

WESTON COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
February 4, 2025

The regular meeting of the Weston County Board of Commissioners was called to order by Chairman Nathan Todd at 9:00 a.m. at the Weston County Courthouse. Commissioners Ed Wagoner, Marty Ertman, Garrett Borton and Vera Huber, and Clerk Becky Hadlock were present. Walter Sprague opened the meeting with prayer, and Clerk Hadlock led the Pledge of Allegiance.

APPROVAL OF AGENDA

Chairman Todd asked to add Letter to Mallo under Old Business. Commissioner Ertman moved to approve the agenda as amended; seconded by Vice-Chairman Wagoner. Carried

CONSENT AGENDA

Commissioner Ertman asked to remove all items from the Consent Agenda and add them after the vouchers.

Commissioner Ertman moved to move vouchers to the beginning of the meeting starting at the March 4th meeting with a 15-minute time slot following vouchers for the consent agenda items. Discussion ensued. Carried.

PUBLIC COMMENT

Treasurer Susie Overman invited the Board to the retirement party for Denette Price. Ed Quinones asked for the Board's signature on a support letter for the Osage Improvement Service District. Vice-Chairman Wagoner moved to authorize the Chairman's signature on the letter of support for the Osage Improvement Service District; seconded by Commissioner Ertman. Discussion ensued. Ayes: Wagoner, Todd, Ertman, Huber. Nays: Borton. Carried.

ROAD & BRIDGE – MOU BETWEEN THE WYDOT, HSF & WCC

Road and Bridge Superintendent Jim Hansen gave the Board an update on the Road & Bridge Department. Commissioner Ertman moved to have Superintendent Hansen use his discretion on repairing the road and his discretion on getting the proper paperwork before the Chairman for his signature; seconded by Vice-Chairman Wagoner. Carried. Vice-Chairman Wagoner moved to authorize Superintendent Hansen's signature on behalf of the Board of County Commissioner's on the MOU Between the WYDOT, HSF & WCC; seconded by Commissioner Ertman. Discussion ensued. Carried.

ADVERTISING PROPOSAL

News Letter Journal Managing Editor Kim Dean gave the Board a proposal to continue advertising in the *News Letter Journal*. Commissioner Borton moved to accept the *News Letter Journal* 2025 advertising proposal up to \$6,459.00; seconded by Commissioner Huber. Discussion ensued. Ayes: Borton, Huber. Nays: Todd, Wagoner, Ertman. Failed.

4-H UPDATE

4-H/Youth Development Extension Educator Erin Persche gave the Board an update on 4-H.

DETENTION EMPLOYEES

Undersheriff Dan Fields and Sheriff Bryan Colvard came before the Board asking to raise the pay rate of the four current and one potential Detention Employees to \$23.85/hour. Chairman Todd asked if this would affect other line items, Clerk Hadlock stated it would. Sheriff Colvard also asked to backfill comp time pay for Undersheriff Fields. This will be added under Old Business for the next meeting.

MAINTENANCE UPDATE

Maintenance Foreman Brandon Turner let the board know that the hot water heater was down at the Annex and the 4-H group would like a garbage disposal. Commissioner Borton moved to accept Black Hills Plumbing's bid for \$2,202.07 for repairs at the Annex; seconded by Commissioner Huber. Carried. Commissioner Ertman moved to accept John Francis's bid to repair the basement wall at the library for \$1,400; seconded by Vice-Chairman Wagoner. Discussion ensued. Carried. Commissioner Ertman moved to have Foreman Turner move forward with the Fire Suppression maintenance; seconded by Commissioner Borton. Carried.

POLICIES & PROCEDURES

Assistant Deputy Treasurer Kim Jenkins presented the Board with a copy of a Policy & Procedures option to review. Commissioner Ertman stated it was a lot to look at but gives the Board a good foundation to start with.

GASAMAT OIL CORPORATION INTEREST

Treasurer Susie Overman, Assistant Deputy Jenkins and Assessor Kara Lenardson came before the Board to discuss an enquiry to forgive the interest charged to Gasamat Oil Corporation. Vice-Chairman Wagoner does not want to set a precedent and if we forgive it once, everyone will want it. Commissioner Ertman moved to have the County Attorney send a letter to Mr. Gallagher of Gasamat Oil Corporation that the County will not forgive the interest per State Statute; seconded by Commissioner Wagoner. Carried.

EMPLOYEE EVALUATION

Clerk Hadlock will e-mail the Department Heads and Supervisors copies of the sample evaluations and have them pick the top three and bring the results back to the Board to choose the one to use. The Board would like to include Mallo in this evaluation and would like to have these done before budget.

CLERK OF DISTRICT COURT APPOINTMENT

Commissioner Borton moved to appoint Riki Kaiser as Clerk of District Court; seconded by Vice-Chairman Wagoner. Carried.

OLD BUSINESS

LETTER TO MALLO

The Board would like to get a progress report from Attorney Stulken pertaining to the volunteer/employees at Mallo and the Fairgrounds. This will be added under Old Business for the next meeting.

NEW BUSINESS

MALLO CAMP

Chairman Todd let the Board know that there was a water leak at Mallo Camp that caused a lot of damage. Clerk Hadlock added a claim has been filed with the insurance company.

TEAMS

Discussion ensued on putting money in to keeping Teams going. The Board determined it was not Chairman Todd's job to keep clicking to keep it going throughout the meeting, so the Board left it up to Chairman Todd's discretion moving forward.

CHAIRMAN'S SIGNATURE ON WYOMING SHPO-CLG ANNUAL REPORT FORM 2023-24

Vice-Chairman Wagoner moved to approve the Chairman's Signature on Wyoming SHPO-CLG Annual Report Form 2023-24; seconded by Commissioner Huber. Discussion ensued. Carried.

Vice-Chairman Wagoner abstained from voting as he is on the Weston County Solid Waste District Board

RESIGNATION – WESTON COUNTY SOLID WASTE DISTRICT

Commissioner Ertman moved to accept the resignation of George Bondora from the Weston County Solid Waste District with regret; seconded by Commissioner Huber. Chairman Todd will write him a letter thanking him for his years of service. Carried.

BOARD APPOINTMENT LETTER WESTON COUNTY SOLID WASTE DISTRICT

Commissioner Ertman moved to place Amber Ryan on the Weston County Solid Waste Board for a one-year term; seconded by Commissioner Huber. Discussion ensued. Carried.

MALLO CAMP (CONT.)

Jim Lewis joined the meeting via phone, giving the Board an update about the water leak at Mallo Camp. Tony Pierce with Serve Pro also joined the meeting via phone. Mr. Pierce let the Board know they have started removing materials so they can move forward with fixing the issue. There will be an update e-mailed to the Board daily by Mr. Pierce.

PUBLIC COMMENT

Assessor Lenardson brought the Board a spreadsheet to show how much the 50% exemption loss will look to Weston County, the General Fund and each town.

COMMISSIONER COMMENT

Commissioner Ertman spoke on HB262 pertaining to the County Reserves and Vice-Chairman Wagoner spoke about the bills that the WCCA were following.

AP VOUCHERS

Vice-Chairman Wagoner moved to approve the AP Vouchers minus warrant #73482; seconded by Commissioner Borton. Carried.

Warrant #73482 to Natrona County Legal Dept. was not paid due to lack of information, from a prior budget year, no invoice, does not indicate it is a title 25, needs more information, has a stale date.

PAYROLL AND VOUCHERS

Commissioner Ertman moved to approve payroll & vouchers; seconded by Vice-Chairman Wagoner. Carried.

COLLECTIONS FOR COUNTY CLERK, DISTRICT COURT & PUBLIC HEALTH

Vice-Chairman Wagoner moved to accept collection for County Clerk, District Court & Public Health for January 2025; seconded by Commissioner Ertman. Carried.

MINUTES OF JANUARY 7, 2025

Commissioner Ertman moved to approve the minutes of January 7, 2025 as amended; seconded by Vice-Chairman Wagoner. Discussion ensued. Carried.

TAX ROLL CORRECTIONS #1660-1663

Commissioner Ertman moved to approve the Board's signature on tax roll corrections #1660-1663; seconded by Vice-Chairman Wagoner. Carried.

CHAIRMAN'S SIGNATURE ON CREDIT CARD PRE-AUTHORIZATION REQUEST FOR SHERIFF'S DEPARTMENT

Commissioner Ertman moved to approve the Chairman's signature on credit card pre-authorization request for Sheriff's department; During discussion it was noted that the Sheriff's department could make this purchase in State. Dies for lack of second.

TREASURERS REPORT

Vice-Chairman Wagoner moved to approve the Board's signature on the Treasurer's report; seconded by Commissioner Borton. Carried.

VOUCHERS

066NCPERS, financial admin, \$320.00, AFLAC, payroll ded, \$3,113.22, Empower Trust CO LLC, deferred comp, \$740.00, New York Life, financial admin, \$512.59, WEBT, financial admin, \$89,505.55, Weston County Clerk, financial admin, \$56,110.81, WY Child Support Enforcement, payroll ded, \$550.00, WY Department of Workforce Services, payroll ded, \$2,429.92, WY Retirement System, payroll ded, \$43,935.70, Collision Forensic Solutions, attny trial, \$22,771.05, Natrona County Legal Dept, misc ward/invol, \$1,444.22, 21 Electric, law enf, \$1,991.78, Ad Pro, crthse, sheriff, r&b suppl, \$485.04, Advanced Communications, law enf tower rent, hmlnd exp, \$272.00, Amber Green, crthse other empl, \$1,050.00, Angela Phillips, phlth suppl, \$470.95, AT&T Mobility, hmlnd sec, maint, sheriff comm, \$1,616.62, Black Hills Chemical & Janitorial, law enf brd of prisoner, \$1,581.86, Black Hills Energy, annex, crthse, hmlnd sec, law enf, phlth, r&b util, \$6,707.82, Bomgaars, r&b rep/maint, \$32.98, Byrand Streeter, arprt cntrct wages, arprt suppl, \$1,821.89, Cambria Discount Drug, law enf jail med, \$102.32, Carmen Simon, phlth suppl, \$83.66, CCAW Teton County Clerk, clerk mlg/trvl, \$500.00, City of Newcastle, annex, crthse, law enf, phlth, r&b, wic util, \$1,417.75, Collins Communications Inc, dist crt comm, \$110.00, Comtech, sheriff spec equip, \$521.32, Comtronix, gen bldg./grnds, \$120.00, Crook County Family Violence, Q3FY25, \$956.25, Culligan Water Conditioning, annex, r&b suppl, \$56.70, Dakota Power Services LLC, gen bldg./grnds, \$918.12, Deckers Market, annex, r&b, crthse, ext suppl, \$128.98, Denette Price, mlg/trvl, \$40.60, Double D, crthse misc, \$817.44, DRU Consulting, gen misc, \$250.00, Eastern Wy Equipment Co, r&b suppl, \$174.30, Ed Wagoner, comm mlg/trvl, \$645.86, First

Northern Bank of WY (Newcastle), crthse suppl, attny,, law enf, r&B, \$2,748.26, FNB of WY, misc fin admin, \$180.00, Fremont County Coroner's Office, crnr autopsies, \$1,925.00, Geib Elston Frost PA, crnr autopsies, \$4,018.00, Geographic Innovations/Max Masters, 1% gis land, \$2,000.00, Golden West Technologies, annx, sheriff, phlth, comp software lic, \$6,398.34, Hometown Medical Clinic PC, r&b cntrc labor, \$85.00, Hurricane Services 21 LLC, bldg/grnds, \$1,888.00, Indoff Inc, law enf brd prisoners, \$603.56, Jodi Brooks, wic spec proj, \$9.86, Kayleigh Ann Gould, cln annex, \$400.00. Leads Online, sheriff equip, \$2,304.00, Marco Inc, annx comp sftwre, \$178.65, Marina McIlvain, crnr on call, \$50.00, Meridian Mortuary, crnr fees/trans, \$295.00, MG Oil Company, r&b oil/gas/lube, \$183.15, Michelle Sweet, phlth suppl, \$588.47, Minuteman Lube Center, sheriff maint/fuel, \$393.96, Mondell Heights LLC, misc co ward/invol, \$2,402.70, Motorola Solutions, arpa 21, \$1,536.41, Newcastle Ace Hardware, crthse, law enf suppl, \$314.41, Newcastle Chamber of Commerce, Q3FY25, \$575.00, News Letter Journal, gen misc print/publ, \$105.00, Newvision Security, bldg./grnds, \$89.97, NMS Labs, crnr autopsies, \$318.00, Office Ally, phlth suppl, \$44.95, PDQ Service LLC, arprt runway rep, \$1,499.60, Pitney Bowes (Supplies), crthse post/freight, \$481.37, Postmaster C/O PHLTH, phlth post, util, \$418.00, Powder River Energy Corporation, arprt, hmlnd sec, law enf, phlth, r&b, wic util, \$1,551.20, Powder River Heating & AC, bldg/grnds maj rep, \$1,001.46, Range, arprt, annx, clrk, dist crt, ext, hmlnd sec, law enf, phlth, r&b, wic comm, \$2,285.69, Rapid Fire Protection, bldg./grnds, \$2,250.00, Roadrunner Disposal Service, arprt util, \$60.00, Salt Creek Vet Clinic, misc noat, \$50.00, Self Storage LLC, elctn misc, \$200.00, Servall Uniform/Linen Supply, crthse suppl, \$87.69, Stephens-Peck Inc, crthse suppl, \$125.00, Sundance Extinguisher, bldg/grnds, \$104.00, Tammy Cleverdon, treas mlg/trvl, \$40.60, Team Lab Chemical Corp, r&b rep/maint, \$1,162.25, TOP Office Products, crthse, ext copier maint, \$767.70, Town of Upton, Q3FY25, \$2,818.75, University of WY Extension, ext 4-H edctr salary, \$5,833.50, Upton Ambulance, Q3FY25, 3,750.00, Upton Co-Op Assn, r&b oil/gas/lube, \$35,053.10, Visionary Communications, annx comm, \$165.60, Voelker's Autobody, crnr veh maint, \$958.00, Volunteers of America Northern Rockies, Q3FY25, \$2,125.00, WC Sheriffs Search & Rescue, crnr rent, \$250.00, West End Water District, gen arprt util, \$60.00, Weston Co School Dist #7, prevention mgmt, \$6,238.91, Weston County 4-H Council, ext suppl, \$130.51, Weston County Gazette, misc publ/print, \$432.00, Weston County Health Services, r&b cntrct labor, \$324.00, Weston County Humane Society, Q3FY25, \$750.00, Weston County Library, Q3FY25, \$85,489.49, Weston County Road and Bridge, hmlnd exp, assr veh maint, \$4,286.79, Weston County SR Services, Q3FY25, law enf brd prisoners, \$9,388.50, WLEA, law enf schools, \$1,452.00, Woody's Food Center, crthse, law enf suppl, \$57.80, WY Co Commissioners Assoc, comm mlg/trvl, \$125.00, WY Coroners Association, crnr fees/trans, \$175.00, WY Dept of Health, phlth mlg/trvl, \$165.00, WY Machinery Co, r&b rep/maint, \$1,512.05, WY Network, misc fin admin, \$270.00, WYDOT – Financial Services, r&b old hwy 85 proj, \$306.27, Wyoming Department of Health-Lab, phlth suppl, \$42.00, Net Payroll, \$189,744.16

With no further business, the meeting was adjourned at 1:47 p.m.

Nathan Todd
Chairman

Attest: Becky Hadlock
Weston County Clerk