

October 4, 2011

The regular meeting of the Weston County Commissioners convened at 9:07 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

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

Approve Minutes

A motion was made by Commissioner Shepperson, seconded by Commissioner Seeley, to approve the minutes of the regular meeting held on 9-6-2011, and the minutes of a Special Meeting held 9-12-11, discussion ensued. Commissioner Shepperson amended his previous motion to include approval of the minutes of a Special Coordination Meeting held 8-31-2011, with a change to the verbiage in paragraph twelve to state, " Commissioner Ertman requested copies of landowner notifications which were requested by the Converse County Commissioners on July 6th, 2011, also be sent to Weston County from the USFS." Commissioner Seeley seconded the amended motion. Motion carried.

Growth & Development

The Commissioners discussed the duties of the Planning & Zoning Commission and the Growth & Development Coordinator position. Jerry Hunt, Weston Engineering, joined the meeting at 9:30 a.m. Chairman Bruce asked if Mr. Hunt would be interested in providing additional services to Weston County possibly on a contract basis. Mr. Hunt stated that he would be willing to devote more time to Weston County projects and cover some of the duties previously handled by the Growth & Development Coordinator. A contract agreement between Jerry Hunt, Weston Engineering, and Weston County was discussed. The Commissioners also discussed the designation of a county employee as an assistant to the Planning & Zoning Board, for the purpose of taking minutes of meetings. No action was taken, these issues will be revisited.

Budget Amendment Hearing

The hour being 10:00 a.m., Chairman Bruce opened a Budget Amendment Hearing to consider transferring monies in the General Fund portion of the budget because of unanticipated grants as follows: Mondell Field Runway Extension in the amount of \$405,526.00, Public Health Emergency Preparedness Program in the amount of \$18,200.00, and Homeland Security Emergency Management Performance in the amount of \$58,084.00. Chairman Bruce called for public comment, hearing none; the public comment portion of the hearing was closed at 10:02 a.m. A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to approve the amendments for the Mondell Field Runway Extension, the Public Health Emergency Preparedness Program, and the Homeland Security Emergency Management Performance. Carried.

Accept Collections

A motion was made by Commissioner Rossman, seconded by Commissioner Shepperson, to accept the collections of District Court in the amount of \$1,606.00 and the collections of the County Clerk in the amount of \$10,226.50. Carried.

Wyoming Association of County Officials (WACO)

Mamie Krank, County Clerk, and Chairman Tom Bruce, discussed meetings they attended at the Wyoming Association of County Officials (WACO) convention held in Jackson, WY, the week of September 19, 2011. Both attended an employment law class and gave a brief overview. No action was taken.

Cancellation of Taxes

Susan Overman, County Treasurer, presented a Cancellation of Taxes #941, in the amount of \$304.48, in the name of Tracey Williams. A motion was made by Commissioner Shepperson, seconded by Commissioner Seeley, to sign the Cancellation of Taxes #941. Carried.

Newcastle Chamber of Commerce

The Commissioners received and voted a ballot for the Board of Director Election from the Newcastle Chamber of Commerce.

Mallo Munitions Testing

A letter was received from the Army Corp of Engineers regarding munitions testing at Mallo Camp; the letter stated Weston County's request for no munitions testing at the site would be adhered to. The Commissioners discussed the fact that John Prell, Mallo Camp Manager, had previously related that there were Army Corp of Engineers on site at the gravel pit area in mid-September. No action was taken.

North East Wyoming Economic Development (NEWEDC)

Linda Harris, NEWEDC, met with the Commissioners to discuss the possibility of Weston County contracting with NEWEDC for grant writing. Discussion ensued; the Commissioners may consider this option in the future. Ms. Harris was thanked for her presentation. No action was taken.

Library Carpet

Brenda Ayres, Library Director, met with the Commissioners to discuss a State Lands & Investment Board (SLIB) grant for new carpet in the Newcastle Branch Library. The grant applied for is a 50/50 match; SLIB would contribute \$12,000.00, leaving a \$12,000.00 local match. Mrs. Ayres stated that the application completed by Ray Pacheco, former Growth & Development Coordinator, had been denied by SLIB because the Library Foundation and Library Board are exempt. This grant would be eligible if Weston County applied as owner of the Library building. The Commissioners suggested the application be re-submitted for the next round of SLIB funding in February of 2012, with Weston County as the applicant. The Commissioners also discussed the possibility of asking the City of Newcastle to contribute a portion of the required \$12,000.00 local match. No action was taken, this issue will be revisited.

Commissioners Meeting

The County Clerk, Mamie C. Krank, and the Commissioners discussed adjourning the October 18, 2011, Commissioners Meeting at noon due to a staffing shortage in the County Clerk's Office that day. A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to adjourn the October 18, 2011, Commissioner Meeting at noon. Motion carried.

Redistricting Meeting

A meeting called by Della Fordyce, for October 12, 2011, at 7:00 p.m. at the Newcastle Library was discussed. Mamie C. Krank, County Clerk, stated that she was invited to speak and take questions regarding redistricting by Ms. Fordyce and would be attending. No action was taken.

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 juvenile detention and federal detention inspection issues, and meetings he had attended at the Wyoming Association of County Officials (WACO) convention held in Jackson, WY. No action was taken.

The meeting recessed at 12:05 p.m. and reconvened at 1:29 p.m. with all present.

Weston County Extension Office

Vicki Hayman, Extension Office, met with the Commissioners to discuss an increase in the building rent received from the USDA, Forest Service. The lease agreement is increasing approximately 13 % from \$14,602.00 last year, to \$16,530.00 this year. Ms. Hayman was concerned because she had not known about or budgeted for the increase. After discussion, a motion was made by Commissioner Shepperson, seconded by Commissioner Seeley, to authorize Chairman Bruce to sign the modified lease agreement for the Ag Building, and allow the overage to be expended from account 100.00.20.0099000.0000. After further discussion,

the Commissioners voted as follows: Commissioners Shepperson, Seeley, and Rossman Yea; Commissioner Ertman Nay. Motion carried.

FEMA Emergency Flood Funding

The Commissioners received a letter from Governor Mead confirming a State of Wyoming contribution of 85% of the required 25% local match for the FEMA Emergency Flood Grant. This is a Federal Grant used to repair roads damaged by flooding in Weston County. The amount to be contributed by the state towards Weston County's match will be approximately \$140,000.00 based on preliminary figures. No action was taken.

Liquor License Application

Frank and Judy Rawhouser met with the Commissioners to discuss the possibility of obtaining a Restaurant Liquor License which became available to Weston County after the completion of the 2010 Census. Mr. and Mrs. Rawhouser are building a restaurant called Canyon Springs Stage Stop Steakhouse located north of Newcastle by Mallo Camp. The Commissioners discussed a previous negative motion at a meeting held on June 21, 2011, not to issue a license at that time. A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to advertise the pending Restaurant Liquor License Application four consecutive times and to set a Public Hearing for November 15, 2011. Further discussion was allowed to set the cost of the Restaurant Liquor License at \$1,000.00 per year, all were in agreement. Motion carried.

ADI Insurance Renewal

Karen Ackerman, ADI Insurance, met with the Commissioners to go over a revised proposal for Weston County's Commercial package insurance policy renewal. The updated renewal for all Weston County Property, Crime, and Auto, came in at \$39,801.00. A motion was made by Commissioner Rossman, seconded by Commissioner Seeley, to authorize the Chairman to sign and accept the updated insurance renewal. Carried.

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, \$50,825.64, Dept of Employment, financial admin, \$3,387.47, Office of Child Support, payroll ded, \$175.00, Orchard Trust, payroll ded, \$1,200.00, WEBT, financial admin, \$178.20, Weston County Clerk, financial admin, \$38,840.07, WY Child Support, payroll ded, \$514.00, WY Retirement System, financial admin, \$23,427.76, WY Retirement System, financial admin, \$581.87, Hermes Consolidated Inc, gas/oil, \$27,062.28, Sherry Daigle, school exp, \$32.00, WC Weed & Pest, financial admin, \$1,425.46, American Stewards of Liberty, financial admin, \$2,439.92, WACO, school exp, \$115.00, Black Hills Plumbing, retrofit WC facilities/financial admin, \$1,544.00, Paul Reed Construction & Supply Inc, fair bldg exp, \$16,213.93, Hermes Consolidated Inc, gas/oil, \$51,588.86, Jean Harshbarger, cong-mit exp, \$4,000.00, Jeff Regan Trucking, cong-mit, \$28,750.00, A Stitch in Time, ag exp, \$13.58, A&B Welding Supply Co, repair/maint, \$82.38, ADI Insurance Agency, insur exp, \$143.00, Advanced Drug Testing Inc, misc, \$26.00, Air Delights Inc, p-hlth exp, \$220.83, All Clear Windows, janitor supp, \$84.00, Alpha Communications, tower rent, \$55.00, AlSCO, janitor supp, \$100.72, Anita Shepperson, school exp, \$44.00, Apex Technology Solutions, comp software, \$2,295.00, API Systems Integrators, misc, \$679.43, AT&T Mobility, comm, \$829.11, Black Hills Auto Salvage, invstgtns, \$399.40, Black Hills Chemical & Janitorial, brd of prisoners, \$61.92, Black Hills Plumbing, maj repairs/repair/maint, \$7,029.65, Black Hills Power, util, \$3,430.32, Brownells Inc, officer equip, \$190.37, Tom W. Bruce, mile/trvl, \$539.00, Byrand Streeter, contract wages/janitor supp, \$1,144.73, C&J Newcastle Hardware, repair/maint/supp/p-hlth exp, \$133.73, Cambria Supply, sm tools/repair/maint, \$669.45, Casey Thorson, janitor supp, \$1,660.00, CDW Government Inc, p-hlth exp, \$236.71, City of Newcastle, util/dispatch/new equip, \$10,225.32, Comtronix, misc/p-hlth exp, \$366.00, Consolidated Services, cntrct/equip/lbr, \$117.00, Contractors Supply, new equip, \$3,130.53, CRA Payment Center, repair/maint, \$161.81, Cresnet Sales, coroner exp, \$2,243.80, Crook Co Medical Services Dist, jail medical, \$277.00, CSA, software license, \$1,954.69, Culligan Water Conditioning, misc, \$103.00, Dakota Fluid Power, repair/maint, \$91.20, Decker's Food Center, janitor supp, \$164.35, Dixon Bros Inc, gas/oil, \$550.44, Drive Train Industries Inc, gas/oil, \$189.00, Employee Data Forms Inc, financial admin, \$27.25, Evercom, inmate program, \$280.00, Fastenal Co,

repair/maint, \$84.49, Focus, focus, \$1,125.00, Godfrey's Brake service, repair/maint, \$35.19, Grimms Pump & Industrial Supply, repair/maint, \$295.46, Hansen & Peck, office exp/comp research, \$3,903.28, Hansen Equipment Co, repair/maint, \$49.40, Hillyard/Sioux Falls, brd of prisoners, \$118.98, Hornady, equip/ammo, \$996.00, Jeff Regan Trucking, grvl/rd mtrl, \$44,875.00, Jerry Shepperson, mile/trvl, \$84.00, John's Electric, repair/maint, \$1,796.93, KASL, p-hlth exp, \$706.80, Keyhole Technologies LLC, jailor school, \$388.00, Kone Inc, crthse misc, \$468.39, Kreislers Inc, wic exp, \$138.89, Lab Corp of America Holdings, misc, \$27.60, Lea Mitchell, coroner exp, \$50.00, Lenard D. Seeley, mile/trvl, \$60.00, Lichen Research Center, comp software, \$2,100.00, Lori Bickford, p-hlth exp/post/freight/mile/trvl, \$193.83, Mamie C. Krank, school exp, \$140.00, Marco Inc, copier maint, \$268.71, Marketlab Inc, p-hlth exp, \$1,789.50, Martha L. Ertman, financial admin, \$17.37, Mastercard, school exp/mile/trvl, \$1,017.25, Max Masters, gis land records, \$1,900.00, MG Oil Company, gas/oil, \$230.19, Midwest Cancer Screening, p-hlth exp, \$23.70, Minuteman Lube Center, veh maint/fuel, \$151.75, Mona L. Wineteer, crthse supp, \$5.30, Motorola, hmlnd sec equip, \$63,080.08, NACCTFO, school exp, \$60.00, Neves Uniforms Inc, uniforms, \$137.85, Newcastle Ambulance Service, ambInc, \$1,458.33, Newcastle Chamber of Commerce, chmbr, \$875.00, Newcastle Extinguisher, crths repair/maint/maj repairs, \$961.78, Newcastle Motors, veh maint/fuel/hmlnd sec exp, \$367.84, News Letter Journal, print/publ/crthse supp, \$2,248.74, Outlaw Motors, veh maint/fuel, \$210.00, Pamida, brd of prisoners/jail medical/janitor supp, \$443.32, PFC Products Inc, clerk supp, \$116.95, Phil's Tire, veh maint/fuel, \$120.47, Postmaster c/o R&B, post/freight, \$132.00, Powder River Energy Corp, util/p-hlth exp/wic, \$916.84, Randy Rossman, mile/trvl, \$12.00, Rapid Delivery, post/freight, \$10.93, Reserve Acct-Pitney Bowes, post/freight, \$3,613.00, Rexford's Locksmith Shop, repair/maint, \$175.00, Roadrunner Disposal Service, util, \$55.00, Roger Hespe, mile/trvl, \$90.02, RT Communications, comm, \$1,916.92, Sandra Walford, mile/trvl, \$77.00, Sanofi Pasteur, p-hlth exp, \$2,520.66, Servall Uniform/linen, repair/maint, \$200.19, Source Gas, util, \$166.37, Superior Lamp Inc, repair/maint, \$268.36, Susan K. Overman, school exp, \$639.00, Tina Conklin, school exp, \$638.00, Top Office Products, brd of prisoners/crthse supp, \$1,339.94, Town of Upton, landfill, \$2,500.00, Tri Star Surveying, rd constr, \$2,893.00, Ultra Max, equip/ammo, \$771.00, USDA Forest Service, ag exp/util, \$3,238.95, Vaisala Inc, awos, \$449.00, Verizon Wireless, comm, \$51.53, Visa, school exp/ag exp, \$2,475.41, Voelkers Autobody, veh maint/fuel, \$3,965.33, WACO, school exp, \$80.00, WCS, comm, \$210.24, West End Water District, util, \$60.00, WC Predatory Management Dist, predatory mngmnt, \$500.00, WC 4-H Council, ag exp/post/freight/mile/trvl, \$160.64, WC Gazette, print/publ, \$3,408.50, WC Road & Bridge, veh maint/fuel, \$5,263.20, WY Assoc of Sheriffs & Chiefs, pub rel, \$250.00, WY Automotive Co, repair/maint, \$196.41, WY County Clerks Assoc, school exp, \$100.00, WY Dept of Health, p-hlth em prep, \$29,640.56, WY Dept of Transportation, srch&rescue/pre empl, \$30.00, WY Health Council, p-hlth exp, \$490.83, WY Honor Conservation Camp, brd of prisoners, \$2,646.00, WY Law Enforcement Academy, school exp, \$870.00, WY Machinery Co, repair/maint, \$786.72, WY Network, financial admin, \$201.25, WY Public Health Laboratory, p-hlth exp, \$168.00. Net Payroll \$136,196.27.

There being no further business to come before the Commission, the meeting adjourned at 2:45 p.m.

Attest: Mamie C. Krank
County Clerk

Tom W. Bruce
Chairman