

**WESTON COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
May 5, 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, Tracy Hunt and Tony Barton, and Weston County 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 Barton moved to approve the agenda; seconded by Vice-Chairman Todd. Ayes: Wagoner, Todd, Hunt, Barton. Nays: Ertman. Carried.

APPROVAL OF CONSENT AGENDA

Commissioner Ertman moved to approve the consent agenda, which includes the vouchers, payroll, collections for April 2020, minutes of April 21, 2020, Treasurer's Report, Chairman's signature on Resolution 2020-07 – 2020 Election Districts and Precincts for Primary and General Elections, Chairman's signature on 2020-08 – Absentee Voting; seconded by Commissioner Hunt. Carried.

During the signing of the vouchers Engineer Jerry Hunt called to visit with the Board in regards to a pay application submitted by Wyoming Earthmoving Corporation. Chairman Wagoner advised Engineer Hunt that the pay app was over the original bid and explained to Engineer Hunt that a change order was needed. Engineer Hunt advised the Board he would be doing this at the end of the project. Clerk Hadlock let the Board know that the voucher was incomplete so it was mailed to Wyoming Earthmoving Corporation to be filled out.

4-H REPORT

Brittany Hamilton, 4-H Youth Development Educator, gave a report to the Board about her office. Ms. Hamilton reported that 4-H Camp has been cancelled and will not be held this year. Livestock judging will be done online and Ms. Hamilton asked the Board for permission to purchase take home kits for kids. Comments were made about the upcoming budget. Chairman Wagoner added that the budget was going to be really tight. Ms. Hamilton reported that she has visited with Dr. Jording about having weigh-ins without people getting out of their vehicles. Ms. Hamilton reported that as of now fair is still a go. Commissioner Hunt asked if the kids that miss out on camp this year will get to go next year. Commissioner Barton said that anyone can go. Commissioner Hunt stated the reason he was asking was because of the 5th graders at the schools. Ms. Hamilton let the Board know that because 4-H camp has been cancelled she will not be using the \$3000 so she wondered if that money will just stay in that account or if she will need to reapply. The Board let her know that she will need to go through the same process as last year. Commissioner Ertman asked Ms. Hamilton what was done with the donations that they had received for 4-H Camp. Ms. Hamilton let her know that they still had them.

BUDGET ADJUSTMENT REQUEST

Clerk of District Court Clerk Tina Cote met with the Board and requested a budget adjustment to her special attorney fee's line. Clerk Cote explained that the account is over due to the amount of cases needing court appointed attorneys. Clerk Cote is requesting an additional \$15,000-\$20,000 be added to the line item. Vice-Chairman Todd asked what are the circumstances that the judge won't make the individuals pay back the special attorney. Clerk Cote answered that the judges usually do not require

them to pay this back. Commissioner Ertman asked if there would be an increase due to the situation that we are currently in. Clerk Cote does think there will be an increase due to the economy, layoffs and overall stress due to the current pandemic. Commissioner Ertman moved to have a budget amendment hearing set for May 19, 2020 at 10:00 a.m. to move \$25,000 from 100.00.20.0099000.0000 Misc. Financial Admin. into 100.00.11.0018000.0000 District Court Special Attorney Account; seconded by Commissioner Barton. Carried.

Commissioner Hunt asked Clerk Cote if the public could attend hearings via zoom. Clerk Cote explained they could via Microsoft Teams or by phone. Commissioner Hunt stated our State Constitution states the public is allowed to attend and asked that it be publicly posted. Commissioner Ertman asked if Team was free and Attorney Berger stated it was. Attorney Berger added that the Courtroom closure would be reviewed on the 20th.

OLD BUSINESS

COMMISSIONER'S SCHOLARSHIP

Commissioner Barton moved to award the 2020-2021 Weston County Commissioners' Scholarships as discussed. Commissioner Ertman thanked the applicants that applied. The Board agreed that it was hard to decide and thank you to the teachers as it was National Teacher Week; seconded by Commissioner Ertman. Carried.

NEW BUSINESS

PLAN OF ACTION FOR COURTHOUSE OPENING

The Board visited on what the best solution would be for opening up the Courthouse. There will be a table set up in front of the Treasurer's and Clerk's Office running along the staircase to block the use of the staircase. The restrooms will be closed to the public and signs will be placed on both entrances. This will be done with one entrance at the south entrance and exit through the east door. The Security Officer will maintain and direct the public to the table. The Security Officer will monitor social distancing and group requirements. The drop boxes will remain outside, as there will be limits on how many customers will be allowed inside at one time. Third-floor and basement access will be elevator only. Special arrangements for outdoor entrance for handicapped will have to work out with the Security Officer. Clerk Hadlock will be in charge of how the vault will be handled.

COVID-19 UPDATE

County Health Officer Mike Jording, Homeland Security Coordinator Gilbert Nelson and Public Health Director Lori Bickford came before the Board to discuss what is taking place with COVID-19 pandemic in the County. Coordinator Nelson let the Board know that a County Task Force has been formed and he is the manager of this group. Dr. Jording handed out copies of two County variances that are being sent to the State Health Officer for approval, one allowing restaurants and eating establishments to open with restrictions and the second to allow churches to open with restrictions as well. Director Bickford stated the EOC has been opened for 50 days.

COUNTYWIDE VARIANCE

Representatives Tyler Lindholm, Ogden Driskill and Hans Hunt were present to visit with the Board about the current pandemic situation. Representative Lindholm supports the Board in opening back up with restrictions. Representative Driskill agrees that this is a good thing for Weston County to do but everyone needs to understand that if the cases spike we could go backwards. Representative Driskill

appreciates Weston County being proactive. Representative Hunt thinks that it was a good thing that the Task Force was created. There was discussion about the money that will need to be spent by December and both Representative Lindholm and Representative Driskill are hoping some of those funds can be allotted to Weston and Crook County. Representative Driskill stated we should always "Plan for the Worst, Hope for the Best".

Commissioner Barton moved to open the Courthouse on May 11th with the guidelines discussed and the Clerk will open the vault by appointment only; seconded by Commissioner Ertman. Carried.

Commissioner Ertman asked about the turnaround time on the Variances. Dr. Jording stated they should have an answer by Thursday as there has been about a 24 hour turnaround time. Coordinator Nelson let the Board know he would put the Variances out once they were approved.

PUBLIC COMMENT

Mr. Trandahl asked when the variances would be sent to the State and Dr. Jording let him know they would be sent out today.

VOUCHERS

066 NCPERS, financial admin, \$256.00, AFLAC, payroll ded, \$2,257.68, Blue Cross Blue Shield, financial admin, \$60,494.93, Great West Trust Co, payroll ded, \$1,670.00, New York Life, financial admin, \$471.28, VSP Vision Care, financial admin, \$596.09, WEBT, financial admin, \$187.65, WC Clerk, financial admin, \$49,811.97, WC Treasurer, financial admin, \$20.00, WY Child Support, payroll ded, \$1,015.00, WY Dept of Workforce Services, financial admin, \$2,539.85, WY Retirement System, financial admin, \$36,731.53, Hermes Consolidated, oil/gas/lube, \$14,474.35, Ad Pro, supp, \$386.77, Aim Equipment & Supply, repair/maint, 198.00, Alpha Communications, tower rent/radio exp, \$55.00, Antlers, hmlnd sec exp, \$88.78, Architectural Specialties, repairs, \$161.43, AT&T Mobility, comm, \$1,236.83, BH Chemical & Janitorial, inmate prog, \$917.44, BH Energy, util, \$5,123.62, Bomgaars, hmlnd sec exp, \$51.96, Butte Co Sheriff's Office, attny exp, \$66.00, Byrand Streeter, contract wage, \$1,332.09, Cambria Supply, repair/maint, \$131.32, Campbell Co Memorial Hospital, invol commit, \$2,470.00, Casper Police Dept, supp, \$60.00, Casper Star Tribune, airport exp, \$1,098.08, Catherine Alison Emmert, contract wages, \$405.00, Chrisjen L McIlwain, coroner exp, \$300.00, City of Newcastle, util/dispatch/p-hlth exp, \$5,169.89, Confidential Cleaners, supp, \$100.00, Control Solutions, p-hlth exp, \$175.00, Creative Product Source, hmlnd sec exp, \$393.89, Culligan Water Conditioning, misc, \$21.50, Cynthia Crabtree, misc, \$54.94, Decker's Market, supp, \$23.25, Dixon Bros, oil/gas/lube, \$221.98, Double D, repair/maint, \$1,754.26, Dru Consulting, financial admin, \$920.00, Eastern WY Equipment, hmlnd sec exp/repair/maint, \$325.22, Fastenal, repair/maint, \$145.42, Fisher Sand & Gravel, gravel/rd mtrl, \$8,750.76, Frontier Home Ranch & Hardware, repair maint/supp, \$335.86, Globalstar, hmlnd sec exp, \$3,886.43, Golden West Technologies, comp software/p-hlth exp, \$4,379.97, Great Western Tire, repair/maint, \$2,506.28, Hillyard/Sioux Falls, supp, \$165.52, Hometown Medical Clinic, supp, \$225.00, Hurricane Services 21, supp, \$4,672.36, Jim Stith, hmlnd sec exp, \$484.09, KASL, p-hlth exp, \$290.00, Keeline Ranch Co, rd fund, \$16,890.00, Keyhole Technologies, Imbr/clvrts, \$6,521.80, Kyra L Evick, other emp, \$450.00, Lakota Contracting, office equip, \$1,214.95, Lori Bickford, p-hlth exp, \$272.77, Mallo Camp, mallo camp, \$1,250.00, MasterCard, hmlnd sec exp, \$396.25, Max Masters, gis land records, \$2,300.00, McKesson Medical-Surgical, p-hlth exp, \$15.01, MG Oil Company, repair/maint, \$573.65, Michelle Sweet, p-hlth exp, \$360.00, Motor Power Equipment, repair/maint, \$169.38, Mountain States Lithographing, supp, \$182.87, National Public Safety Info Bureau, sheriff exp, \$149.00, Newcastle Ambulance Service, ambulance/invol commit, \$7,286.88, Newcastle Motors, veh maint/equip prchs, \$83,482.35, News Letter Journal, print/publ/supp, \$1,053.25, Office Ally,

p-hlth exp, \$35.00, Osage Improvement & Service District, coroner exp, \$312.00, Pitney Bowes Global Financial, supp, \$297.47, Powder River Energy, util, \$1,753.96, Powder River Heating & AC, repair, \$1,651.58, Power Plan, repair/maint, \$5,836.70, R&S Northeast, p-hlth exp, \$49.50, Rapid Delivery, post/freight, \$14.38, Rasmussen Electric, repair, \$250.44, Ricks Electric, repair, \$777.56, Roadrunner Disposal Service, util, \$60.00, RT Communications, comm, \$2,347.06, Scott E Beachler, contract wages, \$1,818.00, Servall Uniform Linen, supp, \$261.98, Soda Creek Land Holdings, rd fund, \$6,750.00, Stalker Radar, sheriff exp, \$2,321.50, Stulken Law, spc attny, \$180.00, Texas Refinery, repair/maint, \$835.50, Thomas L Bennett, coroner exp, \$2,250.00, Top Office Products, supp, \$533.62, Town of Upton, comm ctr/landfill, \$2,193.75, Travelers, misc insurance, \$720.00, Uber Geek Computers, supp, \$200.00, Ultra Bright Lightz, hmlnd sec exp, \$149.99, Upton Ambulance, ambulance, \$3,750.00, Upton Chamber of Commerce, upton chmbr, \$425.00, Upton Co-op, oil/gas/lube, \$26,729.99, Upton Senior Center, sr ctr, \$531.25, Verizon Wireless, comm, \$275.16, Visionary Communications, attny exp, \$103.05, Voelkers Autobody, hmlnd sec exp, \$236.52, WC&PAA, attny exp, \$300.00, West End Water District, util, \$60.00, WC Gazette, print/pub, \$1,142.00, WC Health Services, in home health, \$1,359.00, WC Library, block alloc, \$25,889.56, WC Natural Resource, nat res, \$1,168.75, WC Road & Bridge, maint/fuel, \$2,917.88, WC Sr Services, sr meal/brd of prisoners, \$7,746.50, WC True Value, hmlnd sec exp/repair, \$356.88, Whites Queen City, maint/fuel, \$829.48, Wilder Graphic Design, wic exp, \$92.25, Woody's Food Center, brd of prisoners/supp, \$662.47, WY Automotive, repair/maint, \$758.87, WY Co Commissioners, comm exp, \$300.00, WY Coroners, coroner exp, \$175.00, WY Dept of Health/Rental, p-hlth exp, \$308.25, WY Machinery, repair/maint, \$4,453.60, WY Network, financial admin, \$270.00, WY Earthmoving, rd mtrl, \$16,510.79, Net Payroll, \$169,429.66.

With no further business, the meeting was adjourned at 12:50 p.m.

Ed Wagoner
Chairman

Attest: Becky Hadlock
Weston County Clerk