

**WESTON COUNTY BOARD OF COMMISSIONERS**  
**OFFICIAL MINUTES**  
**February 6, 2024**

The regular meeting of the Weston County Board of Commissioners was called to order by Chairman Don Taylor at 9:00 a.m. at the Weston County Courthouse. Commissioners Ed Wagoner, Nathan Todd, Garrett Borton and Vera Huber, Attorney Michael Stulken and Clerk Becky Hadlock were present. Mick Bohn opened the meeting with prayer, and Commissioner Wagoner led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Chairman Taylor asked to move the Fairgrounds update after Road & Bridge and the Proposal from the *News Letter Journal* after Prevention Management. Commissioner Huber asked to add Human Resources under Old Business. Attorney Stulken asked to move the Executive Session to 11:30. Clerk Hadlock asked for the Treasurer's Report to be removed from the Consent Agenda. Vice-Chairman Borton moved to approve the agenda as amended; seconded by Commissioner Huber. Carried.

**APPROVAL OF CONSENT AGENDA**

Vice-Chairman Borton moved to approve the Consent Agenda which included the payroll and payroll voucher, collections for January 2023, Minutes of January 16, 2024, Special Meeting Minutes of February 2, 2024, Chairman's Signature – Credit Card Pre-Authorization Request Road & Bridge, Chairman's Signature – Grant Agreement Between Wyoming Department of Health, Public Health Division and Weston County, Board's Approval – Cooperative Agreement for Responsibilities Between Wyoming Department of Family Services, Child Support Program and Weston County Clerk of District Court, Board's Signature on letter to County Boards, Tax Roll Correction #1621-16230, Board Appointments: Weston County Historical Preservation Board – Lucas Keeler, Library Board – Steve Smith; seconded by Commissioner Wagoner. Carried.

**PUBLIC COMMENT**

Stanley Jasinski spoke during public comment.

**ROAD & BRIDGE**

Road and Bridge Superintendent Jim Hansen gave the Board an update on the Road & Bridge Department. The Board would like to have the Wyoming Department of Transportation attend the next meeting to discuss upcoming projects. This will be added under old business for the next meeting.

**FAIRGROUNDS UPDATE**

Fair Board members David Kline, Billy Jackson and Francie Hamilton came before the Board to give an update on the indoor arena and the Fairgrounds. Commissioner Huber moved to allow the Fair Board to receive their \$10,000 for the Fair expenses; seconded by Vice-Chairman Borton. Carried. moved to approve the credit card pre-authorization, for QuickBooks, in the amount of \$400 +/- some; seconded by Commissioner Taylor. Carried.

**PREVENTION MANAGEMENT**

Community Prevention Specialist Kristi Lipp discussed the spending of Problem Gambling funds the Board had received and the possibility of 21-Wellness working with the Communities of Upton and Newcastle on ways to spend these funds. Bob Bonnar, editor for the *News Letter Journal*, put together a proposal for advertising with these same funds. Commissioner Todd moved to a lot the Gambling Funds

to the 21 Wellness coalition to let the professionals spend the funds; seconded by Commissioner Wagoner. Discussion ensued. Ayes: Wagoner, Todd. Nays: Huber, Taylor, Borton. Failed. The Board would like 21 Wellness to put a proposal together and bring it to the next meeting. This will be added under Old Business for the next meeting.

### **INFORMATIONAL – ARTICLE 3 SECTION 3 – COUNTY SENATOR & COUNTY REPRESENTATIVE VACANCIES**

William Curley let the Board know that Citizens of Weston County will be coming to the Board with a Proposed Resolution declaring Vacancies and Mr. Curley would like the Board to pass this Resolution. Discussion ensued.

### **RARE EARTH UPDATE**

Roger Conett came before the Board to give an update on Rare Element Resources.

### **OLD BUSINESS**

#### **EMPLOYERS' COUNCIL RENEWAL**

Commissioner Huber let the Board know that the Companies that she researched were not good for Weston County. She has contacted Marsha Ramono who will contract with Weston County as our HR person. She passed out her resume and would like the Board to interview her at the next meeting. This will be added under Old Business for the next meeting.

#### **HANDBOOK PRINTING BIDS**

Commissioner Huber collected two bids for printing the Employee Handbook. The first one was from Sagebrush Marketing for \$733.20 and the second was from Wilder Graphic Design for \$1,415.97. Commissioner Huber moved to hire Sagebrush Marketing to print the new Handbooks for \$733.20 and pay for this out of financial admin; seconded by Vice-Chairman Borton. Discussion ensued. Carried.

### **EXECUTIVE SESSION**

Commissioner Todd moved to go into Executive Session per W.S. 16-4-405(a) (ii) & W.S. 16-4-405(a) (iii), seconded by Vice-Chairman Borton. Carried. Executive Session began at 11:35 a.m. and reconvened into regular session at 11:52 a.m. Matters concerning potential litigation and personnel were discussed in Executive Session, no action was taken.

### **VAULTSIDE**

This will be added under Old Business for the next meeting.

### **ATTORNEY ATTENDANCE AT MEETING**

Attorney Stulken let the Board know that there will be someone from his office at the meetings.

### **SECURITY POLICY**

The Board would like Sheriff Bryan Colvard to explain the need for the Newcastle Police Department Officers to have keys to the Courthouse.

### **NEW BUSINESS**

The Board signed the Updated Weston County Employee Handbook dated January 16, 2024.

## **PUBLIC COMMENT**

Ron Briggs spoke during public comment.

## **COMMISSIONER COMMENTS**

Commissioner Todd spoke during Commissioner Comments.

## **AP VOUCHERS**

Commissioner Wagoner pulled warrant #71907 for discussion. The Board would like to put Homeland Security Coordinator Gilbert Nelson on the agenda for the next meeting to discuss this with him.

Commissioner Todd moved to approve the AP Vouchers; seconded by Vice-Chairman Borton. Carried.

## **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, \$91,264.50, Weston County Clerk, financial admin, \$53,463.57, WY Child Support Enforcement, payroll ded, \$550.00, WY Department of Workforce Services, payroll ded, \$2,243.91, WY Retirement System, payroll ded, \$41,109.54, Aaron Sadler, juror, \$60.00, Alan Parks, juror, \$35.40, Alice Wright, juror, \$30.00, Allen Dixon, juror, \$60.00, Alyssa Lichtenberger, juror, \$30.00, Anna Logan, juror, \$30.00, Austin Machacek, juror, \$36.03, Barbara Riggs, juror, \$30.00, Billie Rose, juror, \$64.84, Brian Yeager, juror, \$60.00, Courtnie Benshoof, juror, \$30.00, Craig Bruch, juror, \$30.00, David Kiesling, juror, \$30.00, David Wolfe, juror, \$30.00, Dennis Merritt, juror, \$30.00, Donald Dilts, juror, \$30.00, Earl Jensen, juror, \$65.51, Ellen Butts, juror, \$30.00, Esther Ferguson, juror, \$30.00, Francie N Gregory, juror, \$30.00, Gayle Weeg, juror, \$30.00, Gianna Fullerton, juror, \$30.00, Hale Redding, juror, \$60.00, Hayden Overman, juror, \$30.00, Holly Rogers, juror, \$60.00, Janette Jones, juror, \$40.05, Jennifer R Proffer, juror, \$60.00, Jeremy Richardson, juror, \$30.00, Joseph C Bau, juror, \$46.75, Judith Harrington, juror, \$30.00, Julieta Huey, juror, \$30.00, Justin Daigh, juror, \$30.00, Kandace Mefford, juror, \$41.39, Karamia Meader, juror, \$30.00, Kathleen E Murray, juror, \$30.00, Kathleen Haymaker, juror, \$30.00, Kelly Wellman, juror, \$30.00, Kenneth Smith, juror, \$60.00, Kristen Kohlbrand, juror, \$30.00, Lisa Lam, juror, \$60.00, Marion Cotterman-Young, juror, \$30.00, Mary Sepke, juror, \$40.05, Matthew Pzinski, juror, \$30.00, Megan Gordon, juror, \$78.91, Paula M Carr, juror, \$106.90, Riley Hampton, juror, \$37.37, Robert Goodart, juror, \$30.00, Rodney Dowding, juror, \$30.00, Sandra Vandeest, juror, \$43.40, Scott Sewell, juror, \$139.06, Shane Cermak, juror, \$30.00, Shaylin D Jerry, juror, \$30.00, Staci Farnsworth, juror, \$30.00, Steven Gale, juror, \$60.00, Tanner Johnson, juror, \$30.00, Terry Debeer, juror, \$30.00, Tracy Wickersham-Frey, juror, \$136.38, Vonda Emmert, juror, \$30.00, William Hallett, juror, \$60.00, Ad Pro, clrk supp, r&b maint, assr supp, law brd prisoner, \$331.71, Advanced Drug Testing, r&b cntrct, \$62.40, Alpha Communications, law enf tower rent, \$55.00, Amber Green, crthse other empl, \$710.00, American Solutions for Business, crthse supp, \$634.51, Angela Phillips, p-hlth mile/trvl, \$37.52, Applied Concepts, misc eqp, \$7,117.50, Archivesocial, sheriff spec eqp, \$5,988.00, AT&T Mobility, hmlnd sec exp, maint comm, shrf comm, \$1,621.78, Bam Document Destruction, crthse misc, \$397.90, Black Hills Chemical & Janitorial, law enf brd of prisoners, \$748.36, 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, \$7,365.52, Blue Dog Cleaning, annx misc, \$390.00, Bomgaars, crthse janitor supp r&b repair/maint, \$355.73, Byrand Streeter, arprt cntrct wages, \$1,731.71, Cambria Discount Drug, jail med, \$97.48, Cambria Supply, r&b repair/maint, \$8.00, Carmen Simon, p-hlth comm, p-hlth em prep, \$641.68, City of Newcastle, annx util, crthse util, fair util,

law enf util, p-hlth util, r&b util, wic spec proj, \$1,114.93, Clerk of District Court, juror/wtnss, \$68.31, Clinical Lab of Black Hills, coroner autopsies, \$3,962.00, Collins Communications Inc, dist crt comm, fair util, \$155.00, Comtronix, bldg & grds maj rep, \$90.00, Crook Co Family Violence, cc fmly violence, Culligan Water Conditioning, annx misc, r&b supp, \$28.00, Dakota Fluid Power, r&b repair/maint, \$674.54, Day Law, special attny, \$400.00, Deckers Market, annx misc, ext education & 4H support, \$62.70, Denette J Price, treas mile/trvl, \$38.86, Double D, crthse supp, r&b oil/gas/lube, p-hlth immuniz, \$2,717.13, Eastern WY Equipment Company, r&b oil/gas/lube, & repair/maint, \$242.03, Eaton Sales & Service, r&b fuel tank, \$1,427.75, Enamel Pins, hmlnd sec exp, \$795.00, Fenoff Consulting, sheriff inv, \$350.00, First Northern Bank of WY, attny office equip/tech, law enf brd of prsnrs, \$121.56, Fisher Sand & Gravel, fed min roy black thunder brdg, r&b gravel/rd mtrl fund, \$11,123.19, Godfrey Brake Service & Supply, r&b repair/maint, \$440.00, Golden West Technologies, annx comp softwr lic, crthse comp softwr lic, p-hlth comm & em prep, shrf spec office equip, \$18,954.05, Grimms Pump & Industrial Supply, airport fuel tnk maint, \$780.48, Horning Horning & McGrath, dist crt spec attny, \$27.00, Humphrey Law LLC, dist crt spec attny, \$1,920.10, Hurricane Services 21 LLC, bldg & grnds maj rep, \$405.00, Inberg-Miller Engineers, rd fund, \$2,940.60, Inland Truck Parts, r&b repair/maint, \$90.38, Jennifer Liggett, crthse other empl, \$80.00, Jub Jub Inc, misc comp softwr lic, \$398.25, Kami L Lopez, fair slry, \$1,155.00, KASL, p-hlth em prep, \$390.00, Leads Online, sheriff spec eqp, \$2,237.00, Liberty Law Offices PC, dist crt special attny, \$4,227.97, Marco Inc, annx comp softwr lic, \$113.88, Max Masters, gis land records, \$2,000.00, Meridian Mortuary, coroner fees, \$295.00, MG Oil Co, r&b oil/gas/lube, \$183.15, Minuteman Lube Center, shrf veh maint/fuel, \$129.99, Monument Health, coroner autopsies, \$1,383.00, Nathan Todd, mile trvl, \$116.58, Newcastle Ace Hardware, crthse repair/maint, fair repair/maint, law enf repair/maint, \$733.48, Newcastle Equipment Co, r&b repair/maint, \$45.00, News Letter Journal, misc print/publ, p-health em prep, r&b supp, \$680.99, Norco Inc, fairgrounds admin, \$142.27, Perspective Enterprises, wic spec proj, \$897.00, Pizza Barn, hmlnd sec exp, \$193.00, Plainsman, clerk misc, \$180.70, Postmaster, p-hlth comm, \$410.00, Powder River Energy Corporation, arprt util, fair util, hmlnd sec exp, law enf util, p-hlth comm & util, r&b util, wic spec proj, \$3,520.26, Power Plan OIB, repair/maint, \$1,134.16, 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, \$3,205.09, Rapid Delivery, r&b post/freight, Rapid Fire Protection, bldg. & grnds maj rep, \$1,520.00, Reserve Acct-Pitney Bowes, crthse post/freight, \$2,000.00, Ricks Electric, dispatch exp, \$6,399.28, Ringer Law, dis crt special attny, \$695.00, Rocky Mountain Propane, airport util, \$2,199.45, Sagebrush Marketing, fair admin/fees, \$100.00, SD Overhead Doors, airport repair/maint, \$152.50, Self Storage LLC, gen elctn misc, \$150.00, Servall Uniform/Linen CO, fair repair/maint, \$99.47, Stephens-Peck, crthse supp, \$125.00, Summit Plumbing & Heating, law enf repair/maint, \$311.63, Sundance Extinguisher LLC, bldg & grnds maj repair, \$88.00, Syn-Tech Systems, r&b fuel tank maint, \$229.00, Tammy Cleverdon, treas mile/trvl, \$38.86, Thermo Scientific Portable Analytic, shsp, \$36,779.57, Top Office Products, crthse supp, dist crt supp, \$958.45, Town of Upton, upton comm cntr, upton landfill, \$2,193.75, University of WY Extension, 4-h ed salary, \$5,833.50, Upton Co-op Assn, r&b oil/gas/lube, \$28,039.36, Upton Senior Center, upton sr citizens, 531.25, Verizon Wireless, fair repair/maint, p-hlth em prep & mch grant, \$284.55, Visionary Communications, annx comm, \$165.60, Voelkers Autobody, shrf veh maint/fuel, \$263.95, WC Sheriffs Search & Rescue, coroner rent, West End Water District, arprt util, \$62.00, Western States Livestock Rural Enf Assoc, sheriff school, \$200.00, WC 4-H Council, ext 4h support & education, \$286.86, WC Gazette, misc print/publ, p-hlth em prep, assr supp, misc adverts tax sls, \$990.00, WC Health Services, r&b cntrct/equip/lbr, in home health, 1,550.00, WC Hospital District, prevention management, \$18,182.64, WC Humane Society, humane soc, \$750.00, WC Road & Bridge,

law enf, maint veh main/fuel, shrf veh maint/fuel, assr veh maint/fuel, \$3,840.87, WC Senior Services, law enf brd of prisoner, newcsr citz & meals, \$8,372.50, Woody's Food Center, law enf brd of prisoners, r&b supp, \$46.20, WY Behavioral Institute, ward-involunta, \$1,508.00, WY Co Treasures Assoc, mile/trvl, \$200.00, WY Coroners Assoc, coroner fees, \$175.00, WY Department of Health, p-hlth mch grant & mile/trvl, \$112.50, WY Machinery Co, r&b repair/maint, \$6,595.20, WY Network, financial admin, \$270.00, WY Public Health Div, p-hlth supp, \$97.00, Wy Dept of Rev, fairgrounds util, \$12.00, Net Payroll, \$185,023.42.

With no further business, the meeting was adjourned at 12:58 p.m.

Don Taylor  
Chairman

Attest: Becky Hadlock  
Weston County Clerk