen, County Attorney, with regard to juvenile abuse/neglect cases. A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to have the Chairman sign the Special Prosecuting Attorney agreement. Motion carried.

### **Cancellation of Taxes**

Susan Overman, County Treasurer, presented two Cancellations of Taxes #939, in the amount of .53, made out to Troy L. Campbell, and #940, in the amount of \$2.23 made out to Craig & Lea Ann Stodart. A motion was made by Commissioner Shepperson, seconded by Commissioner Seeley, to sign the Cancellation of Taxes #939 and #940. Carried.

### **Board Appointment Hearing**

The hour being 10:35 a.m., Chairman Bruce opened a Board Appointment Hearing to consider filling a vacancy on the Airport Board. One letter of interest was received from Stan Sheehan. Chairman Bruce called for public comment, hearing none; the public comment portion of the hearing was closed at 10:36 a.m. A motion was made by Commissioner Rossman, seconded by Commissioner Shepperson, to appoint Stan Sheehan to the Airport Board for a term of five years. Carried. The Board Appointment Hearing was closed at 10:38 a.m.

### **Public Health Emergency Preparedness Grant**

The Commissioners reviewed a Public Health Emergency Preparedness Grant for Fiscal Year 2011 in the amount of \$18,200.00. A motion was made by Commissioner Rossman, seconded by Commissioner Shepperson, to approve and sign the Emergency Preparedness Grant. Carried.

### **Weston County Event Center**

Change Order #3 in the amount of \$517.50, for two walk gates installed at the Weston County Event Center was reviewed and discussed by the Commissioners. After lengthy discussion concerning when the gates were installed and when the Change Order was presented for approval, the consensus of the Board of Commissioners was to deny the request received from Schutz Foss Architects.

### **Energy Grant Funding**

Ray Pacheco, Growth & Development Coordinator, met with the Commissioners to discuss a second round of funding available to Weston County through the American Recovery & Reinvestment Act (ARRA). Because the match requirements on the second round funding were set at approximately \$25,000.00, the Board of Commissioners decided not to apply for additional funding at this time.

### **Upton Fairview Road**

Ray Pacheco, Growth & Development Coordinator, gave the Commissioners an update on the progress of obtaining a new survey and plat for the Upton Fairview Road. There will be an additional \$500.00 cost for the survey work, the Commissioners approved this cost. Fran Lehman, GIS Department, is working on obtaining additional easements. Once completed, the survey will be reviewed by Jerry Hunt, Weston Engineering, for approval. It was decided that the grant application will not be submitted to the State Lands & Investment Board until all easements have been obtained. The Application for the Upton Fairview Road will be submitted for the next round of grant funding in February, 2012. The Commissioners discussed possibly starting to spot gravel portions of the road to maintain its integrity.

### **Coalbed Natural Gas Alliance**

The Commissioners received literature from the Coalbed Natural Gas Alliance regarding the Bureau of Land Management (BLM) pursuing a cut in oil & gas production in the Big Horn Basin area. The Commissioners discussed commenting as a board, against the restrictions of oil & gas production in this area. Commissioner Shepperson agreed to draft a letter in favor of continued oil & gas production in the basin area. No action was taken.

### **Black Hills Power Transmission Line**

A Scoping Notice was received from Black Hills Power (BHP) regarding a proposed transmission line which covers approximately 135 miles, beginning in Rapid City, South Dakota, traveling to Gillette, Wyoming. The Commissioners discussed commenting on the Scoping Notice because the Environmental Impact Statement shows that this transmission line travels directly through Weston County. The Commissioners received an invitation to a meeting held by BHP on September 13, 2011, at the Forest Service building in Newcastle.

### **Sheriff's Department**

Sheriff Bryan Colvard met with the Commissioners and gave the monthly Sheriff's Department report including the accounts receivable and the Sheriff's fees collected. Sheriff Colvard discussed a work release program being implemented by his department. Inmates who participate in the work release program are responsible to pay the county back for room and board while in the program. Sheriff Colvard also discussed insurance claims turned in by the Sheriff's Department. The Commissioners discussed the Mallo Camp Munitions testing letter received from the Army Corps of Engineers and the possible need for enforcement if Weston County's requests for no testing are not respected. Sheriff Colvard requested copies of letters between Weston County and the Army Corps of Engineers. No action was taken.

The meeting recessed at 12:08 p.m. and reconvened at 1:30 p.m. with all present.

### **Insurance Renewal**

Karen Ackerman, ADI Insurance, met with the commissioners to present a quoted renewal for Weston County's Commercial package insurance. The quote is approximately \$7,600.00 more than last year due to the addition of the Weston County Event Center and claimed losses in the past year. The Commissioners reviewed the renewal and decided to drop the premium for terrorism coverage. The Commissioners noted items which need updated, the County Clerk will contact these departments to delete items no longer owned by the County. No action was taken.

### **Courthouse Boiler**

The Commissioners discussed a letter received from Black Hills Plumbing regarding a credit received for parts returned on the old Courthouse boiler. The Commissioners decided the credit should be used to purchase replacement pumps to keep on hand for the new Courthouse boiler. No action was taken.

### **Airport Runway Extension**

Byrand Streeter, Mondell Airport, and Randy Rhoades, Mondell Airport Board, met with the Commissioners to discuss a grant between Weston County, the City of Newcastle, and the USA Federal Aviation Administration (FAA), and the state of Wyoming, for a runway extension project at Mondell Field Airport. A motion was made by Commissioner Rossman, seconded by Commissioner Seeley, to sign four copies of the Airport Runway Extension grant award. Carried. A motion was made by Commissioner Ertman, seconded by Commissioner Rossman, to advertise a budget amendment for Weston County's match of the Airport Runway Extension grant in the amount of \$4,060.00. Motion carried.

The meeting recessed at 2:15 p.m. and reconvened at 2:30 p.m. with all present.

### **Law Library**

Sandra Walford, District Court Clerk, presented quotes to the Commissioners and discussed the costs associated with purchasing a computer terminal and software for the public Law Library located in District Court. A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to authorize the purchase of a computer terminal at a cost of \$1,195.00, and Westlaw Next Pricing software at a cost of \$281.40 per month. Carried.

### **Executive Session**

A motion was made by Commissioner Ertman, seconded by Commissioner Rossman, to enter into Executive Session to discuss personnel. Motion carried. The meeting went into Executive Session at 2:38 p.m. and returned to open session at 3:42 p.m. with all present.

### **Special Meeting**

A motion was made by Commissioner Seeley, seconded by Commissioner Rossman, to set a special meeting for the purpose of discussing personnel for September 12, 2011, at 8:00 a.m. Motion carried.

The meeting recessed at 3:43 p.m. and reconvened at 3:47 p.m. with all present.

### **Road & Bridge Department**

Rick Williams, Road & Bridge Foreman, gave the department report, including equipment updates. The Commissioners agreed that Mr. Williams should demo a Cat Grader before deciding to purchase. Weston County has received a verbal okay for the 2010 Congestion Mitigation Air Quality (CMAQ) grant extension until the end of October 2011, various roads were discussed. The Commissioners asked Mr. Williams to begin spot graveling on the Upton Fairview Road once the Lynch Road project is completed. Mr. Williams agreed that spot graveling on this road should help maintain its integrity. No action was taken.

### **Approve Vouchers**

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

066 NCPERS, financial admin, \$272.00, AFLAC, payroll ded, \$1,886.39, Blue Cross Blue Shield, financial admin, \$52,662.64, Dept of Employment, financial admin, \$3,499.54, Office of Child Support, payroll ded, \$175.00, Orchard Trust, payroll ded, \$1,200.00, WEBT, financial admin, \$181.65, Weston County Clerk, financial admin, \$40,004.88, WY Child Support, payroll ded, \$514.00, WY Retirement System, financial admin, \$24,373.48, WY Retirement System, financial admin, \$581.87, City of Newcastle, util/dispatch/circuit crt, \$6,172.45, Mastercard, school exp/equip/veh maint/fuel, \$103.99, Hermes Consolidated Inc, gas/oil, \$26,653.19, Fisher Sand & Gravel, grvl/rd mtrl, \$5,788.02, Fisher Sand & Gravel, grvl/rd mtrl, \$17,233.26, Paul Reed Construction & Supply Inc, fair bldg exp, \$71,412.32, Schutz Foss Architects PC, fair bldg exp, \$4,059.72, Leighton Construction & Srvs LLC, crthse major repairs, \$7,000.00, Unemployment Tax Division, financial admin, \$12,508.33, WEDA, school exp, \$180.00, Hermes Consolidated Inc, gas/oil, \$24,721.60, Morrison Maierle Inc, master airport plan, \$36,484.96, Roscoe Steel & Culvert Co, mallo fld haz recovery, \$3,654.00, A&B Welding Supply Co, post/freight/repair/maint, \$122.06, Ad Pro, supp, \$400.53, Advanced Communications, comm, \$20.00, Alpha Communications, hmlnd sec exp/tower rent, \$951.70, AlSCO, janitor supp, \$100.72, American Institutional Supply, brd of prisoners, \$258.56, Apex Technology Solutions, comp software/misc, \$1,465.99, AT&T Mobility, comm, \$515.33, Best Business Products, copier maint, \$268.71, Black Hills Chemical & Janitorial, brd of prisoners, \$140.34, Black Hills Plumbing, repair/maint, \$2,562.60, Black Hills Power, util, \$3,558.03, Black Hills Printing & Signs, supp/misc, \$539.70, Brownells Inc, officer equip, \$186.70, Tom W. Bruce, mile/trvl, \$114.00, Butler Machinery Co, contrct/equip/lbr/repair/maint, \$5,519.71, Byrand Streeter, contract wages, \$1,071.88, C&J Newcastle Hardware, supp/invstgtns/p-hlth exp, \$92.00, Cambria Car Wash, veh maint/fuel, \$130.00, Cambria Supply, gas/oil/repair maint/sm tools, \$314.05, Campbell Co Sheriff's Office, brd of prisoners, \$225.00, Casey Thorson, janitor supp, \$1,400.00, CDW Government, p-hlth exp, \$638.04, City of Newcastle, util/dispatch/pub def/landfill/p-hlth, \$10,219.19, Clinical Lab of Black Hills PC, autopsies, \$2,129.00, Collins Communications Inc, hmlnd sec exp, \$300.00, County Sheriffs of Colorado, school exp, \$295.00, CRA Payment Center, repair/maint/post/freight, \$84.69, Culligan Water Conditioning, misc, \$86.50, Decker's Food Center, p-hlth/ag exp, \$90.77, Denise McGinty, brd of prisoners, \$27.43, Dixon Bros, gas/oil, \$696.44, Doug Jorrey, hmlnd sec exp, \$1,252.27, Drive Train Industries Inc, repair/maint, \$57.14, Dwande E. Lemay, fees, \$42.25, Eddie's Truck Center, repair/maint, \$16.63, Electronic Data Solutions, equipment/veh maint/post, \$2,145.00, Fisher Sand & Gravel, grvl/rd mtrl, \$92,098.86, G. Lance Miles, school exp, \$4.50, Gateway Auto Supply, repair/maint, \$934.17, Godfrey's Brake Service, repair/maint, \$999.28, Golden West Technologies, hmlnd sec exp, \$70.00, Great Western Tire Co, repair/maint/post/freight, \$945.40, Grimms Pump & Industrial Supply, tank maint, \$441.64, Hansen & Peck, office exp/financial admin, \$3,903.28, Hemocue Inc, p-hlth/wic exp, \$173.00, Hillyard/Sioux Falls, brd of prisoners/janitor supp, \$199.34, Intermountain Record Center, record retention/repair, \$269.20, Jeff Regan Trucking, grvl/rd mtrl, \$46,550.00, Jerry Shepperson, mile/trvl, \$126.00, Lab Corp of America Holdings, misc, \$55.20, Lamination King LLC, supp/post/freight, \$59.72, Lea Mitchell, coroner exp/comm, \$89.00, Lenard D. Seeley, mile/trvl, \$60.00, Lichen Research Center, comp software, \$1,000.00, Little Print Shop, p-hlth exp, \$50.00, Lori Bickford, p-hlth

exp, \$174.70, Mamie C. Krank, school exp, \$186.85, Martha L. Ertman, mile/trvl, \$220.00, Mastercard, school exp/veh maint/invstgtns/mile/trvl, \$1,150.90, Matthew Bender & Co Inc, officer equip, \$344.94, Max Masters, gis land records, \$1,900.00, McKenley Williams, misc, \$63.00, Medical Arts Press, p-hlth exp, \$805.68, MG Oil Company, gas/oil, \$2,765.90, Michael Worden, vital stats, \$26.50, Midwest Cancer Screening, p-hlth exp, \$15.80, Milan Seefeldt, equip/ammo, \$21.90, Minuteman Lube Center, veh maint/fuel, \$79.45, National 4-H Council Supply, ag exp/post freight, \$74.95, Neves Uniforms, uniforms, \$26.00, Newcastle Ambulance Service, ambulnce, \$2,916.66, Newcastle Equipment Co Inc, repair/maint/post, \$437.09, Newcastle Motors, veh maint/fuel, \$829.78, News Letter Journal, print/publ/supp/comm/misc, \$1,716.42, Northern WY Mental Health, mental hlth, \$2,500.00, Oil City Operating Inc, repair/maint, \$339.23, Osage Ambulance, ambulnc, \$4,375.00, Pamida, brd of prisoners/p-hlth exp/jail medical, \$266.34, Phils Tire, srch&rescue, \$773.83, Pitney Bowes Inc, misc, \$794.67, Plainsman, new equip/supp, \$4,275.18, Pocket Press Inc, officer equip, \$107.88, Porter Muirhead Cornia & Howard CPAS, financial admin, \$18,000.00, Powder River Energy Corp, util/p-hlth exp/wic exp, \$886.81, Power Plan OIB, repair/maint/post, \$3,061.92, Randy Rossman, mile/trvl, \$24.00, Rebecca Overman, school exp, \$166.50, Regional Health, coroner exp, \$921.00, Renew, hmlnd sec exp, \$200.00, Rexfords Locksmith Shop, repair/maint, \$75.00, Ringer Law PC, spec attny, \$923.50, Roadrunner Disposal Service, util, \$55.00, Robert Kenney, coroner exp, \$100.00, Roger Hespe, comm/mile/trvl, \$68.84, Roscoe Steel & Culvert Co, lmbrr/clvrts/brdg/post, \$120.23, RT Communications, comm, \$1,921.74, Safety-Kleen Corp, repair/maint, \$434.33, Sanofi Pasteur, p-hlth exp, \$444.58, Servall Uniform/Linen Co, repair/maint, \$183.11, Source Gas, util, \$160.84, Streck, p-hlth exp, \$233.35, Sundance Equipment Co, repair/maint, \$311.99, Top Office Products, supp/repair/maint/misc, \$765.56, Ultra Max, equip/ammo, \$3,285.40, Urbin & Patterson LLP, spec attny, \$260.56, Vaisala Inc, awos, \$449.00, Verizon Wireless, comm, \$58.83, Vicki Hayman, ag exp, \$21.19, Visa, school exp/p-hlth exp, \$806.95, Wade Regan Trucking, repair/maint, \$2,500.00, WCS, comm, \$197.48, West End Water District, util, \$60.00, WC Gazette, print/publ, \$1,177.50, WC Health Services, in-home hlth, \$1,250.00, WC Road & Bridge, veh maint/fuel, \$5,502.02, WC Sheriff's Office, brd of prisoners/youth services/post, \$43.29, WC Sr Services, sr citizen, \$6,250.00, WC Weed & Pest, financial admin, \$556.78, William Taylor, ag exp, \$179.72, Woody's Food Center, p-hlth exp, \$11.60, WY Automotive Co, repair/maint/gas/oil/radio exp/srch&rescue, \$64.85, WY Child Support Assoc, fees/trans, \$120.00, WY Clerk of Dist Crt Assoc, fees/trans, \$20.00, WY Dept of Health, p-hlth exp, \$295.00, WY Honor Conservation Camp, brd of prisoners, \$2,690.80, WY Machinery Co, equip purchase/repair/maint, \$33,217.22, WY Network, financial admin, \$201.25, Xerox Direct, ag supp, \$69.29. Net Payroll \$139,124.87.

There being no further business to come before the Commission, the meeting adjourned at 4:24 p.m.

Attest: Mamie C. Krank  
County Clerk

Tom W. Bruce  
Chairman