

**WESTON COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
November 5, 2019**

The meeting of the Weston County Board of Commissioners was called to order by Chairman Tony Barton at 9:00 a.m. at the Weston County Courthouse. Commissioners Tony Barton, Tracy Hunt, Ed Wagoner and Nathan Todd, and Attorney Alex Berger and Clerk Becky Hadlock were present. Assistant Publisher/Editor, for the *Weston County Gazette*, Nick Trandahl, led the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Wagoner moved to approve the agenda; seconded by Commissioner Todd. Carried.

APPROVAL OF CONSENT AGENDA

Commissioner Wagoner moved to approve the consent agenda, which includes the vouchers, payroll, collection for October 2019, Tax Roll Corrections #1318-#1361, minutes of October 15, 2019, Treasurer's Report, Chairman's signature on Letter to Republican Party, Chairman's Signature on Resolution #2019-23 – Temporary Closing of County Offices; seconded by Commissioner Todd. Carried.

BUDGET AMENDMENT HEARING

At 10:00 a.m., a budget amendment hearing was opened to move funds from the Depreciation Reserve Account in the amount of \$323,000 in to the Road and Bridge Account 100.00.14.0138000.0000 and to receive unanticipated revenue from grant funds in the amount of \$555,332.50 for the Airport Grant and allocate the monies to expenditure line item 300.00.40.0260000.0000. Chairman Barton asked for public comment three times. Hearing none, Chairman Barton closed the budget amendment hearing. Commissioner Todd moved to approve the Budget Amendment; seconded by Commissioner Wagoner. Carried.

BID AWARDS – ROAD PROJECTS

Engineer Jerry Hunt and Road and Bridge Superintendent Rick Williams came before the Board to discuss the bids that were put in for the Road Projects. Engineer Hunt explained that there were five bidders and that Wyoming Earth Moving was the lowest bidder on both Bid Schedule A – Lynch Road – Little Thunder Creek and B – Upton Fairview Road – Soda Creek/Fiddler Creek and JW Services was the lowest bidder on Bid Schedule C – Materi Road – Buffalo Creek. Commissioner Hunt moved to award Wyoming Earth Moving both Bid Schedule A and B and JW Services Bid Schedule C; seconded by Commissioner Todd. During discussion Chairman Barton asked about the frost clause that Wyoming Earth Moving had put in their bid. Engineer Hunt suggested that the Board not authorize them to do that. Carried.

ROAD AND BRIDGE

Superintendent Williams reported that the Award Letters were received for the guardrail project on Painted Hills – FY2020 High Risk Rural Roads (HRRR) Project HR20404 and the CMAQ project on the Bruce Road and Old Hwy 85 – FY2020 Congestion Mitigation Air Quality (CMAQ) Project Weston County.

IRP UPDATE

Superintendent Williams stated a letter needs to be drawn up by Attorney Berger and sent to Diane Simon regarding the establishment of the Cheyenne River Road. Once Attorney Berger does this, Superintendent Williams will be able to complete the viewer's report. Commissioner Wagoner moved to

have Attorney Berger draw up a letter and send it to Diane Simon stating the Cheyenne River Road is an established Road; seconded by Commissioner Todd. Carried.

OLD BUSINESS

ROAD & BRIDGE – ENGINEER UPDATE/BLACK THUNDER BRIDGE

Engineer Hunt reported that he is still waiting on the geo-tech report so that he can move forward with the Black Thunder Bridge. Engineer Hunt stated Strata will try to be down there this week. Superintendent Williams will now have three bids for the bridge as Tru-North Steel will be submitting a bid as well. Chairman Barton asked how long the report will take once Strata looks at the bridge and Engineer Hunt stated two weeks.

Commissioner Wagoner moved to approve the Chairman's signature on the Easement and Access Agreement between the Board of Weston County Commissioners and Thomas W. And Liane M. Sewell, Trustees; seconded by Commissioner Todd. Carried.

ATTORNEY

Attorney Berger gave an update on the Annex. Attorney Berger reported that the local Law Enforcement would like to post signs for two designated parking spaces in front of the Annex building and the City will pay for the signs. Attorney Berger would like to bring up the advertising on the outside of the Annex for events. Attorney Berger feels that it looks like the County is advertising for these events and the Board would like the offices to get authorization from Attorney Berger before putting anything up on the outside of the Annex building.

ANNEX PARKING LOT

Attorney Berger asked for clarification on the conditions for the purchase of the property of the Annex Parking Lot. The Board would like a purchase agreement with Frontier Home, Ranch & Hardware and would not like to be responsible for paying for a survey of the property.

CLERK OF DISTRICT COURT

Commissioner Wagoner moved to go into Executive Session per W.S. 16-4-405(a)(ii); seconded by Commissioner Hunt. Carried. Executive Session began at 11:03 a.m.; regular meeting reconvened at 11:12 a.m. Personnel was discussed in Executive Session; no action was taken.

Deputy Clerk of District Court Tina Cote asked the Board how documents should be signed with the passing of Clerk of District Court Gidget Macke. Deputy Clerk Cote stated she understands that the process has started to fill the vacancy, but would like direction from the Board on what to do until the vacancy is filled. Commissioner Wagoner moved to appoint Tina Cote as the acting Clerk of District Court until filled by Statute; seconded by Commissioner Hunt. Carried.

NEW BUSINESS

BUDGET AMENDMENT HEARING

Clerk Hadlock reported that a Budget Amendment was needed. Commissioner Wagoner moved to have a budget amendment hearing on November 19th at 10:00 a.m. to receive unanticipated revenue from grant funds in the amount of \$21,736.20 for the State Homeland Security Program Interoperable Emergency Communication and allocate the monies to expenditure line item 515.10.92.0236000.0621; to receive unanticipated revenue from grant funds in the amount of \$10,377.55 for the State Homeland

Security Program Community Resilience and allocate the monies to expenditure line item 515.10.92.0237000.0822; to receive unanticipated revenue from Smith, Currie & Hancock LLP in the amount of \$10,160.00 for the PILT underpayment in FYs 2015-2017 and allocate the monies into the General Fund; and to move \$1,200 from the Financial Admin. to the Annex Misc. for the copier at the Annex; seconded by Commissioner Todd. Carried.

PUBLIC COMMENT

None.

LAW ENFORCEMENT UPDATE

Maintenance Foreman Steve Price reported that the Law Enforcement Center employees wanted him to let the Board know that the ceiling in the gym was leaking and see if it was possible to get it fixed. Chairman Barton said he would like to see this added to the list of things that need to be done and it can be looked at for the budget next year.

STAIRS/RAMP UPDATE

Mr. Price suggested moving the hand rail just inside the stairs making it solid, until the situation is fixed. Commissioner Wagoner wondered if the existing handrail could be used for this and just moved over and Mr. Price thought that it could. Chairman Barton asked if Mr. Price had attended the pre-bid walk through. Mr. Price stated a firm out of Saratoga attended and took pictures and measurements of the structure. Commissioner Barton suggested that Mr. Price have a welder come and look at the railing and if it was under \$1,500 to go ahead and have it fixed.

Mr. Price told the Board that the gutters also needed to be replaced and was given the ok to replace them with a good commercial gutter like what is on the building now.

ANNEX UPDATE

Mr. Price let the Board know that there is a key situation at the Annex. One tenant is wanting keys made for all of their staff and volunteers and he does not feel comfortable about this. The Board will let Attorney Berger follow up on this as he is the Admin for the Annex.

COURTHOUSE UPDATE

Mr. Price reported that the seams have opened back up in the Courtroom as soon as it got cold out. Chairman Barton thinks that the best thing to do is fill these in with caulking and then paint over it.

Mr. Price wanted to make sure it was ok that he cut down the tree in the front of the Courthouse that is dead. He has checked with the City Arborist, Travis Peterson, and he let Mr. Price know that it is in fact dead. The Board told Mr. Price that it was ok to cut the tree down.

PUBLIC COMMENT

None.

VOUCHERS

066 NCPERS, financial admin, \$256.00, AFLAC, payroll ded, \$2,339.84, Blue Cross Blue Shield, financial admin, \$58,356.78, Great West Trust Co, payroll ded, \$2,690.00, VSP Vision Care, financial admin, \$574.75, WEBT, financial admin, \$180.40, WC Clerk, financial admin, \$47,109.07, WC Treasurer, financial admin, \$20.00, WY Child Support, payroll ded, \$1,295.00, WY Dept of Workforce Services, financial admin,

\$2,518.35, WY Retirement System, financial admin, \$33,763.90, Hermes Consolidated, oil/gas/lube, \$19,166.67, Pam Brackett, misc, \$12.53, 3 Fingers Ranch, contract wages, \$5,635.00, Aced Embroidery, hmlnd sec exp, \$163.00, Ad Pro, wic supp/hmlnd sec exp, \$168.51, Advanced Drug Testing, misc, \$78.00, Alpha Communications, tower rent, \$55.00, Alumitank, repair/maint, \$1,137.06, American Solutions for Business, supp, \$477.46, AT&T Mobility, comm, \$1,254.07, Axis Forensic Toxicology, coroner exp, \$230.00, Big R Bridge, rd fund, \$55,522.00, BH Chemical & Janitorial, brd of prisoner, \$653.33, BH Doors, maint, \$900.00, BH Energy, util, \$3,550.06, BH Occupational Medicine, law enf pre-emp, \$35.00, BH Orthopedic, jail med, \$121.00, BH Plumbing, law enf repair/maint, \$262.50, Blue Knight Security, brd of prisoner, \$5,050.00, Brittany Hamilton, ed/trvl, \$64.96, Byrand Streeter, contract wage/supp, \$1,423.59, Cambria Supply, repair/maint, \$485.87, Casper Star Tribune, repair/maint, \$825.10, CDW Government, p-hlth exp, \$711.78, City of Newcastle, util/dispatch/pub def/p-hlth exp, \$5,743.29, Clinton Whitney, supp, \$68.00, Collins Communications, hmlnd sec exp/misc, \$1,087.50, Computer Info Systems, brd of prisoner, \$12,000.00, Confidential Cleaners, supp, \$100.00, Crook Co Medical Services, jail med, \$253.00, Culligan Water Conditioning, misc, \$34.50, Dakota Fluid Power, repair/maint, \$100.44, Decker's Market, ext service supp/p-hlth supp, \$91.74, Delane Haynes, contract wages, \$2,702.50, Denette J Price, mile/trvl, \$37.70, Dixon Bros, oil/gas/lube, \$203.12, Eastern WY Equipment, maint/fuel, \$216.61, Ed Wagoner, mile/trvl/convn, \$546.60, Employee Data Forms, supp, \$24.00, En-Tech, repair/maint, \$1,350.00, Farnsworth Services, maj repair, \$125.00, Finkey Law, spec attny, \$350.00, Fisher Sand & Gravel, gravel/rd mtrl, \$39,985.78, Frontier Home Ranch & Hardware, repair maint/supp, \$392.41, Genes Lock Shop, brd of prisoners, \$1,890.98, Gillette Steel Center, repair/maint, \$697.00, Golden West Technologies, comp software/p-hlth exp/hmlnd sec exp, \$6,954.94, Great Western Tire, repair/maint, \$4,511.49, Grimms Pump & Industrial Supply, tnk maint, \$718.83, Howard Supply, repair/maint, \$47.64, Hurricane Services 21, contract wages, \$6,957.50, Inland Truck Parts, repair/maint, \$632.17, Iron Creek Services, contract wages, \$13,455.00, Jeff Regan Trucking, contract wages, \$8,855.00, Jub Jub, financial admin, \$44.95, Kelly Cummings, coroner exp, \$100.00, Kyra L Evick, other emp, \$450.00, Lori Bickford, p-hlth exp, \$698.94, Lowe Roofing of Wy, maj repair, \$14,403.40, Marina Cullum, coroner exp, \$50.00, MasterCard, mile/trvl/p-hlth exp, \$3,279.06, Max Masters, gis land records, \$1,900.00, MG Oil, oil/gas/lube, \$2,215.05, Minuteman Lube Center, maint/fuel, \$947.98, NACCTFO misc, \$75.00, Nathan Todd, mile/travel/convn, \$185.60, Newcastle Ambulance Service, ambul/involuntary commit, \$7,890.16, Newcastle Chamber of Commerce, chamber, \$725.00, Newcastle Motors, maint/fuel, \$276.67, News Letter Journal, supp/print/publ, \$288.48, Northern Wy Mental Health, jail med, \$5.00, Office Ally, p-hlth exp, \$35.00, Osage Improvement & Service District, coroner exp, \$312.00, Peter Dobro, school exp, \$64.71, Powder River Energy, util, \$968.77, R&S Northeast, p-hlth exp, \$11.26, Ricks Electric, repair/maint/hmlnd sec exp, \$511.01, Roadrunner Disposal Service, util, \$60.00, Robin King Trucking, contract wages, \$4,628.75, RT Communications, comm, \$2,924.49, Sanofi Pasteur, p-hlth exp, \$781.40, Servall Uniform Linen, supp, \$216.81, Steve Price, repair/maint, \$221.08, Steven Titus & Associates, special attny, \$1,786.50, Stulken Law, special attny, \$410.00, Susan K Overman, mile/trvl, \$37.70, Texas Refinery, repair/maint, \$1,500.00, Thomas L Bennett, coroner exp, \$2,000.00, Timberline Services, cong-mit/rd mtrl, \$48,148.64, Tina Conklin, miles/trvl, \$578.22, Top Office Products, supp/repair/maint/misc, \$944.79, Town of Upton, comm/landfill, \$2,193.75, Tyler Technologies, misc, \$449.82, Upton Ambulance, ambulance, \$3,750.00, Upton Chamber of Commerce, chmbr, \$425.00, Upton Senior Center, sr cntr, \$531.25, Verizon Wireless, comm, \$275.90, Vicki Hayman, ext service exp, \$126.44, Vilas Pharmacy, jail med, \$247.94, Visionary Communications, attny exp, \$206.10, Wade Regan Trucking, contract wages, \$2,932.50, West End Water District, util, \$60.00, West Side Services, contract wages, \$4,715.00, Western States Fire Prot, maj repair, \$3,930.00, WC 4-H Council, ext service exp, \$551.34, WC Fairboard, fairgrounds, \$29,371.32, WC Gazette, print/pub, \$1,628.20, WC Health Services, jail med, \$1,275.00, WC Library, block alloc, \$25,889.56, WC Natural Resource, nat res gard/nat res haz, \$1,168.75, WC Road & Bridge, maint/fuel/trvl/maint, \$3,657.85, WC Sr Service, brd of prisoners/sr meal, \$7,614.50, WC True Value, repair/maint, \$7.29,

Woody's Food Center, brd of prisoner/supp, \$139.52, WY Automotive, repair/maint, \$462.93, WY Dept of Health, p-hlth exp, \$17,113.78, WY Dept of Health/Rental, p-hlth exp, \$198.45, WY Machinery, repair/maint, \$3,135.74, WY Network, financial admin, \$270.00, WY Public Health Division, p-hlth exp, \$28.00, WY State Bar, attny exp, \$355.00, Net Payroll, \$159,779.46.

With no further business, the meeting was adjourned at 1:27 p.m.

Tony Barton
Chairman

Attest: Becky Hadlock
Weston County Clerk