

**WESTON COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
November 6, 2018**

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 Annex. Commissioners Tony Barton, Bill Lambert, Marty Ertman, Tracy Hunt, and Ed Wagoner, and Clerk Jill Sellers were present. Commissioner Wagoner opened the meeting with prayer, and Commissioner Hunt led the Pledge of Allegiance.

APPROVAL OF AGENDA

Chairman Barton requested to add U.S. Forest Service meeting under New Business; Commissioner Wagoner requested to add Vermilion Energy under Old Business; Commissioner Ertman requested to reschedule the workshop regarding the Administrator position to another meeting. Vice Chairman Lambert moved to approve the agenda with the two additions and include the workshop; seconded by Commissioner Wagoner. Ayes: Lambert, Hunt, Wagoner, and Barton. Nays: Ertman. Carried.

APPROVAL OF CONSENT AGENDA

Commissioner Ertman moved to approve the consent agenda, which includes payroll and vouchers in the amount of \$282,023.38; vouchers in the amount of \$688,855.36; collections for County Clerk in the amount of \$12,059.30; collections for District Court in the amount of \$1,654.50; minutes of October 16, 2018; and executive session minutes of October 16, 2018; minus the minutes of October 16, 2018; seconded by Vice Chairman Lambert. Carried.

Vice Chairman Lambert moved to approve the minutes of October 16, 2018; seconded by Commissioner Ertman. Under New Business, Commissioner Ertman requested to add "at no additional cost for website development" at the end of "The next phase of the project will create online access to the indices and make records searchable for land research." Clerk Sellers clarified that there will be no additional costs to develop the website and online access, but there may be digital storage fees to consider in the future. Carried.

SLIB Grants paid: Michael's Construction for \$27,528.04; Hein Bond for \$998.40.

SINGLE LAND SUBDIVISIONS

Roger Peterson appeared to discuss the Peterson Single Land Subdivision application. The Planning and Zoning Commission reviewed and recommended its approval. Commissioner Hunt moved to approve and authorize the Chairman's signature on the Peterson Subdivision; seconded by Commissioner Wagoner. Carried.

Matt Goodson, Bear Lodge Engineering, presented the Hossfeld Single Land Subdivision application for approval. The Planning and Zoning Commission reviewed and recommended its approval. Commissioner Hunt moved to approve and authorize the Chairman's signature on the Hossfeld Subdivision; seconded by Commissioner Wagoner. Carried.

OLD BUSINESS

Clerk Sellers reported that Pro River Technology will begin the IT Audit on November 8, 2018 at 8:00 a.m. The department heads have been notified of Pro River Technology's schedule and access

requirements. Pro River has proactively coordinated with the departments and with Golden West Technology.

Commissioner Wagoner will coordinate with the Oil and Gas Commission in Casper on obtaining waste water permits for Vermilion Energy, in order to alleviate some heavy truck traffic on Weston County roads.

NEW BUSINESS

Chairman Barton presented a letter from the Supreme Court reporting that a full-time magistrate will not be appointed for Weston County.

Chairman Barton presented a letter from Wyoming County Commissioners Association on County Road Construction and Maintenance Fund reporting that Weston County received a green light rating.

Commissioner Ertman moved to approve a pre-pay voucher for a 21 Electric invoice in the amount of \$660.00 out of New Equipment (100.00.13.0051000.0000); seconded by Commissioner Wagoner. Carried.

Clerk Sellers presented the Big Horn Imaging Hosting Agreement for consideration and review. Clerk Sellers has scheduled Big Horn Imaging to appear on November 20th, when they will demonstrate the online land document application, answer questions, and finalize the agreement for signature.

Clerk Sellers reported on a block chain pilot project for land records; currently, Teton and Carbon Counties are participating in order to determine application and legislative requirements for block chain technology in the future.

Chairman Barton reported on the meeting with the U.S. Forest Service regarding prairie dogs. The working group is drafting a proposal to present to the Forest Service. The next meeting is scheduled for November 27, 2018 in Douglas.

HOMELAND SECURITY

Homeland Security Coordinator Denise Bradshaw presented Resolution 2018-03: Region I Mitigation Plan for approval and signature. Commissioner Wagoner moved to approve Resolution 2018-03: Region I Mitigation Plan; seconded by Vice Chairman Lambert. Carried.

ADMINISTRATOR

Administrator Dan Blakeman reported on today as his final day of employment with Weston County; he will brief the Commissioners during the workshop on turnover requirements.

Administrative Assistant Brookelyn Weigel presented the energy improvement grant agreement for approval and signature. The grant funds in the amount of \$20,000.00, with a \$7,500.00 county match, will replace eleven windows in the courthouse. The project must be completed by June 30, 2019. The Chairman will be the point of contact on the window grant. Vice Chairman Lambert moved to authorize the Chairman's signature on the energy improvement grant to replace the courthouse windows; seconded by Commissioner Ertman. Carried.

PUBLIC COMMENT

Brookelyn Weigel thanked Nick Trandahl of the *Weston County Gazette* for sharing the online complaint form for Road & Bridge. Ms. Weigel created the form in order to better track and answer concerns about county roads. The Commissioners also agreed to enter information they receive into the online forms.

At 1:00 p.m., the Commissioners conducted a workshop regarding the Administrator position. No decisions were made during the workshop.

VOUCHERS

066 NCPERS, financial admin, \$240.00, AFLAC, payroll ded, \$2,264.55, Blue Cross Blue Shield, financial admin, \$55,668.59, Circuit Court, payroll ded, \$862.00, Great West Trust Co, payroll ded, \$2,155.00, WEBT, financial admin, \$186.35, WC Clerk, financial admin, \$41,824.02, WC Treasurer, financial admin, \$20.00, WY Child Support, payroll ded, \$550.00, WY Dept of Workforce Services, financial admin, \$2,605.89, WY Retirement System, financial admin, \$30,492.56, Georgia Japp, election exp, \$126.01, Newcastle Ambulance Service, ambulance, \$1,250.00, Town of Upton, comm ctr/landfill, \$2,193.75, WC Hospital District, prevention mngmnt, \$17,695.82, WC Library, block allocation, \$22,890.24, Travelers, insurance, \$9,113.00, WC Hospital District, prevention mngmnt, \$20,984.30, Alpha Communications, tower rent, \$55.00, AT&T Mobility, comm, \$1,461.90, Axis Forensic Toxicology, coroner exp, \$275.00, Bam Document Destruction & Recycling, misc exp, \$163.90, BH Chemical & Janitorial, brd of prisoners, \$638.87, BH Energy, util, \$3,542.54, Bob Barker, brd of prisoners, \$201.09, Brittany Hamilton, ext serv exp, \$285.58, Byrand Streeter, contract wages, \$1,158.75, Cambria Supply, repair/maint, \$189.90, Cardiac Science, brd of prisoners, \$2,625.00, Charm-Tex, inmate prog, \$215.80, City of Newcastle, util/dispatch/pub def/p-hlth exp, \$6,036.74, Collins Communications, repair/maint, \$913.04, Communication Technologies, radio exp, \$745.22, Control Solutions, p-hlth exp, \$196.00, Creative Culture Insignia, uniforms/supp, \$596.70, Culligan Water Conditioning, misc exp, \$15.00, Cynthia Crabtree, veh maint/fuel, \$227.81, DBT Transportation Services, awos, \$6,669.75, Decker's Market, supp, \$45.16, Drive Train Industries, repair/maint, \$93.66, Ed Wagoner, mile/trvl, \$816.20, Election Systems & Software, election exp, \$6,339.38, En-Tech, repair/maint, \$1,350.00, Fisher Sand & Gravel, grvl/rd mtrl, \$1,304.98, Frontier Home Ranch & Hardware, repair/maint, \$554.07, Golden West Technologies, comp software/new equip, \$3,787.27, Great Western Tire, repair/maint, \$4,284.00, Hein Bond, crthse remodel, \$3,656.28, Hillyard/Sioux Falls, supp, \$118.96, IAAO, mile/trvl, \$210.00, IAC&ME, coroner exp, \$100.00, Jones & Bartlett Learning, donation/spec proj, \$107.62, Kregel Towing & Recovery, abandoned veh, \$83.60, Kyle A. Hamilton, grvl/rd mtrl, \$5,577.00, Lori Bickford, p-hlth exp, \$260.00, Mallo Camp, mallo camp, \$2,500.00, Marina Cullum, coroner exp, \$400.00, MasterCard, mile/trvl/school exp, \$4,747.73, Matthew Bender, office supp, \$526.70, Max Masters, gis land records, \$1,900.00, Michael's Construction, crthse remodel, \$86,025.14, Minuteman Lube Center, veh maint/fuel, \$283.96, Moore Medical, p-hlth exp, \$200.31, NACCTFO, mile/trvl, \$75.00, Neela Beardsley, other employees, \$225.00, Newcastle Ambulance Service, ambulance, \$1,250.00, Newcastle Chamber of Commerce, chamber, \$725.00, Newcastle Lodge & Convention Center, p-hlth exp, \$116.00, Newcastle Motors, veh maint/fuel, \$8,091.78, News Letter Journal, supp, \$1,044.61, Northern WY Mental Health, mental health, \$2,125.00, Nutrition Matters, wic, \$78.00, Osage Improvement & Service District, coroner rent, \$300.00, Powder River Energy, util, \$1,102.96, Powder River Heating, maj repairs, \$707.00, Preventive Health & Safety Division, p-hlth exp, \$79.00, Pro River Technology, comp software, \$3,600.00, ProForce Law Enforcement, investigations, \$173.90, Relentless, investigations, \$184.95, Reserve Acct-Pitney Bowes, post/freight, \$3,980.00, Roadrunner Disposal Service, util, \$60.00, RT Communications, comm, \$2,840.84, Sanofi Pasteur, p-hlth exp, \$1,375.47, Servall Uniform Linen, janitor supp, \$185.36, ShopKo, supp, \$153.37, Simon Contractors, grvl/rd mtrl, \$425.65, Team Lab Chemical, repair/maint, \$245.50, Texas Refinery Corp, oil/gas/lube,

\$754.40, Top Office Products, supp, \$1,095.73, Town of Upton, comm ctr/landfill, \$2,193.75, Travelers, insurance, \$27,869.00, Tyler Technologies, comp software, \$428.40, Ultra Max, equip/ammo, \$2,793.00, Unemployment Tax Division, unemployment, \$2,208.00, Upton Ambulance, ambulance, \$3,750.00, Upton Chamber of Commerce, chamber, \$425.00, UW Admin Business Office, ext serv exp, \$5,023.50, Verizon Wireless, p-hlth exp, \$223.19, Vila's Pharmacy, jail medical, \$123.96, West End Water District, util, \$60.00, WC 4-H Council, ext serv exp, \$74.41, WC Detention Center, brd of prisoners, \$297.00, WC Fairboard, block allocation, \$27,811.26, WC Gazette, print/publ, \$367.64, WC Health services, in home health, \$1,275.00, WC Humane Society, humane society, \$637.50, WC Library, block allocation, \$22,890.24, WC Natural Resource Dist, nat res garden/hazard, \$1,168.75, WC Road & Bridge, veh maint/fuel, \$2,618.26, WC Sr Services, sr citizens/brd of prisoners, \$8,498.50, Weston Engineering, engineer/co road fund, \$8,494.45, Wilder Graphic Design, veh maint/fuel, \$264.60, Woody's Food Center, brd of prisoners, \$206.32, WY Automotive, repair/maint, \$250.14, WY Clerks of Dist Crt Assoc, fees/trans, \$150.00, WY Dept of Health, p-hlth exp, \$17,275.00, WY Guardian Ad Litem, spec attny, \$1,690.32, WY Law Enforcement Academy, jailor schools, \$457.00, WY Machinery, repair/maint, \$1,588.31, WY Network, financial admin, \$209.20. Net Payroll, \$145,154.42.

With no further business, the meeting was adjourned at 11:17 a.m.

Tony Barton
Chairman

Attest: Jill Sellers
Weston County Clerk