

WESTON COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
January 2, 2024

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 Nathan Todd, Don Taylor, Vera Huber and Garrett Borton, Attorney Michael Stulken and Clerk Becky Hadlock were present. Assistant Publisher/Editor for the *Weston County Gazette*, Nick Trandahl led the Pledge of Allegiance.

APPROVAL OF AGENDA

Chairman Wagoner asked to have the Treasurer's Report pulled from the Consent Agenda. Vice-Chairman Todd asked to pull Notice of Final Payment to Contractor from the Consent Agenda for discussion and asked to add Elevator Ramp under New Business. Commissioner Taylor asked to add discussion on Upton Meeting under New Business, Attorney Present under Old Business. Commissioner Huber asked to add Zoom Meetings, Volunteer Board and Meeting Procedures/By-Laws all under Old Business. Commissioner Borton moved to approve the agenda as amended; seconded by Commissioner Taylor. Ayes: Wagoner, Taylor, Huber, Borton. Nays: Todd. Carried.

ELECTION OF OFFICERS

Commissioner Huber nominated Commissioner Taylor for Chairman. Ayes: Taylor, Huber, Borton. Nays: Wagoner, Todd. Carried. Commissioner Taylor voted as Chairman. Chairman Taylor nominated Commissioner Borton for Vice-Chairman. Ayes: Taylor, Huber, Borton. Nays: Wagoner, Todd. Carried.

APPROVAL OF CONSENT AGENDA

Vice-Chairman Borton moved to approve the Consent Agenda which included the vouchers, payroll, AP vouchers, collections for December 2023, Minutes of December 19, 2023, Executive Session Minutes of December 19, 2023, Tax Roll Correction #1619-1620, Chairman's Signature on Project Acceptance Certificate Dewey Road #2 Bridge Replacement, Board Appointments: Weston County Fair Board – Billy Jackson, Predator – Mark Henry; seconded by Commissioner Huber. Carried.

Commissioner Todd moved to approve Chairman's Signature on Notice of Final Payment to Contractor; seconded by Commissioner Wagoner. Carried.

PUBLIC COMMENT

None

OFFICIAL NEWSPAPER

Bids were requested from the two newspapers that are published in Weston County. A specific set of minutes were given to each, requesting submission of a cost per column inch and to include a total cost for publishing that set of minutes. A bid was received from the *Weston County Gazette* in the amount of \$6.00 per column inch with a total cost to publish the sample of \$264.00, with a paid circulation of 632. A quote was received from the *News Letter Journal* in the amount of \$10.50 per column inch with a total cost to publish the sample of \$945.00, with a paid circulation of 1572. Commissioner Wagoner moved to appoint the *Weston County Gazette* as the official Weston County newspaper in 2024; seconded by Commissioner Todd. Discussion ensued. Ayes: Wagoner, Todd, Huber. Nays: Taylor, Borton. Carried.

VAULTSIDE UPDATE

Attorney Michael Stulken let the Board know that he will have a contracted drafter and ready to sign at the next meeting. This will be added under Old Business for the next meeting.

HANDBOOK

The Board and Clerk Hadlock went over changes and updates to the proposed handbook. Commissioner Huber will get the changes and updates to Deputy Attorney Jeani Stone and an updated version will be e-mailed out for review before the next meeting. This will be added under Old Business for the next meeting.

OLD BUSINESS

ATTORNEY PRESENT

Chairman Taylore would like to have Attorney Stulken present at the Commissioner Meetings. Attorney Stulken stated he had Court on Tuesdays. This was tabled until the January 16th meeting and will be added under Old Business.

UPTON MEETINGS

Commissioner Huber would like to have Quarterly Meetings in Upton. Commissioner Huber moved that the Board commit to going to Upton for Commissioner meeting the second meeting of the last month of each quarter; seconded by Vice-Chairman Borton. Discussion ensued. Carried.

VOLUNTEER BOARDS

Commissioner Huber moved to put a schedule together and send out an invite to the County Boards to attend the County Commissioner meetings to give updates; seconded by Vice-Chairman Borton. Discussion ensued. Carried.

MEETING PROCEDURES & BY-LAWS

Commissioner Huber will send out a copy of the proposed meeting procedures and by-laws and a workshop can be scheduled once the handbook is finished.

ZOOM MEETINGS

Commissioner Huber would like to have Charles train a couple Commissioners on setting up the meetings and have the video recorded and put on the website. Commissioner Wagoner stated livestream was not required by statute, the Clerk's minutes are what the Board signs off on. Commissioner Huber moved to have two Commissioners meet with Charles and be trained on the system, have Charles go over it and see if we can fix some of the problems we have; seconded by Vice-Chairman Borton. Carried.

NEW BUSINESS

ELEVATOR RAMP

Commissioner Todd gave an update that White's Construction reported the elevator is working fine and they are going to start working on the ramp however the windows and wall are leaking.

VOUCHERS

066NCPERS, financial admin, \$256.00, AFLAC, payroll ded, \$3,055.37, Great-West Trust Company LLC, payroll ded, \$870.00, New York Life, financial admin, \$512.59, WEBT, financial admin, \$93,504.75, Weston County Clerk, financial admin, \$51,911.65, WY Child Support Enforcement, payroll ded, \$550.00, WY Department of Workforce Services, payroll ded, \$2,163.36, WY Retirement System, payroll ded, \$40,335.58, 21 Electric LLC, bldg & grnds maj repair, gen dispatch exp, \$290.00, Aced Embroidery, shrf new equip, \$20.00, Ad Pro, clrk supp, dist crt supp, p-hlth post/freight, shrf supp, treas supp, wic spec proj, \$603.20, Advanced Communications, law enf supp, \$115.00, Alpha Communications, law enf tower rent, \$55.00, Amanda McDade, p-hlth em prep, \$288.20, Amber Green, crthse other empl, \$645.00, American Solutions for Business, crthse supp, \$89.59, AT&T Mobility, hmlnd sec exp, maint comm, shrf comm, \$1,435.29, Black Hills Chemical & Janitorial, law enf brd of prisoners, \$5,919.23, Black Hills Energy, annx util, bldg & grnds maj rep, crthse util, fair util, hmlnd sec exp, law enf util, p-hlth util & em prep, r&b util, wic spec proj, \$23,289.81, Black Hills Plumbing, law enf repair/maint, \$201.00, Blue Dog Cleaning, annx misc, \$390.00, Bobcat of Gillette, crthse repair/maint, \$1,865.71, Bomgaars, crthse repair/maint & janitor supp, \$158.45, Byrand Streeter, arprt cntrct wages, \$1,731.71, Cambria Discount Drug, jail med, \$81.76, Cambria Supply, r&b repair/maint, \$20.75, Carmen Simon, p-hlth comm & post/freight, p-hlth em prep & supp, \$526.51, CharmTex, law enf supp, \$129.90, City of Newcastle, annx util, crthse util, fair util, law enf util, p-hlth util, r&b util, wic spec proj, \$1,800.60, Clinical Lab of Black Hills, coroner autopsies, \$2,339.00, CAN Surety, fair admin/fees, \$120.00, Collins Communications Inc, dist crt comm, fair util, \$155.00, Communication Technologies, misc financial admin, \$1,150.00, Creative Product Source, hmlnd sec exp, \$770.82, Culligan Water Conditioning, annx misc, r&b supp, \$21.50, Deckers Market, annx misc, ext education & 4H support, \$327.88, Department of Environmental Quality, arprt fuel tnk maint, \$400.00, Double D, crthse supp, r&b oil/gas/lube & repair/maint, \$1,364.34, Eastern WY Equipment Company, r&b oil/gas/lube, & repair/maint, \$401.18, Erin Persche, ext 4h educator/trvl, \$37.34, Farnsworth Services Co Inc, rd constr co rd fund, \$32,062.50, First Northern Bank of WY, attny office equip/tech, law enf school brd of prisoners, misc financial admin, p-hlth em prep, shrf mile/trvl, \$1,576.62, Fisher Sand & Gravel, fed min roy black thunder brdg, misc grant match, r&b gravel/rd mtrl fund, \$133,269.72, G&R Controls Inc, bldg & grnds maj repair, \$709.00, Godfrey Brake Service & Supply, r&b repair/maint, \$377.09, Golden West Technologies, annx comp softwr lic, crthse comp softwr lic, p-hlth comm & em prep, shrf spec office equip, \$5,671.78, Grossenberg Implement, r&b leased equip, r&b post/freight & repair/maint, \$8,968.75, Haynes Trucking, rd constr co rd fund, \$4,691.25, Hometown Medical Clinic PC, law enf pre empl, \$110.00, Horning Horning & McGrath, dist crt spec attny, \$162.00, Humphrey Law LLC, dist crt spec attny, \$1,015.20, Hurricane Services 21 LLC, bldg & grnds maj rep, \$250.00, IAAO, assr mile/trvl, \$240.00, Indoff Incorporated, shrf supp, \$214.82, Jason Jenkins, law enf uniforms, \$33.95, Jeff Regan Trucking, rd constr co rd fund, \$11,238.75, Jennifer Liggett, crthse other empl, \$90.00, Jub Jub Inc, misc comp softwr lic, \$90.00, Julio C Holguin, arprt repair/maint, \$897.50, Kami L Lopez, fair slry, \$772.50, KASL, p-hlth em prep, \$522.00, Kimberly Jenkins, treas mileage, \$37.99, Liberty Law Offices PC, dist crt special attny, \$382.40, Marco Inc, annx comp softwr lic, \$172.34, Marty Borgialli, r&b post/freight, \$31.15, Max Masters, gis land records, \$2,000.00, Meridian Mortuary, coroner fees, \$295.00, Michelle Sweet, p-hlth immuniz, \$21.99, Minuteman Lube Center, shrf veh maint/fuel, \$231.98, Mondell Heights LLC, misc co ward- invol, \$2,402.70, Monument Health Client Billing, coroner autopsies, \$461.00, Motorola Solutions, shrf veh maint/fuel, \$473.04, National Public Safety Info Bureau, shrf investigations, \$159.00, Newcastle Ace Hardware, crthse repair/maint, fair repair/maint, law enf repair/maint, p-hlth em prep, \$981.38, Newcastle Chamber of Commerce, newc chmbr comm, \$575.00, Newcastle Country Club, attny trial prepare exp, \$646.00, Newcastle Motors, law enf veh maint/fuel, \$112.40, News Letter Journal, misc print/publ, p-health em prep, r&b supp, shrf supp, treas supp, \$749.72, Nutrition Matters Inc, wic specproj, \$21.50, Perspective Enterprises, wic spec proj, \$95.00, Pitney Bowes Global Financial Services LLC, crthse post/freight, \$856.95, Pocket Press LLC, shrf officer exp, \$189.83, Powder River Energy Corporation, arprt util, fair util, hmlnd sec exp, law enf

util, p-hlth comm & util, r&b util, wic spec proj, \$2,734.66, Power Plan OIB, r&b oil/gas/lube, repair/maint & cntrct/equip/lbr, \$5,864.57, R&S Northeast LLC, p-hlth supp, \$18.13, RANGE, arprt comm, assr comm, attny comm, clrk comm, crthse comm, dist crt comm, ext comm, fair util, hmlnd sec exp, law enf util, p-hlth em prep & util, r&b comm, shrf comm, treas comm, wic spec proj, \$3,077.22, RDJ Specialties, hmlnd sec exp, \$977.70, Ricks Electric, dispatch exp, \$4,977.00, Roadrunner Disposal Service, arprt util, \$60.00, Sagebrush Marketing, fair admin/fees, \$100.00, Scott E Beachler, coroner autopsies, \$197.82, Self Storage LLC, gen elctn misc, \$150.00, Servall Uniform/Linen CO, crthse janitor supp, fair repair/maint, \$183.10, Subway, shrf pub rel & supp, \$593.89, Sundance Extinguisher LLC, arprt repair/maint, bldg. & grnds maj repair, \$152.00, Syn-Tech Systems, r&b fuel tank maint, \$61.00, Tammy Cleverdon, treas mile/trvl, \$37.99, Timberline Services, rd constr co rd fund, \$16,416.00, Top Office Products, clrk supp, crthse supp, dist crt supp, law enf maint, \$718.03, Triple Seven Trucking LLC, rd constr co rd fund, \$6,615.00, Upton Co-op Association, r&b oil/gas/lube, \$39,934.73, US Postal Service, shrf supp, \$398.00, Verizon Wireless, fair repair/maint, p-hlth em prep & mch grant, \$284.55, Vicki Hayman, ext nutrition education, \$37.34, Visionary Communications, annx comm, \$165.60, Voelkers Autobody, r&b repair/maint, \$240.00, Volunteers of America, vol of america, \$2,125.00, Waynes Heating Service, r&b repair/maint, \$180.00, WC Sheriffs Search & Rescue, coroner rent, \$250.00, Weeg & Bradford Trucking, rd constr co rd fund, \$42,120.00, West End Water District, arprt util, \$60.00, West Side Services, rd constr co rd fund, \$15,052.50, WC 4-H Council, ext 4h support & education, \$132.79, WC Gazette, misc adverts tax sls, misc print/publ, p-hlth em prep, \$756.00, WC Health Services, r&b cntrct/equip/lbr, \$50.00, WC Hospital District, prevention management, \$8,572.47, WC Road & Bridge, arprt support equip, law enf, maint veh main/fuel, shrf veh maint/fuel, \$4,098.08, WC Senior Services, law enf brd of prisoners, \$3,460.00, Wilson Plumbing Services LLC, bldg & grnds maj repair, \$160.00, Woody's Food Center, arprt janitor supp, ext nutrition educator, law enf brd of prisoners, \$246.92, WY Assoc of Sheriffs & Chiefs, shrf pub rel, \$650.00, WY Department of Health, p-hlth mch grant & mile/trvl, \$112.50, WY Machinery Company, r&b repair/maint, \$1,507.87, WY Network, financial admin, \$270.00, WY State 4H Foundation, ext education, \$100.0, Net Payroll, \$181,242.80.

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

Don Taylor
Chairman

Attest: Becky Hadlock
Weston County Clerk