

**WESTON COUNTY BOARD OF COMMISSIONERS**  
**OFFICIAL MINUTES**  
**August 1, 2023**

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 Don Taylor, Vera Huber and Garrett Borton, Attorney Michael Stulken and Clerk Becky Hadlock were present. *News Letter Journal* reporter Walter Sprague led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Commissioner Huber asked to add Hiring Freeze E-mail under Old Business, Attorney Stulken asked to add Executive Session to the end of the meeting. Commissioner Taylor moved to approve the agenda as amended; seconded by Commissioner Huber. Carried.

**APPROVAL OF CONSENT AGENDA**

Commissioner Huber asked to pull Resolution 2023-22, Resolution 2023-23, Audit Engagement Agreement and Warrant #71109. Commissioner Taylor asked to pull Warrant #71128 and Chairman Wagoner asked to pull Warrant #71139. Commissioner Taylor moved to approve the Consent Agenda which included the vouchers, payroll, AP vouchers, collections for July 2023, Minutes of July 18, 2023, Chairman's Signature on Clerk's Abstract Statement, Board's Signature on Resolution 2023-21 – Amendment to the 2023-2024 Budget, Chairman's Signature on Dewey Road Bridge Project Contract with Timberline Services, Chairman's Signature on Modification of Grant or Agreement Between the WC Government and the USDA, Forest Service Medicine Bow-Routt National Forest and Thunder Basin National Grassland, Chairman's Signature on Provider of Service Agreements, 24 Hour Permit for Pam Gualtieri, DBA Pizza Barn – Rescue 100 @ Travel Center: 8/3/2023 – 8/7/2023, Board's Signature on County Road Fund Project Eligibility Certificate Form – Surveying Barton Road #75, Tax Roll Correction #1599, Approval of MIL Levy's; seconded by Commissioner Huber. Carried.

Commissioner Huber asked about Warrant #71109 to Crook County Clerk. Clerk Hadlock explained this was for the ESRI mapping program for the County.

Commissioner Taylor asked about Warrant #71128 to Julio Holguin. Discussion ensued.

Chairman Wagoner asked about Warrant #71139 to Mondell Heights. Discussion ensued and this work will be put out for bid.

Commissioner Huber moved to advertise for interested parties to do Title 25 transfers and for Commissioner Taylor to get the proper paperwork to the County Attorney so that he can get paid; seconded by Commissioner Taylor. Carried.

Commissioner Huber moved to pay Warrant #71109 and #71128 putting Warrant #71139 on hold until Commissioner Taylor's paperwork is done with the County Attorney; seconded by Commissioner Borton. Carried.

Attorney Stulken explained why Resolution 2023-22 – Resolution by the Board of County Commissioners/County Board of Equalization of West County, Wyoming to Adopt Identical Emergency Rules had to be done. Discussion Ensued.

Commissioner Huber let the Board know that she had looked into the Welcome Home Wyoming program and she felt it was not something that the Board of County Commissioners should get involved in. Commissioner Huber moved to take it off of the table for now; seconded by Commissioner Taylor. Carried.

Commissioner Huber would like to look for a new audit company for next year. Discussion ensued.

Commissioner Huber moved to approve Resolution 2023-22 and Chairman's Signature on Audit Engagement Agreement; seconded by Commissioner Borton. Carried.

#### **PUBLIC COMMENT**

David Kline spoke during public comment.

#### **WYDOT – STIP**

Scott Taylor, District Engineer, Michelle Edwards, District Traffic Engineer & Josh Junt, Resident Engineer, were present to give the annual STIP presentation.

#### **CONTRACT ABBEY LACEY TO TRAIN NEW EXTENSION OFFICE EMPLOYEE**

University of Wyoming Community Vitality and Health Educator Vicki Hayman came before the Board about contracting former employee Abbey Lacey to train the new Extension Office employee. Commissioner Taylor moved to approve the Extension Office to contract Abbey Lacey to train new Extension Office Employee for a maximum of five days at \$19.00/hour; seconded by Commissioner Huber. Carried.

#### **CHAMBER OF COMMERCE**

Newcastle Chamber of Commerce President Henry Nissel gave the Board an update on the Newcastle Area Chamber of Commerce.

#### **OLD BUSINESS**

#### **IMPROVE & MAINTAIN CURRENT ROADS IN LOOKOUT MOUNTAIN SUBDIVISION**

Discussion ensued on making the possibility of making this a County Road and it was decided it could not be a County Road. The residents will look into possible funding from the BLM to help with the maintenance.

#### **VOLUNTEER BOARD DISCUSSION**

Commissioner Huber would like the Board of Commissioners to be Liaisons and learn what the other Boards do, not micromanage them. Commissioner Huber moved to go forward and make a commitment to have part in the volunteer boards on a quarterly basis. Commissioner Huber will put a list together and send it to the Board; seconded by Commissioner Taylor. Carried.

#### **HIRING FREEZE E-MAIL**

Discussion ensued on the Department Heads and Elected Officials not needing to come before the Board if they are hiring new employees, to replace those that have quit or retired, as long as it does not change their budget and the benefits are the same. Commissioner Huber moved to have Clerk Hadlock send out a new e-mail to clarify that they need to come before the Board if there is a change to their budget and if it is going to affect the benefits, etc.; seconded by Commissioner Taylor. Carried.

## **FAIRGROUNDS**

Fair Board Members David Kline and Billy Jackson came before the Board to discuss donations received and the funds for the 2024 budget. Chairman Wagoner let them know that the donations they receive are to go to the Friends of Fair. Discussion ensued that the budget that was approved was for the 2024 fiscal year. Fair Board will be added to the September 5<sup>th</sup> agenda.

## **NEW BUSINESS**

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

Commissioner Huber moved to go into Executive Session per W.S. 16-4-405(a)(iii), seconded by Commissioner Borton. Carried. Executive Session began at 12:33 p.m. and reconvened into regular session at 1:04 p.m. Matters concerning potential litigation were discussed in Executive Session, no action was taken.

### **VOUCHERS**

066NCPERS, financial admin, \$240.00, AFLAC, payroll ded, \$2,988.66, Family Support Registry, payroll ded, \$247.00, Great-West Trust Company, payroll ded, \$890.00, New York Life, financial admin, \$512.59, WEBT, financial admin, \$89,303.33, Weston County Clerk, financial admin, \$52,759.63, WY Child Support Enforcement, payroll ded, \$550.00, WY Department of Workforce Services, payroll ded, \$2,124.12, WY Retirement System, payroll ded, \$40,749.31, Weston County Library, block alloc, \$145,978.99, 21 Electric LLC, arprt runway repair/maint, bldg & grnds maj repair, \$2,529.15, Ad Pro, dist crt supp, clerk supp, assr supp, crthse supp, law enf supp, annx janitor supp, treas supp, \$551.55, Alpha Communications, law enf tower rent, \$55.00, Amber Green, crthse other empl, \$595.00, Architectural Specialties LLC, bldg & grnds maj repair, \$688.58, AT&T Mobility, shrf comm, maint comm, hmlnd sec exp, r&b comm, \$1,526.40, Axon Enterprise Inc, shrf spec off equip, \$14,868.00, Black Hills Energy, crthse util, r&b util, hmlnd sec exp, p-hlth util, wic spec proj, annx util, \$2,436.91, Blue Dog Cleaning, annx cntrct wages, \$390.00, Bomgaars, bldg & grnds maj repair, fair admin/fees, shrf veh maint/fuel, \$611.88, Byrand Streeter, arprt cntrct wages, arprt fuel tnk maint, arprt repair/maint, arprt spprt equip, \$1,924.11, Cambria Discount Drug LLC, law enf jail medical, \$54.10, Cambria Supply, r&b repair/maint, \$2.76, Carmen Simon, p-hlth immuniz, p-hlth supp, \$132.66, City of Newcastle, law enf util, annx util, p-hlth util, wic spec proj, fair util, r&b util, \$1,072.44, Clinical Lab of the Black Hills, coroner autopsies, \$2,495.00, Collins Communications Inc, dst crt comm, fair util, crthse maj repair, \$1,099.82, Communication Technologies, hmlnd sec exp, \$166.00, Comtronix, bldg & grnds maj repair, \$90.00, Crook County Family Violence, cc fmly violence, \$956.25, Crook County Public Health, p-hlth immuniz, \$847.80, Crook County Clerk's Office, comp softwr lic, \$11,779.64, Culligan Water Conditioning, annx misc, r&b supp, \$41.00, Dakota Asphalt, bldg & grnds maj repair, \$35,840.00, Dave Osborne, attny trvl/mile, \$89.60, Day Law LLC, dist crt spec attny, \$350.00, Decker's Market, ext nutr educator, \$3.89, Denette J Price, treas mile/trvl, \$37.99, Eastern WY Equipment Company, r&b repair/maint, \$5.22, EBS/Around the Office, treas supp, \$62.50, Election Systems & Software Inc, elctn repair/maint, \$6,505.00, Engineering Associates, rd constr co rd fund, \$2,210.00, Erin Persche, ext 4H educator/trvl, \$214.19, Evident Inc, shrf investigations, \$463.77, First Northern Bank of WY, law enf brd of prisoners, law enf jailor schools, attny office exp, coroner school exp, hmlnd sec exp, \$2,054.01, Golden West Technologies, shrf spec off equip, crthse comp softwr lic, p-hlth comm, p-hlth util, annx comp softwr lic, attny office equip/tech, hmlnd sec exp, crthse maj repairs, misc comp softwr lic, \$4,263.13, Horning Horning & McGrath, dist crt spec attny, \$18.00, Inberg-Miller Engineers, rd constr co rd fund,

\$15,980.00, Indoff Incorporated, law enf supp, \$570.88, Jennifer Liggett, crthse other empl, \$80.00, Julio C Holguin, bldg & grnds maj repair, \$10,660.00, Kami L Lopez, fair slry, \$2,126.25, KC's Lawn Service, crthse other empl, \$300.00, Kregel Towing & Recovery, shrf investigations, \$118.60, Mallo Camp, mallo camp, \$1,441.00, Marco Inc, annx comp softwr lic, \$291.47, Marina Renee Mcilvain, coroner deputy calls, \$150.00, Max Masters, gis land records, \$2,000.00, Meridian Mortuary, coroner fees/trans, \$295.00, Minuteman Lube Center, shrf veh maint/fuel, \$179.98, Mitich's Repair, shrf veh maint/fuel, \$316.49, Mondell Heights LLC, co ward-invol, \$2,252.70, Monument Health, coroner autopsies, \$1,844.00, Monument Health Spearfish, law enf jail medical, \$2,896.78, Motorola Solutions, shsp 2022 interop comm, \$2,604.84, Newcastle Ace Hardware, crthse repair/maint, fair admin/fees, fair repair/maint, r&b sm tools, \$974.55, Newcastle Equipment Co Inc, fair repair/maint, \$7.00, News Letter Journal, fair admin/fees, dist crt supp, misc print/publ, p-hlth em prep covid19 vacc, crthse misc, ext supp, \$1,626.82, Niobrara County Sheriff, shrf investigations, \$160.00, Office Ally, p-hlth immuniz, \$35.00, Plainsman, crthse supp, \$899.06, Powder River Energy Corporation, p-hlth util, wic spec proj, hmlnd sec exp, fair util, r&b util, arprt util, arprt util, law enf util, \$5,230.50, Quality Agg & Construction Inc, r&b gravel/rd mtrl fund, \$611.75, Randy Bury, p-hlth immuniz, \$60.26, RANGE, arprt comm, p-hlth util, wic spec proj, fair util, assr comm, clerk comm, crthse comm, treas comm, ext comm, shrf comm, dist crt comm, r&b comm, hmlnd sec exp, \$4,708.64, Reserve Account-Pitney Bowes, crthse post/frght, \$4,000.00, Roadrunner Disposal Service, arprt util, fair admin/fees, \$210.00, Rocky Mountain Info Network, shrf spec off equip, \$50.00, Sagebrush Marketing, fair admin/fees, \$2,330.20, Scott E Beachler, coroner school exp, \$275.66, SD Overhead Doors, arprt repair/maint, \$96.10, Self Storage LLC, elctn misc, \$150.00, Servall Uniform/Linen Company, fair admin/fees, crthse janitor supp, \$334.69, Sparks & Stripes Fabrication LLC, p-hlth em prep covid19 vacc, \$1,686.00, Tammy Cleverdon, treas mile/trvl, \$37.99, Thomson Reuters-West, law library, \$858.00, Timberline Services, r&b cong-mit 2023, rd constr co rd fund, \$170,063.30, Top Office Products, p-hlth immuniz, p-hlth supp, p-hlth mch grant, p-hlth em prep covid19 vacc, dist crt supp, crthse supp, treas supp, \$2,205.02, Town of Upton, upton comm cntr, upton landfill, \$2,193.75, Trugreen, bldg & grnds maj repair, \$72.00, Tyler Technologies, comp softwr lic, \$51,357.40, Upton Senior Center, upton sr citizens, \$531.25, Verizon Wireless, fair admin/fee, p-hlth mch grant, \$234.64, Visionary Communications, annx comm, \$162.45, Volunteers of America, vol of america, \$2,125.00, Weston County Sheriff's Search & Rescue, coroner rent, \$250.00, West End Water District, arprt util, \$62.00, Weston County Fairboard, financial admin, \$250.00, Weston County Gazette, p-hlth em prep covid19 vacc, misc print/publ, shrf pub rel, \$1,124.00, Weston County Health Services, in-home health, \$1,500.00, Weston County Road & Bridge, coroner veh maint/fuel, law enf veh maint/fuel, shrf mile/trvl, shrf veh maint/fuel, assr mile/trvl, \$5,093.81, Weston County Sheriff's Office, shrf post/frght, \$45.87, Weston County Senior Services, law enf brd of prisoners, \$4,258.00, Wilder Graphic Design, law enf brd of prisoners, assr supp, hmlnd sec exp, \$503.54, William H Curley III, dist crt spec attny, \$358.00, Woody's Food Center, law enf brd of prisoners, \$114.27, WY County Commissioners Association, comm assoc dues, financial admin, \$17,214.00, WY County Assessor's Association, assr mile/trvl, \$200.00, WY Department of Agriculture, fair admin/fees, law enf brd of prisoners, \$200.00, WY Department of Health/Rental, p-hlth mile/trvl, p-hlth em prep covid19 vacc, p-hlth mch grant, p-hlth reimb to state, \$16,790.47, WY Machinery Co, r&b repair/maint, \$278.37, WY Network, financial admin, \$270.00, WY Public Health Division Combined Laboratories, p-hlth supp, \$28.00, WYDOT-Financial Services, r&b old hwy 85, crthse supp, \$1,923.97, Net Payroll, \$180,678.85.

With no further business, the meeting was adjourned at 1:04 P.m.

Ed Wagoner  
Chairman

Attest: Becky Hadlock  
Weston County Clerk