

**WESTON COUNTY BOARD OF COMMISSIONERS**  
**OFFICIAL MINUTES**  
**February 4, 2020**

The regular meeting of the Weston County Board of Commissioners was called to order by Chairman Ed Wagoner at 9:00 a.m. at the Weston County Courthouse. Commissioners Ed Wagoner, Nathan Todd, Marty Ertman, and Tony Barton, and Clerk Becky Hadlock were present. Vice-Chairman Todd led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Commissioner Barton requested to have the minutes pulled from the consent agenda and Chairman Wagoner stated he would be giving the report for Road and Bridge Superintendent Rick Williams. Commissioner Barton moved to approve the agenda with changes; seconded by Vice-Chairman Todd. Carried.

Commissioner Tracy Hunt joined the meeting at 9:44 a.m.

Attorney Alex Berger jointed the meeting by phone at 10:00 a.m.

**APPROVAL OF CONSENT AGENDA**

Chairman Wagoner asked to pull Warrant #65893, to Aced Embroidery for embroidered shirts, for discussion. Chairman Wagoner was hesitant to pay this because he felt it would potentially open the door for every department to start buying clothing. Commissioner Ertman stated that the Board had approved to purchase clothing for the Sheriff's Department. Commissioner Hunt commented on a Wyoming Supreme Court case involving gloves and asked Attorney Berger to look into this. Commissioner Barton moved to table the warrant discussion until the next meeting; seconded by Commissioner Hunt. During discussion Commissioner Ertman stated Aced Embroidery to be notified. Carried. Commissioner Barton moved to approve the consent agenda, which includes the vouchers, payroll, collections for January 2020, Chairman's signature on Contractor's Application for Payment No. 3 – Wyoming Earthmoving Corporation, Chairman's Signature on Contractor's Application for Payment No. 2 – JW Services, LLC, Chairman's Signature on Contractor's Application for Payment No. 1 – Wyoming Earthmoving Corporation, Chairman's Signature on Contract with the Wyoming Department of Transportation, the City of Newcastle and Weston County for the 2020 Airport Crack Seal Project, Chairman's Signature on RFP letters to Ms. Younkin, Ms. Bagot, Ms. Norman and Mr. Kennett & Ms. Dale, Tax Roll Correction #1381, Natural Resource RFP Approval, Board Appointment - Kasey Keeler Historical Preservation Board; seconded by Vice-Chairman Todd. Carried.

Commissioner Barton moved to approve the minutes of January 21, 2020 with changes; seconded by Vice-Chairman Todd. Commissioner Ertman abstained from voting because she was not at the meeting. Carried.

**OLD BUSINESS**

**IRP UPDATE**

Attorney Berger reported that he met with the landowners and they were in agreement with the IRP and they would be meeting with Road and Bridge Superintendent Williams on the specifics. Attorney Berger stated the next step was a viewer's report.

## **ROAD & BRIDGE – ENGINEER UPDATE/BLACK THUNDER BRIDGE**

Engineer Jerry Hunt let the board know that Big R sent three employees up to work on the culvert issue and the culverts were now in place. John Lehey, with Wyoming DOT, suggested an epoxy sealer be put on the culverts to help seal them. The projects are shut down at this time due to frost, but the culverts are covered. Engineer Hunt asked the board to consider billing Big R for the extra work spent on the defective culvert. It was discussed that the bill should include the County's time, JW Services' time, as well as the epoxy and filler. Commissioner Ertman would like to have this added to Old Business for the next meeting.

Engineer Hunt then gave an update on the current road projects. The culverts are in on the Fiddler Creek Road, the Soda Creek project is currently shut down and the Black Thunder Bridge bid should be ready to be put into the paper by the end of the current week. Chairman Wagoner reported that Superintendent Williams let him know that the bridge from Big R is being built currently.

## **ELEVATOR RFP**

Clerk Hadlock asked if the Board had any changes for the RFP. The dates were adjusted and the RFP will be put into the newspaper as soon as Clerk Hadlock gets the changes completed.

## **FAIRGROUNDS – OPEN CLASS BUILDING ROOF**

Fairgrounds Manager Kara Fladstol reported to the Board that John Francis stated the Open Class Building roof needs to be replaced as soon as possible before it does more damage to the building. Manager Fladstol also reported that the donation from Pat and Barbara Crow would now be given to the Friends of Fair due to stipulations on the funds and then the invoices will be given to the Fairgrounds for the roofing project.

Manager Fladstol asked for more clarification on how she should auction items from the Fairgrounds equipment. The Board let her know that once the items are sold, the funds go back into the General Fund and then will be earmarked for the funds that the Fairgrounds would like to purchase with them.

Commissioner Barton moved to allow the Fairgrounds to use \$7,000 out of Buildings and Grounds; seconded by Vice-Chairman Todd. During discussion Commissioner Ertman asked if these funds would be spent on the Open Class Building or the Youth Building. Manager Fladstol reported it was for the Open Class. Commissioner Ertman also asked about the donations of forgiven rent that were given by the fair board. Commissioner Barton stated that is why he thought the 1% was a good fund to use for this project. Commissioner Ertman felt this was double dipping and asked if there would be a revenue stream for this project. Manager Fladstol stated the Fair Board would be making a decision on this. Manager Fladstol also reported to the Board that the Fairgrounds does not charge the arena renters the 5% credit card charge as they see this as a wash to saving time to not having to send out the invoices for the arena rental. Commissioner Ertman wants to make sure the County will be made aware of everything that is done to capital projects for insurance purposes. Ayes: Wagoner, Todd, Hunt, Barton. Nays: Ertman. Carried.

## **NEW BUSINESS**

### **SCHEDULE UPTON MEETING**

Commissioner Todd talked with Upton Town Clerk Kelley Millar and she thought it would be best to use Upton Town council's chambers for the Commissioner meeting that will be held in Upton. Commissioner

Ertman moved to hold the Board of Commissioner meeting on April 21<sup>st</sup> at 5:00 p.m. in Upton in the council chambers; seconded by Commissioner Barton. Carried.

#### **GOLDEN WEST QUOTE**

Clerk Hadlock presented a quote from Golden West for a new computer for the Clerk of District Court office. Commissioner Hunt moved to approve the new computer for the Clerk of District Court; seconded by Commissioner Todd. Carried.

#### **CLERK OF DISTRICT COURT**

Clerk of District Court Clerk Tina Cote let the Board know that the gun cabinet was ready and she had concerns about it being stored on the third floor. Clerk Cote reported that the measurements of the cabinet were 3'x4'x4' deep. Concerns were raised about when it would need and where it would be stored. It was determined it would be kept in the office of the courthouse security officer.

#### **ATTORNEY**

Attorney Berger informed the Board of his discussion with the Hospital District's Attorney, Jim Peck, about the land located beside the Hospital. The Release of Rights Reverter states this land was given to the Hospital as a benefit and the Hospital is willing to give a percentage of the profit to the County. Chairman Wagoner requested the percentage be 100% because the previous Board put the stipulations in the documents for a reason. Commissioner Barton doesn't want this to deter a potential business and he would be willing to do a deal of 50/50. Commissioner Hunt would like to have someone from the Hospital come to a Commissioner meeting to discuss this matter further. Commissioner Ertman asked Attorney Berger if this potential business was medically related and Attorney Berger stated it was not. Attorney Berger will see if someone from the Hospital is able to attend the next meeting.

Attorney Berger gave an update on the Annex Parking Lot. He is working on a purchase price of \$37,500 and an arrangement with Frontier of \$7,500 for the lot down below with a lease of \$750 per year for ten years. Frontier will pay to plat it off and they will be responsible for the retaining wall. The board agreed.

#### **AUDITORS**

Paul Stille, with Leo Riley & Co., spoke to the Board of Commissioners concerning a few question they have. The Friends of Fair are no longer wanting to be a part of the County audit and Mr. Stille stated because the Friends of Fair funds are funneled through the Fair Board, this needs to be accounted for in the county's audit. Commissioner Ertman explained that the reason the Board would like to have certain information is due to the fact that these items become fixed assets of the County and then have to become part of the County's insurance. Mr. Stille explained that as part of the accounting principles and for the County to be in compliance, the Friends of Fair need to be part of the audit. No one can force them to be part of the audit, however this will have to be noted in the County's report. Mr. Stille reported that he had asked a representative of the Friends of Fair why they always were willing to be part of the Audit in prior years. According to Mr. Stille, he was told that a member of the Friends of the Fair was an employee of the Clerk's Office and felt pressure to give this information. Mr. Stille stated that all donations should be funneled through the Friends of Fair as any donations given directly to the Fairgrounds would require a budget amendment to inform the public of a change in the Fairground's budget. Mr. Stille stated that the Weed and Pest should be included in the County audit but has not complied for years and it has been noted as such. Mr. Stille would like to have the Friends of Fair let the County Clerk know anytime anything is purchased for the Fairgrounds so that it can be added to the inventory. Fair Board member Justin Mills was present and stated that the Fair Board already adds the

purchases to the Fair Board's inventory, but Mr. Stille would like the information sent directly to the County Clerk's Office so it can be added right away. Commissioner Barton asked Mr. Stile if there was any legal reason the Friends of Fair had to comply with the audit. Mr. Stile reiterated that there was no legal reason.

Commissioner Barton would like to have the grant process and possibly a grant book created and added to the County's website. Commissioner Barton believes this would help all entities understand the process a little bit better and possibly the entities involved in the grants as well. Clerk Hadlock will check with her fellow Clerks to see if any of them have already done this and report back at the next meeting.

Chairman Wagoner would like to have it read into record the resolution that was passed last month.

#### **PUBLIC COMMENT**

None.

#### **VOUCHERS**

066 NCPERS, financial admin, \$256.00, AFLAC, payroll ded, \$2,257.68, Blue Cross Blue Shield, financial admin, \$61,833.81, Great West Trust Co, payroll ded, \$1,290.00, New York Life, financial admin, \$471.28, VSP Vision Care, financial admin, \$592.58, WEBT, financial admin, \$181.35, WC Clerk, financial admin, \$48,843.98, WC Treasurer, financial admin, \$20.00, WY Child Support, payroll ded, \$1,295.00, WY Dept of Workforce Services, financial admin, \$2,609.02, WY Retirement System, financial admin, \$33,988.71, DRU Consulting, financial admin, \$987.38, Newcastle Motors, eqp, \$43,040.00, 21 Electric, repair/maint, \$813.00, 3 Fingers Ranch, contract wages, \$7,935.00, Ad Pro, supp, \$2,862.72, Advanced Drug Testing, misc, \$52.00, Alpha Communications, tower rent, \$55.00, AT&T Mobility, comm, \$1,303.95, Axis Forensic Toxicology, coroner exp, \$230.00, Bam Document Destruction & Recycling, misc, \$346.00, BH Energy, util, \$7,082.24, BH Plumbing, repair/maint, \$94.00, Bomgaars, repair/maint, \$90.42, Brittany Hamilton, ext serv exp, \$32.20, Byrand Streeter, contract wage, \$1,332.09, Cambria Supply, repair/maint, \$211.64, CDW Government, p-hlth exp, \$300.28, City of Newcastle, util/dispatch/pub def/p-hlth exp, \$5,686.29, Communication Technologies, radio exp, \$164.83, Confidential Cleaners, supp, \$200.00, Culligan Water Conditioning, misc, \$63.50, Decker's Market, supp, \$149.03, Denette J Price, mile/trvl, \$37.38, Dixon Bros, oil/gas/lube, \$189.77, Double D, repair/maint, \$274.06, Eastern WY Equipment, maint/fuel, \$78.16, Farnsworth Services, gravel/rd mtrl, \$10,062.50, Fastenal Company, repair/maint, \$129.49, Finkey Law, spc attny, \$910.00, Fisher Sand & Gravel, gravel/rd mtrl, \$79,426.85, Frontier Home Ranch & Hardware, repair maint/supp, \$328.67, Golden West Technologies, comp software/p-hlth exp, \$3,395.47, Heartland Ag Business, supp, \$140.00, Howard Supply, repair/maint, \$47.64, Hurricane Services 21, maj repair/supp, \$14,374.50, Inland Truck Parts, repair/maint, \$18.85, JD Power, misc, \$700.00, Jeff Regan Trucking, contract wages, \$12,305.00, Joe Dixon, maj repair, \$1,000.00, Jub Jub, financial admin, \$54.95, JW Services, contract wages, \$27,386.46, Kimberly Jenkins, mile/trvl, \$37.38, Kregel Towing & Recovery, sheriff exp, \$432.50, Kyra L Evick, other emp, \$450.00, Lakota Contracting, uniforms, \$2,998.17, Law Enforcement Systems, sheriff exp, \$152.00, Lori Bickford, p-hlth exp, \$123.96, Lucille Dumbrill, hist prsrv exp, \$15.00, Mallo Camp, mallo camp, \$1,250.00, Marina Renee McIlvain, coroner exp, \$200.00, MasterCard, mile/trvl, \$589.99, Max Masters, gis land records, \$1,900.00, McKesson Medical-Surgical, p-hlth exp, \$79.52, Minuteman Lube Center, maint/fuel, \$79.99, Motor Power Equipment, repair/maint, \$87.71, Newcastle Ambulance Service, ambul, \$23,572.00, Newcastle Chamber of Commerce, chamber, \$725.00, News Letter Journal, print/publ, \$587.70, Osage Improvement & Service District, coroner exp, \$312.00, Powder River Energy, util, \$1,920.03, Power Plan, repair/maint, \$2,688.53, R&S Northeast, p-hlth exp, \$44.46, Ricks Electric, maj repair, \$283.12, Roadrunner Disposal Service, util, \$60.00, Roberts Machine & Repair, repair/maint, \$1,077.22, Robin King Trucking, contract wages, \$8,797.50, Rocky

Mountain Propane, util, \$1,155.00, RT Communications, comm, \$2,854.25, Sanofi Pasteur, p-hlth exp, \$400.82, Servall Uniform Linen, supp, \$347.41, Stephens-Peck, supp, \$100.00, Stulken Law, spc attny, \$1,785.00, The Little Print Shop, p-hlth exp, \$61.21, Timberline Services, gravel/rd mtrl, \$713.00, Titan Machinery, repair/maint, \$1,000.85, Top Office Products, supp/misc, \$2,460.02, Town of Upton, comm ctr/landfill, \$2,193.75, Upton Ambulance, ambul, \$3,750.00, Upton Chamber of Commerce, chamber, \$425.00, Upton Co-op, oil/gas/lube, \$17,634.52, Upton Senior Center, sr center, \$531.25, Verizon Wireless, comm, \$327.23, Vicki Hayman, ext serv exp, \$83.95, Visionary Communications, attny exp, \$309.15, Voelkers Autobody, maint/fuel, \$85.00, Wade Regan Trucking, contract wages, \$10,407.50, West End Water District, util, \$60.00, West Side Services, contract wages, \$9,315.00, WC 4-H Council, ext serv exp, \$116.96, WC Fairboard, fairgrounds, \$29,371.32, WC Gazette, print/pub, \$1,665.13, WC Health Services, misc, \$1,733.00, WC Hospital District, prvntn mng, \$104,461.29, WC Library, block alloc, \$25,889.56, WC Natural Resource District, nat res, \$1,168.75, WC Road & Bridge, maint/fuel, \$2,376.94, WC Sr Services, brd of prisoners/sr meal, \$8,070.50, Weston Engineering, engineer srvs, \$76,738.95, Wilder Graphic Design, supp, \$446.84, Woody's Food Center, brd of prisoners/supp, \$237.42, WRS Group, wic exp, \$95.51, WY Automotive, repair/maint, \$809.91, WY Behavioral Institute, invol commit, \$6,786.00, WY Clerks of District Crt, court fees, \$150.00, WY Dept of Agriculture, maint, \$25.00, WY Dept of Health, p-hlth exp, \$17,231.47, WY Dept of Health/Rental, p-hlth exp, \$229.95, WY Law Enfrcmnt Academy, school exp, \$40.10, WY Machinery, repair/maint, \$2,807.96, WY Network, financial admin, \$270.00, WY Public Health Division, p-hlth exp, \$76.00, WY Taxpayers, financial admin, \$195.00, WY Earthmoving, contract wages, \$224,853.06, Net Payroll, \$164,319.07.

With no further business, the meeting was adjourned at 11:45 p.m.

Ed Wagoner  
Chairman

Attest: Becky Hadlock  
Weston County Clerk