

**WESTON COUNTY BOARD OF COMMISSIONERS**  
**OFFICIAL MINUTES**  
**October 4, 2022**

The regular meeting of the Weston County Board of Commissioners was called to order by Chairwoman Marty Ertman at 9:00 a.m. at the Weston County Courthouse. Commissioners, Nathan Todd, Tony Barton and Don Taylor, Deputy Attorney Jeani Stone and Clerk Becky Hadlock were present. Clerk Hadlock led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Vice-Chairman Todd reported that Les Riehemann with Upton Ambulance indicated that they would not be able to attend but he would like to add Executive Session in this time slot. Clerk Hadlock asked to add Maintenance Supervisor Steve Price at 11:15 a.m., Commissioner Tony Barton asked to add Local Assistance Allocation under New Business. Commissioner Barton moved to approve the agenda with changes; seconded by Vice-Chairman Todd. Carried.

Commissioner Barton moved to recess until 9:45 a.m. to work on vouchers; seconded by Commissioner Taylor. Carried.

**APPROVAL OF CONSENT AGENDA**

Commissioner Barton moved to deny warrant #69905 & #69922; seconded by Vice-Chairman Todd. Carried. Vice-Chairman Todd moved to approve the Consent Agenda, minus warrant #'s 69946, 69901, 69895 & 69931, which included the vouchers, payroll, AP vouchers, Collections for September 2022, Minutes of September 20, 2022, Board's Signature on County Road Fund Project Eligibility Certification Form, Board's Signature on MRG-19039 Letter to SLIB, Chairman's Signature on Amended and Restated Cooperative Agreement Between the Wyoming Department of Transportation & the Weston County Commissioner, Board's Signature on Proclamation in Support of Childhood Cancer Awareness Week, Board Appointment: Weston County Historical Preservation Board – Cindy Dysart; seconded by Commissioner Taylor. Carried.

Commissioner Barton moved to approve warrant # 69946 and try to get reimbursed for the late fees; seconded by Commissioner Taylor. Carried.

Commissioner Barton moved to pay warrant # 69901, 69895 & 69931; seconded by Vice-Chairman Todd. Ayes: Todd, Barton, Taylor. Nays: Ertman. Carried.

**ROAD & BRIDGE**

Road & Bridge Superintendent Jim Hansen will replace the bridge that was lost on Butcher Road with 10' culverts. WYDOT can't get an engineer on the Dewey Road Bridge project until 2027. The Board would like to table this until the next meeting so that Superintendent Hansen can visit with Scott Taylor. Superintendent Hansen gave the Board an update on the Road & Bridge Department.

**PUBLIC HEALTH**

Weston County Public Health Nurse Manager Sarah Gregory gave the Board an update on Public Health. Commissioner Barton moved to allow Public Health to close and post notice for October 18<sup>th</sup> and 26<sup>th</sup> so they can do the flu clinics; seconded by Commissioner Taylor. Carried.

**NEW BUSINESS**

### **EXECUTIVE SESSION – POTENTIAL LITIGATION**

Vice-Chairman Todd moved to go into Executive Session per W.S. 16-4-405(a)(iii), seconded by Commissioner Taylor. Carried. Executive Session began at 10:30 a.m. and reconvened into regular session at 10:50 a.m. Matters concerning possible litigation were discussed in Executive Session, no action was taken.

Commissioner Barton moved for the Chairman to draft a letter to Special Council Tucker Ruby; seconded by Vice-Chairman Todd. Carried.

### **CREDIT CARD POLICY**

Discussion on what is allowed and what is not allowed for purchase with the county credit card ensued. This will be added under Old Business.

### **LOCAL ASSISTANCE**

Commissioner Barton let the Board know there is \$496,000 that can be applied for before January 2023. This will be added under Old Business.

### **OLD BUSINESS**

#### **FAIRGROUNDS**

Charles Martens had gifted property to the Fairgrounds and this needs to be annexed back into the Fairgrounds. Clerk Hadlock will put this into the form of a Resolution bringing it back into the Fairgrounds.

#### **EMPLOYEE HANDBOOK**

Deputy Attorney Jeani Stone gave an update on the Employee Handbook.

#### **DISPATCH CONTRACT**

Deputy Stone updated the Board on the Dispatch contract. Deputy Stone will send a letter to the City Attorney, Mayor Pam Gualtieri and Newcastle City Council.

#### **MAINTENANCE FOREMAN**

Maintenance Foreman Steve Price presented estimates for the Public Health and the Annex roof repair. Commissioner Barton moved to authorize Foreman Price to get the Annex and Public Health re-roofed; seconded by Commissioner Taylor. Carried. Foreman Price also had an estimate for the carport removal and the sidewalk repair. The Board would like him to get another estimate. Commissioner Barton moved to authorize Foreman Price to get the sidewalk fixed and try negotiating the price or get another bid; seconded by Vice-Chairman Todd. Discussion ensued. Carried.

The Board asked Foreman Price to go to the Fairgrounds and look at the list of repairs. Foreman Price indicated if he does this, he asked that a Commissioner go as he is not comfortable going alone.

Foreman Price would like to visit with the Board and would like to be added to the next agenda.

#### **PUBLIC COMMENT**

NONE

## VOUCHERS

066 NCPERS, financial admin, \$224.00, AFLAC, payroll ded, \$2,411.27, Family Support Registry, payroll ded, \$247.00, Great-West Trust Company LLC, payroll ded, \$1,240.00, New York Life, financial admin, \$512.59, WEBT, financial admin, \$77,760.86, Weston County Clerk, financial admin, \$54,690.66, Weston County Treasurer, financial admin, \$15.00, WY Child Support Enforcement, payroll ded, \$1,250.00, WY Department of Workforce Services, financial admin, \$2,422.14, WY Retirement System, payroll ded, \$41,394.24, Traveler's, misc insurance, \$66,637.00, Ann K Slagle, elctn slry, meals, mile/trvl, \$273.75, Debbi L Piper, elctn slry, meals, mile/trvl, \$199.38, Harriet Birkley, elctn slry, meals, mile/trvl, \$196.50, Leslie Townsend, elctn slry, meals, mile/trvl, \$240.00, WEBT, financial admin, \$78,661.66, Abbey Lacey, ext sec wkshp trng, \$97.00, Aced Embroidery, shrf uniforms, \$582.00, Ad Pro, clerk/crthse/r&b supp, \$787.20, Allied 100 LLC, hmlnd sec exp, law enf supp, shrf school exp, \$982.97, Alpha Communications, law enf tower rent, \$55.00, Amber Green, crthse other emp, \$425.60, Andrew Longland, frgrnds slry, \$213.75, Archivesocial Inc, shrf spec off equip, \$4,990.00, AT&T Mobility, shrf/r&b/maint/hmlnd sec comm, \$1,545.45, Becky Hadlock, clerk mile/trvl, \$190.00, Black Hills Chemical & Janitorial, law enf brd of prisoners, \$413.93, Black Hills Energy, crthse/law enf/r&b/frgrnds/annx/p-hlth/wic util, \$4,835.31, Black Hills Plumbing, frgrnds repair/maint, crthse maj repairs, bldg & grnds maj repair, \$924.53, Blue Dog Cleaning, annx cntrct wages, \$390.00, Bomgaars, frgrnds repair/maint, r&b repair/maint, crthse repair/maint, shrf offcr equip, \$296.21, Byrand Streeter, arprt cntrct wages, arprt repair/maint, \$1,593.32, Cambria Discount Drug LLC, law enf jail medical, \$85.32, Cambria Supply, r&b repair/maint, r&b sm tools, frgrnds repair/maint, \$233.14, Carmen Simon, p-hlth em prep, p-hlth immuniz, \$36.55, Catherine Alison Emmert, law enf repair/maint, \$448.00, Central WC Solid Waste District, cwcswd, \$1,875.00, Christina Cote, dist crt mile/trvl, \$98.53, City of Newcastle, crthse/law enf/annx/p-hlth/wic/frgrnds/r&b/dispatch util, \$10,905.66, Clarine Knighten, coroner depty calls, \$792.66, Collins Communications Inc, frgrnds util, \$30.00, Comtronix, crthse misc, \$90.00, Control Solutions, p-hlth immuniz, \$64.00, Creative Product Source, hmlnd sec exp, \$413.75, Crook County, comp softwr lic, \$11,407.00, Crook County Coroner's Office, coroner fees/trans, coroner inqst & invstgtns, \$1,697.10, Culligan Water Conditioning, r&b supp, annx misc, \$41.00, Day Law LLC, dist crt special attny, \$875.00, Decker's Market, ext nutrition educ, p-hlth comm, \$193.95, Double D, r&b oil/gas/lube, r&b repair/maint, \$904.93, Eastern WY Equipment Co, r&b repair/maint, frgrnds repair/maint, \$255.96, Election Systems & Software Inc, elctn misc, print/publ, \$10,194.41, Fisher Sand & Gravel, r&b gravel/rd mtrl fund, rd constr co rd fund, \$32,039.75, Fred's Welding Service, law enf repair/maint, \$240.00, Frontier Home, Ranch & Hardware, arprt repair/maint, hmlnd sec exp, crthse repair/maint, annx misc, ext supp, p-hlth supp, r&b repair/maint, law enf supp, \$571.09, Golden West Technologies, annx comp softwr lic, shrf spec offcequip, crthse comp softwr lic, p-hlth comm, p-hlth immuniz, p-hlth em prep, attny office equip/tech, \$3,942.50, Hillyard/Sioux Falls, crthse janitor supp, \$151.17, Hometown Medical Clinic PC, law enf pre empl, \$220.00, Humphrey Law LLC, dist crt special attny, \$885.91, Jones & Bartlett Learning, shrf school exp, \$8.21, Jub Jub Inc, frgrnds util, misc comp softwr lic, \$368.25, Kami L Lopez, frgrnds slry, \$187.50, KASL, p-hlth em prep, p-hlth immuniz, wic spec proj, \$518.50, KC's Lawn Service, bldg & grnds maj repair, \$250.00, Kevin Stolz, shrf officer equip, \$10.00, LexisNexis-Matthew Bender & Co, attny office exp, \$190.66, LN Curtis & Sons, shrf uniforms, \$193.16, Lou's Service LLC, frgrnds repair/maint, \$913.00, M Dean Butler, frgrnds slry, \$217.50, Marco, Inc, annx comp softwr lic, \$246.94, Mastercard, law enf brd of prisoners, law enf veh maint/fuel, assr mile/trvl, attny comm, attny office equip/tech, attny trvl/meals/regis, crthse comp softwr lic, elctn office exp, p-hlth em prep, p-hlth mch grant, r&b post/frgth, hmlnd sec exp, frgrnds admin/fees, frgrnds util, shrf veh maint/fuel, \$3,074.15, Max Masters, gis land records, \$2,000.00, Michelle Sweet, p-hlth mile/trvl, \$482.39, Mike Frolander,

coroner deputy calls, \$730.66, Mike's Equipment Service, airport support equip, \$202.50, Minuteman Lube Center, sheriff veh maint/fuel, \$2,467.00, NACCTFO, treasurer mile/trvl, \$100.00, Newcastle Ambulance c/o Campbell County Health, new ambulance, \$3,750.00, News Letter Journal, attorney office exp, print/public, advert tax sls, election print/public, public health comm, wic spec proj, district crt supp, crthse misc, crthse supp, \$4,112.27, OpSec Security Inc, treasurer supp, \$225.00, Orcutt Police Defensive Systems Inc, law enf det equip/ammo, sheriff spec offc equip, \$1,291.00, Paul C Grummons, bldg & grnds maj repair, \$60.00, Pitney Bowes Global Financial Services LLC, crthse post/freight, \$650.07, Pitney Bowes Inc, crthse post/freight, \$19.08, Postmaster c/o Sheriff, law enf inmate program, sheriff post/freight, \$180.00, Powder River Energy Corporation, public health/wic/hmlnd sec/frgrnds/r&b/airport/law enf util, \$2,677.07, Powder River Heating & AC, crthse maj repairs, \$437.50, Power Plan OIB, r&b repair/maint, \$106.53, RANGE, airport/public health/wic/frgrnds/assr/clrk/crthse/treas/ext/law enf/shrf/dist crt/r&b/hmlnd sec comm, \$2,834.94, Reserve Account-Pitney Bowes, crthse post/freight, \$4,000.00, Roadrunner Disposal Service, airport util, \$60.00, Sagebrush Marketing, frgrnds util, crthse misc, \$502.49, Sanofi Pasteur, public health immuniz, \$3,869.43, Self Storage LLC, election misc, \$150.00, Servall Uniform/Linen Co, crthse janitor supp, frgrnds repair/maint, \$116.33, Steven Annetts, sheriff investgtns, \$360.22, Susan K Overman, treasurer mile/trvl, \$115.00, Thomson Reuters-West, misc law library, \$1,497.00, Timberline Services, r/b cong-mit 2022 exp, rd constr co rd fund, \$223,250.00, Toolpushers Supply Co, r&b repair/maint, \$756.05, Top Office Products, crthse supp, dist crt supp, law enf repair/maint, public health immuniz, wic spec proj, \$2,184.15, Trugreen, bldg & grnds maj repair, \$237.00, Upton Ambulance, upton ambul, \$5,000.00, Upton Chamber of Commerce, upton chmbr, \$575.00, Upton Co-op Association, r&b oil/gas/lube, \$45,259.76, Verizon Wireless, frgrnds util, public health em prep, public health mch grant, \$278.89, Vicki Hayman, ext nutrition educ, \$36.25, Visionary Communications, annx comm, \$158.10, West End Water District, airport util, \$60.00, Weston County, bldg & grnds maj repair, \$263.35, Weston County 4-H Council, ext nutrition educ, ext supp, \$471.53, Weston County Gazette, advert tax sls, misc print/public, election print/public, \$3,150.00, Weston County Humane Society, humane soc, \$750.00, Weston County Library, library blk alloc, \$24,329.83, Weston County Pharmacy, law enf jail medical, \$11.28, Weston County Road & Bridge, airport supp equip, srch & rscue, law enf veh maint/fuel, sheriff veh maint/fuel, yth svcs trvl/train, maint veh maint/fuel, assr veh maint/fuel, frgrnds util, \$6,766.12, Weston County School District #1, financial admin, \$400.00, Weston County Sheriff's Office, law enf inmate program, sheriff post/freight, yth svcs office exp, \$100.90, Weston County Senior Services, law enf brd of prisoners, \$2,684.00, Wilder Graphic Designs, sheriff veh maint/fuel, misc print/public, \$1,264.82, Woody's Food Center, law enf brd of prisoners, election supp, crthse janitor supp, ext nutrition educ, hmlnd sec exp, \$199.29, Wyoming Association of County Officers, clerk mile/trvl, sheriff mile/trvl, treasurer mile/trvl, \$1,500.00, Wyoming Department of Health/Rental, public health mile/trvl, public health reimb to state, \$15,821.62, Wyoming Department of Transportation, rd constr co rd fund, \$2,050.47, WY Network, financial admin, \$270.00, Wyoming Public Health Division, public health supp, \$42.00, Wyoming Earthmoving Corp, rd constr co rd fund, \$2,000.00, Net Payroll, \$185,423.55.

With no further business, the meeting was adjourned at 12:31 p.m.

Marty Ertman  
Chairman

Attest: Becky Hadlock  
Weston County Clerk

