

WESTON COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
August 7, 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. Vice Chairman Lambert opened the meeting with prayer, and Commissioner Hunt led the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Wagoner moved to approve the agenda; seconded by Vice Chairman Lambert. Vice Chairman Lambert requested to add an executive session per W.S. 16-4-405(a)(ii) for personnel. Commissioner Wagoner agreed to change his original motion to include adding an executive session, which was agreed to by the second, Vice Chairman Lambert. Carried.

APPROVAL OF CONSENT AGENDA

Vice Chairman Lambert moved to approve the consent agenda, which includes payroll and deductions of \$290,496.44; accounts payable vouchers of \$358,375.98, except for voucher #63594; collections for County Clerk of \$11,136.00; collections for District Court of \$1,128.00; and minutes of July 17, 2018; seconded by Commissioner Ertman. Carried.

SLIB Grants paid: CLT Flooring (Emergency Repairs) for \$183.60.

The Commissioners reviewed voucher #63594 with Homeland Security Coordinator Denise Bradshaw. Vice Chairman Lambert moved to approve voucher #63594; seconded by Commissioner Ertman. Carried.

Susan Overman submitted a voucher for consideration for her attorney fees in the amount of \$3,137.50. Vice Chairman Lambert moved to deny the voucher submitted by Susan Overman for her attorney fees in the amount of \$3,137.50; seconded by Commissioner Wagoner. Discussion followed. County Attorney Curley reported that the charges were not for county business and were not approved by the Board. Ayes: Lambert, Hunt, and Wagoner. Nays: Ertman. Carried.

PROPERTY INSURANCE

Clerk Sellers reported that our insurance carrier has not renewed our policy based on reported losses. Three quotes were presented by FSB, ADI, HUB, and WARM as follows:

Joanna Akers, First State Bank Insurance, presented a quote from Philadelphia Insurance for \$58,504.00 with a deductible of \$10,000.00, excluding buildings built in 1990 or older which would be a \$20,000.00 water damage deductible until plumbing was proven upgraded. This total would include the terrorism premium.

Karen Ackerman, ADI, presented a quote from Travelers Insurance for \$36,982.00 with blanket coverage and a \$1,000.00 deductible. Our current policy has a per-incident deductible which applied across all properties (buildings or vehicles) in one incident such as a hail storm. The new quote policy would apply the \$1,000.00 deductible to each loss, except for vehicles which would be a \$500.00 deductible for each.

Joe Costantino, Wyoming Association of Risk Management (WARM), presented a quote of \$43,630.00, which structures deductibles based on each loss, with a maximum deductible of \$50,000.00. The package included mold coverage up to \$100,000.00, above the cost to repair damages. Replacement costs for buildings are included, above the scheduled insured cost. WARM is a property pool, and currently insures 13 counties in Wyoming. Commissioner Hunt requested a list of counties or cities that have experienced a claim with WARM to use as references.

Ray Gallegos, HUB, did not appear in person, but HUB sent a proposal from Hudson Insurance which quoted a premium of \$48,312.00 with a \$1,000.00 deductible.

The current policy with ADI/Glatfelter Insurance is in effect through September 15th, so the subject will be added under Old Business for the August 21st meeting. Clerk Sellers will collect answers to Commissioners' questions to prepare for a decision. The Commissioners also asked about the possibility of an independent review of the policies; Clerk Sellers will seek options if possible.

TAX ROLL CORRECTIONS

Assessor Tina Conklin presented the Weston County Tax District Valuation and Mill Levy for 2018 Tax Year for approval and signature. Commissioner Wagoner moved to approve the Weston County Tax District Valuation and Mill Levy for 2018 Tax Year; seconded by Commissioner Ertman. Carried.

Vice Chairman Lambert moved to approve Tax Roll Corrections #1223-1235; seconded by Commissioner Ertman. Carried.

EXECUTIVE SESSION

Vice Chairman Lambert moved to go into Executive Session per W.S. 16-4-405(a)(ii) for personnel; seconded by Commissioner Wagoner. Carried. Executive Session began at 11:06 a.m.; regular meeting reconvened at 12:48 p.m. No decisions were made during Executive Session.

OLD BUSINESS

Attorney Curley noted that he has reviewed the Supreme Court MOU and is awaiting response from the Supreme Court. It will be maintained under Old Business.

Vice Chairman Lambert moved to pay \$1,870.00 toward the stage purchased by the Weston County Arts Council, which will be stored at the Fairgrounds; died for lack of second. Chairman Barton confirmed with Fairgrounds Manager Kara Fladstol that the stage will be stored and maintained at the Fairgrounds for use. Vice Chairman Lambert moved to pay \$1,870.00 toward the stage purchased by the Weston County Arts Council out of New Equipment 100.00.13.0051000.0000; seconded by Commissioner Ertman. Carried.

NEW BUSINESS

Tuff Streeter, Mondell Airport Manager, presented Federal Aviation Administration agreements for grant funding for airport projects under the Airport Master Plan; approval allows grant funds to be used in next fiscal year, instead of being returned. Vice Chairman Lambert moved to authorize the Chairman's signature on Airport Improvements Plan/FAA Agreement for Transfer of Entitlements on Airport Master Plan Funds; seconded by Commissioner Ertman. Carried.

Homeland Security Coordinator Denise Bradshaw presented information on Weston County sirens, maintenance, and costs. Ms. Bradshaw asked for a budget line to pay for siren repairs and regular

maintenance, such as battery replacement. She is working on an EMPG grant, which would be eligible for reimbursement at 50% of expenditures. She requested that the Commissioners identify a line item to pay for siren maintenance, and that could be worked into the next budget. No action was required at this time.

Ms. Bradshaw also reported on Wyoming Refinery Company donating funds to support CPR classes. Two free CPR classes will be available to the public; one in August and another in October.

Commissioner Ertman moved to approve the Catering Permit for Pokey's BBQ & Smokehouse for a wedding at Mallo Camp on August 18, 2018; seconded by Commissioner Wagoner. Carried.

Commissioner Ertman moved to authorize the Chairman's signature on the RT Communications Utility License Upon County Road; seconded by Commissioner Wagoner. Carried.

Announcement was made that the Treasurer's Office will be closed on August 15th from 11:30 a.m. – 1:30 p.m. for the Treasurer's Office staff to attend training in Gillette. The closure will be advertised in the *Weston County Gazette*; Chairman Barton asked Clerk Sellers to coordinate with Treasurer Overman to ensure the phones are answered during the closure period.

Vice Chairman Lambert moved to reappoint Kim Conzelman to the Library Board; seconded by Commissioner Hunt. Carried.

Commissioner Ertman moved to approve the Approval of Engagement Letter for Audit from Porter, Muirhead, Cornia & Howard (PMCH); seconded by Commissioner Wagoner. Carried.

Vice Chairman Lambert moved to authorize the Chairman's signature on the Rental Agreement with the City of Newcastle for Public Defender's Office; seconded by Commissioner Ertman. Carried.

Vice Chairman Lambert reported on the Thunder Basin National Grasslands Collaborative Group meeting in Douglas on July 31, 2018. He noted that five meetings will follow between now and December with subjects assigned to each meeting. DRU Consulting will represent Converse, Campbell and Weston Counties, and each county will also have a commissioner present. Ranchers and grazing associations are invited to participate, including Ty Checketts and Bob Harshbarger from Weston County. Chairman Barton noted that the change in leadership at USFS seems to have facilitated positive steps in the cooperation process.

Commissioner Ertman moved to authorize the Chairman's signature on the Memorandum of Understanding between the USFS and Weston County on Greater Sage Grouse on National Forest System; seconded by Commissioner Wagoner. Carried.

Commissioners Ertman and Hunt departed the meeting at 1:21 and 1:35 p.m., respectively to attend the funeral of Leona Cool, former Clerk of Weston County District Court.

OISD and OWD ENLARGEMENT PETITION

Attorney Curley reviewed the Enlargement Petitions for Osage Improve & Service District and Osage Water District and reported that the petitions are in compliance with special districts statutes. Vice Chairman Lambert moved to authorize the Chairman's signature on a letter supporting the enlargement

petitions of Osage Improve & Service District and Osage Water District; seconded by Commissioner Wagoner. Carried.

ROAD & BRIDGE / ADMINISTRATOR

Administrator Dan Blakeman reported that the CMAQ bids were opened on July 30, 2018. CMAQ Morrissey Road will cost \$302,350.00, which is \$152,350.00 over the amount allocated. CMAQ Grieves Road will cost \$380,950.00, which is \$143,450.00 over the amount allocated. In FY2019, \$977,872.29 is allocated for county road projects, with the balance of the County Road Fund reserve at \$3,040,647.79. Even with the overages in the bids, the expenditures will not likely exceed the allocated \$977,872.29 this fiscal year, so a budget adjustment should not be necessary. If it becomes necessary, a budget amendment to move funds from the County Road Fund will be scheduled.

Road & Bridge Superintendent Rick Williams reported on the requirements to best sustain county roads, including options for fabric, gravel requirements, weight restrictions, etc. Monitoring for weight and other restrictions opens issues of enforcement. Superintendent Williams recommended and prioritized the road projects as follows:

Vice Chairman Lambert moved to authorize \$146,457.72 out of the County Road Fund for CMAQ Grieves (15 miles) and Morrissey (six miles) Road projects; seconded by Commissioner Wagoner. Carried.

Vice Chairman Lambert moved to authorize the Chairman's signature on Resolution 2018-09 for Application of CMAQ Funds for Upton-Fairview Road and Fiddler Creek; seconded by Commissioner Wagoner. Carried.

Commissioner Wagoner moved to authorize the Chairman's signature on Resolution 2018-10 for Application of CMAQ Funds for Morrissey Road; seconded by Vice Chairman Lambert. Carried.

Commissioner Wagoner moved to authorize the Chairman's signature on the contract with Timberline in the amount of \$128,007.07 for the Morrissey Road project; seconded by Vice Chairman Lambert. Carried.

Vice Chairman Lambert moved to authorize the Chairman's signature on the contract with Timberline in the amount of \$380,950.00 for the Grieves Road project; seconded by Commissioner Wagoner. Carried.

Administrator Blakeman reported on progress on the second floor remodel: drywall is complete, and painting is nearly complete this week. Grant applications for new windows and exterior restoration of the courthouse are in progress for the next SLIB application cycle.

Commissioner Ertman returned at 2:30 p.m.

PUBLIC COMMENT

Jim Darlington commented on the condition of Turner Reservoir.

VOUCHERS

066 NCPERS, financial admin, \$272.00, AFLAC, payroll ded, \$2,264.65, Blue Cross Blue Shield, financial admin, \$55,988.99, Great West Trust Co, payroll ded, \$2,175.00, WEBT, financial admin, \$188.55, WC Clerk, financial admin, \$43,614.33, WC Treasurer, financial admin, \$20.00, WY Child Support, payroll ded, \$550.00, WY Dept of Workforce Services, financial admin, \$2,719.20, WY Retirement System, financial

admin, \$30,068.02, Hermes Consolidated, oil/gas/lube, \$21,199.62, Morrison Maierle, master plan, \$13,155.00, Mondell Airport, master plan, \$3,568.76, 21 Electric LLC, repair/maint, \$1,082.60, Alpha Communications, comm, \$55.00, AT&T Mobility, comm, \$1,659.29, BH Chemical & Janitorial, brd of prisoners, \$1,354.81, BH Energy, util, \$3,890.79, BH Plumbing, repair/maint, \$94.00, Bob Barker, brd of prisoners, \$89.99, Byrand Streeter, contract wages/repair, \$1,182.85, Cambria Supply, repair/maint, \$131.08, Casper Star Tribune, print/publ, \$297.68, City of Newcastle, util/dispatch/pub def/p-hlth exp, \$5,532.54, CLT Flooring & Furnishings, emerg repairs, \$360.00, Collins Communications, hmlnd sec exp, \$6,336.60, Communication Technologies, radio exp, \$958.60, Culligan Water Conditioning, misc, \$15.00, Dixon Bros, oil/gas, \$193.78, Double D, repair/maint, \$221.44, Drive Train Industries, repair/maint, \$287.64, Eastern WY Equipment, repair/maint, \$181.59, Election Systems & Software, election supp, \$7,320.48, Finkey Law, special attny, \$1,304.00, Fisher Sand & Gravel, gravel/rd mtrl, \$6,251.38, Frontier Home Ranch & Hardware, repair/maint, \$822.27, FSU Center for Prevention, p-hlth exp, \$300.00, Galls, uniforms/officer equip, \$275.47, Golden West Technologies, comp software, \$2,560.27, Grant Writing USA, mile/trvl, \$355.00, Graphic Designs, hmlnd sec exp, \$26.00, Hillyard/Sioux Falls, janitor supp, \$53.77, Inclusion Solutions, election supp, \$544.00, Ivinson Medical Group, pre-employment, \$153.00, Kyle A. Hamilton, cntrct/equip/lbr, \$2,300.00, Lori Bickford, p-hlth exp, \$280.58, MasterCard, veh maint/ hmlnd sec exp, \$852.42, Matthew Bender & Co, law library, \$168.10, Max Masters, gis land records, \$1,900.00, Minuteman Lube Center, veh maint/fuel, \$67.99, Moore Medical, p-hlth exp, \$280.42, Motor Power Equipment, repair/maint, \$111.82, National Sheriff's Assoc, pub rel, \$60.00, Neela Beardsley, other employees, \$171.50, Newcastle Chamber of Commerce, comm, \$33.36, Newcastle Motors, veh maint/fuel, \$87.56, News Letter Journal, misc/hmlnd sec exp, \$503.25, Office Ally, p-hlth exp, \$19.95, Osage Improvement & Service Dist, coroner exp, \$300.00, Plainsman, supp, \$27.87, Postmaster c/o Attny, postage, \$68.40, Powder River Energy Corp, util, \$1,134.72, Preventive Health & Safety Div, p-hlth exp, \$28.00, Ringer Law, special attny, \$1,302.89, Roadrunner Disposal Service, util, \$60.00, Robert Jackson, attny exp, \$136.41, Robin King Trucking, cntrct/equip/lbr, \$1,955.00, RT Communications, comm, \$2,524.17, Servall Uniform/Linen, janitor supp, \$144.40, ShopKo, hmlnd sec exp, \$38.34, Steven Titus & Assoc, special attny, \$1,388.10, The RT Cox Law Firm, special attny, \$296.00, Thomas L. Bennett, coroner exp, \$1,000.00, Thomson Reuters, law library, \$537.00, Timberline Services, gravel/rd mtrl, \$108,820.83, Top Office Products, misc, \$696.21, Tyler Technologies, comp software, \$40,554.87, Unemployment Tax Division, unemployment, \$5,152.00, Verizon Wireless, comm, \$381.96, Vila's Pharmacy, jail medical, \$78.97, WACO, mile/trvl, \$605.00, Wade Regan Trucking, cntrct/equip/lbr, \$920.00, Wayne Erickson Family Dental, jail medical, \$712.80, WC Sheriffs Search & Rescue, srch/rscue, \$166.99, West End Water Dist, util, \$60.00, West Side Services, cntrct/equip/lbr, \$2,300.00, Western Printing, election supp, \$937.48, WC 4-H Council, ext serv exp, \$60.00, WC Gazette, print/publ, \$935.83, WC Library, block alloc, \$45,780.48, WC Peace Officers Assoc, pub rel/supp, \$240.00, WC Road & Bridge, veh maint/fuel, \$3,917.26, WC Sr Services, brd of prisoners, \$5,460.00, WC Weed & Pest, repair/maint, \$38.25, Wireless Advanced Communications, veh maint/fuel, \$1,124.00, Woody's Food Center, brd of prisoners, \$230.77, WY Automotive Co, repair/maint, \$1,532.27, WY Behavioral Institute, invol commit, \$7,802.00, WY Co Commissioners Assoc, assoc dues, \$7,506.00, WY Dept of Health/Rental, p-hlth exp, \$253.00, WY Machinery, repair/maint, \$1,001.26, WY Network, financial admin, \$259.20. Net Payroll, \$152,635.70.

With no further business, the meeting was adjourned at 2:58 p.m.

Tony Barton
Chairman

Attest: Jill Sellers
Weston County Clerk