

December 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 Ertman 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 a special meeting held November 19, 2013 and the minutes of the regular meeting held November 21, 2013, as published. Carried.

**Board Appointment Hearing**

A motion was made by Commissioner Hunt, seconded by Commissioner Shepperson, to set a January Board Appointment Hearing for January 7, 2014 at 10:00 a.m. Carried.

**Rebate of Taxes**

A motion was made by Commissioner Rossman, seconded by Commissioner Hunt, to accept three (3) Rebates of Taxes in the following particulars: Rebate numbered 1079 to Rock Well Petroleum in the amount of \$4,971.49; Rebate numbered 1080 to POC-1, LLC in the amount of \$10,853.86 and Rebate numbered 1081 to POC-1, LLC in the amount of \$15,880.55. Carried.

**Budget Reports**

A motion was made by Commissioner Rossman, seconded by Commissioner Shepperson, to approve and sign the Budget Reports as presented for November 2013. Carried.

**Weston County Extension Rental Agreement**

A motion was made by Commissioner Rossman, seconded by Commissioner Ertman, to authorize Chairman Seeley's signature on a collection agreement between Weston County and the Forest Service for the Ag Extension Office space rental, for Fiscal Year 2014. The agreement is in the amount of \$15,827.00 which is the same as last years' agreement. Carried

The meeting recessed at 9:50 a.m. and reconvened at 10:00 a.m. with all present.

**2014 Legal Newspaper**

A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to authorize Chairman Seeley's signature on letters requesting quotes from the News Letter Journal and the Weston County Gazette for Weston County's 2014 legal newspaper. Carried.

**Manual Checks**

A motion was made by Commissioner Rossman, seconded by Commissioner Shepperson, to approve the manual checks for November 2013 as presented. Carried.

**Mondell Airport Runway Project**

A motion was made by Commissioner Shepperson, seconded by Commissioner Hunt, to authorize a reduction in retainage from ten percent to five percent for DRM, Inc., contractor for the Mondell Airport Runway Project; and authorize Chairman Seeley's signature on a letter to First Northern Bank of WY requesting a five percent payment be made to DRM, Inc. Discussion ensued, carried. The recorded votes are as follows: Yea: Commissioners Shepperson, Hunt and Rossman; Nay: Commissioner Ertman.

**Budget Amendment Hearing LEPC**

The hour being 10:15 a.m., Chairman Seeley opened a Budget Amendment Hearing to consider increasing the Fiscal Year 2014 budget by a total of \$2,109.17 for the Homeland Security Local Emergency Planning Committee (LEPC) Grant. The federal portion of the grant is \$1,687.34 and the local match would be \$421.83. 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 Shepperson, seconded by Commissioner Rossman, to approve the

budget amendment for Homeland Security LEPC in the amount of \$2,109.17. Carried. The Budget Amendment Hearing was closed at 10:17 a.m.

#### **Secure Rural Schools Funding**

A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to authorize Susan Overman, Treasurer, to send a request for Weston County's portion of the Secure Rural Schools (SRS) funding. 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 \$2,340.42. Carried.

A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, to accept the collections of the County Clerk in the amount of \$9,643.75. Carried.

#### **Weston County Health Services**

Barry Peterson, Weston County Health Services (WCHS) Treasurer, met with the Commissioners and presented the facilities yearly update. Among the topics discussed were the recent implementation of electronic medical records, long term care at the Manor facility, the possibility of a retail pharmacy at WCHS and the pending implementation of ICD-10 which will provide more accurate patient diagnosis. No action was taken; Mr. Peterson was thanked for his presentation.

The meeting recessed at 11:07 a.m. and reconvened at 11:15 a.m. with all present.

#### **Public Funds Banking Resolution**

A motion was made by Commissioner Rossman, seconded by Commissioner Shepperson, to authorize Chairman Seeley's signature on a Public Funds Banking Resolution for the Weston County warrant account at First State Bank of Newcastle. Carried.

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

#### **Contract Engineer**

Jerry Hunt, Weston County Contract Engineer, met with the Commissioners and discussed the completed contract drawn up for the Road & Bridge old shop roof project. This project will be advertised for bid; bids will be opened on January 7, 2014 at 2:00 p.m. during the Commissioner's Meeting.

**Event Center:** Mr. Hunt stated that he had inspected the drainage repairs at the Weston County Event Center completed by the Road & Bridge department and would re-visit the site to address concerns.

**Basement Floor/Courthouse:** Mr. Hunt stated that damage to the basement floor may have been caused by this year's water events, however; more investigation would be needed before a solution could be reached. Mr. Hunt requested permission to pull up some carpet in Fran Lehman's office, the Commissioners agreed that Mr. Hunt should investigate and report back.

**Mallo Camp Lodge Lighting:** Mr. Hunt stated that Mallo Camp Lodge needs approximately ten (10) eight foot long florescent lights in the kitchen area and the same number in the main lodge replaced. Mr. Hunt discussed progress on the County Building Energy Efficient Lighting Project bid packet. No action was taken; the Commissioners thanked Mr. Hunt for the information.

#### **Prairie Dogs**

Bob and Jean Harshbarger, resident experts, met with the Commissioners and discussed prairie dog issues and provided a proposed resolution for the Commissioners consideration.

The meeting recessed at 2:33 p.m. and reconvened at 2:38 p.m. with all present.

After review and revision of the proposed resolution; a motion was made by Commissioner Shepperson, seconded by Commissioner Ertman, to adopt and authorize Chairman Seeley's signature on Resolution 13-03 which deals with Forest Service adherence to Federal Regulations and the Nation Environmental Protection Act (NEPA) Process. Discussion ensued, carried.

### **County Administrator Position**

The Commissioners discussed the county administrator position and reviewed materials provided by Bill Miller of the Local Government Liability Pool (LGLP). Mamie C. Krank, County Clerk, will review the draft job description with Mr. Miller and report back to the Commissioners. No action was taken.

### **Approve Vouchers**

A motion was made by Commissioner Shepperson, seconded by Commissioner Rossman, 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, \$58,281.37, Office of Child Support, payroll ded, \$175.00, Orchard Trust, payroll ded, \$1,120.00, WEBT, financial admin, \$185.10, Weston County Clerk, financial admin, \$41,471.63, WY Child Support, payroll ded, \$1,175.00, WY Dept of Workforce Services, financial admin, \$2,879.69, WY Retirement System, financial admin, \$24,572.89, WY Retirement System, financial admin, \$613.98, Hunkins Newton Law Firm, financial admin, \$25,000.00, DRM, Inc, master plan airport, \$24,223.95, Morrison Maierle Inc, master plan airport, \$6,914.31, First Northern Bank of WY, master plan airport, \$2,691.55, Hermes Consolidated Inc, oil/gas, \$48,656.72, Ad Pro, supp, \$373.67, Advanced Drug Testing Inc, misc, \$52.00, Alpha Communications, tower rent, \$55.00, AlSCO, janitor supp, \$26.00, Arrow Electric Inc, brd of prisoners, \$225.00, AT&T Mobility, comm, \$1,063.99, Black Hills Chemical & Janitorial, brd of prisoners, \$469.39, Black Hills Plumbing, repair/maint, \$664.70, Black Hills Power, util, \$2,576.05, Black Hills Printing & Signs, officer equip, \$61.65, Bob Barker Co, brd of prisoners, \$507.24, Tom W. Bruce, cntrct/equip/lbr, \$212.50, Byrand Streeter, contract wages, \$1,071.88, C&J Newcastle Hardware, repair/maint, \$186.68, Cambria Car Wash, veh maint/fuel, \$100.00, Cambria Supply, repair/maint, \$136.94, Casey Thorson, janitor supp, \$1,030.00, CDW Government Inc, youth services, \$41.10, Cedar Hills Family Clinic, p-hlth exp, \$600.00, Charm-Tex, brd of prisoners, \$213.32, City of Newcastle, util/dispatch/pub def/p-hlth exp, \$5,128.16, Civil Air Patrol Magazine, pub rel, \$395.00, CNA Surety, prem on bnds, \$100.00, Culligan Water Conditioning, misc, \$15.00, Decker's Market, p-hlth exp/ag exp, \$84.69, Dixon Bros Inc, oil/gas, \$528.16, Double D Obsolete Parts, repair/maint, \$325.02, Drive Train Industries Inc, repair/maint, \$83.58, Fastenal Company, repair/maint, \$253.14, Freedom To Choose, pub rel, \$435.00, Frontier Home Ranch & Hardware, misc, \$248.04, Gateway Auto Supply, repair/maint/sm tools, \$969.21, Godfrey's Brake Service, repair/maint, \$545.54, Golden West Technologies, comp software, \$1,100.00, Grimm's Pump & Industrial Supply, fuel tnk maint/oil/gas, \$1,649.36, Hansen & Peck, office exp, \$4,250.00, Hillyard/Sioux Falls, janitor supp, \$122.37, IAAO, school exp, \$350.00, Jeff Regan Trucking, grvl/rd mtrl, \$23,100.00, Jerry Shepperson, mile/trvl, \$126.00, KASL, p-hlth exp, \$734.80, Kevin Pavlenko, Imbr/clvrts/brdg, \$600.00, Kone Inc, repair/maint, \$2,494.72, Lenard D. Seeley, mile/trvl, \$303.00, Lichen Research Center, comp software, \$1,000.00, Lori Bickford, p-hlth exp, \$44.82, Lyle Signs Inc, Imbr/clvrts/brdg, \$329.04, MasterCard, equip/ammo/veh maint/fuel, \$343.51, Matthew Bender & Co Inc, law library, \$42.44, Max Masters, gis land records, \$1,900.00, MG Oil Company, oil/gas, \$1,138.66, Newcastle Ambulance Service, invol commit/ambInc, \$6,418.33, Newcastle Chamber of Commerce, chmbr, \$875.00, Newcastle Motors, veh maint/fuel/hmInd sec exp, \$89.58, News Letter Journal, print/publ/supp/hmInd sec exp, \$3,166.52, North American Truck & Trailer, repair/maint, \$230.83, Outlaw Motors, veh maint/fuel, \$2,188.00, Porter Muirhead Cornia & Howard CPAS, financial admin, \$25,000.00, Postmaster c/o Sheriff, post/freight, \$46.00, Powder River Energy Corp, util, \$665.48, Preventive Health and Safety Division, p-hlth exp, \$14.00, Quality Agg & Construction Inc, grvl/rd mtrl, \$11,775.75, Randy Rossman, mile/trvl, \$36.00, Rapid Delivery, post/freight, \$24.00, Reserve Acct-Pitney Bowes, post/freight, \$1,500.00, Ringer Law PC, special attny, \$795.00, Roadrunner Disposal Service, util, \$60.00, Rocky Mountain Re-Veg, cntrct/equip/lbr, \$5,760.00, RT Communications, comm, \$1,977.42, Salt Lake Wholesale Sports, equip/ammo, \$1,389.93, Securus, inmate prog, \$280.00, Servall Uniform/Linen Co, repair/maint, \$315.11, ShopKo, supp, \$75.20, Shred's, p-hlth supp, \$114.25, Source Gas, util, \$1,530.39, Stacy Madden, ag exp, \$140.47, The Sundance Times, ag exp, \$30.00, Timberline Services, grvl/rd mtrl, \$14,407.72, Top Office Products, supp, \$939.35, Ultra Max, equip/ammo, \$1,787.00, Upton Senior Center, sr citizens, \$625.00, Urbin Law Office LLC, special attny, \$410.42, Vaisala Inc, awos, \$449.00, Verizon Wireless, p-hlth exp, \$339.64, VISA, ag exp/misc, \$266.93, Voelker's Autobody, veh maint/fuel, \$394.42, WC Natural Resource Dist, nat res garden, \$125.00, WCS, comm, \$203.00, WD Larson Co LTD Inc, repair/maint, \$284.95, WEAFCs, ag exp, \$120.00, West End Water District, util, \$60.00, West Payment Center, law library, \$289.84, Western States Fire Prot Co, p-hlth exp, \$415.00,

Western States Sheriff Assoc, mile/trvl/misc, \$225.00, WC 4-H Council Educational Account, ag exp, \$11.60, WC Health Services, invol commit/brd of prisoners/misc, \$1,209.40, WC Road & Bridge, veh maint/fuel, \$3,658.94, WC Sheriff's Office, school exp/brd of prisoners, \$31.53, WC Sr Services, sr citizens, \$6,250.00, WC Weed & Pest, supp, \$34.38, Weston Engineering Inc, engineer srvs, \$1,000.00, Whirlwind Services, janitor supp, \$345.00, William Curley, special attny, \$294.00, Woody's Food Center, brd of prisoners/ag exp, \$163.18, WY Automotive Co, repair/maint, \$378.70, WY Dept of Health, p-hlth exp, \$632.00, WY Dept of Transportation, grvl/rd mtrl, \$1,000.00, WY DEQ Admin, fuel tank maint, \$650.00, WY Division of Criminal Investigation, srch & rscue, \$39.00, WY Machinery Co, repair/maint, \$5,655.71, WY Network, financial admin, \$201.25, WY State 4-H Foundation, ag exp, \$90.00, WY Taxpayers Association, financial admin, \$195.00, Yellowstone Valley Parts & Equip, repair/maint, \$1,344.04. Net Payroll, \$130,378.19.

There being no further business to come before the Commission the meeting adjourned at 3:48 p.m.

Attest: Mamie C. Krank  
County Clerk

Lenard D. Seeley  
Chairman