

**WESTON COUNTY BOARD OF COMMISSIONERS**  
**OFFICIAL MINUTES**  
**April 15, 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 Upton Town Hall. Commissioners Ed Wagoner, Marty Ertman and Garrett Borton, and Clerk Becky Hadlock were present. Walter Sprague opened the meeting with prayer, and Commissioner Ertman led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Chairman Todd asked to remove the MOU w/ WC Combined Communications Joint Powers Board/City of Newcastle/Weston County from Old Business and add the Airport Board Resignation Letter to the 10:05 time with the Resignation Letter for the Planning Board. Vice-Chairman Wagoner moved to approve the agenda as amended; seconded by Commissioner Borton. Carried.

**PUBLIC COMMENT**

Kas Bishop with the Upton Economic Development Board and the Upton Chamber of Commerce and Mayor Nick Trandahl both gave the Board an update on their respective topics.

**MINUTES OF APRIL 1, 2025**

Commissioner Ertman moved to approve the minutes of April 1, 2025, as amended; seconded by Commissioner Wagoner. Carried.

**EXECUTIVE SESSION MINUTES OF APRIL 1, 2025**

Vice-Chairman Wagoner moved to approve the Executive Session minutes of April 1, 2025; seconded by Commissioner Borton. Carried.

**TREASURER'S REPORT**

Commissioner Ertman moved to approve the Treasurer's Report; seconded by Vice-Chairman Wagoner. During discussion, the Board would like to have Treasurer Susie Overman attend the next meeting to discuss investments & interest. Carried.

**RESOLUTION 2025-7 – AMENDMENT TO THE 2024-25 BUDGET**

Commissioner Ertman moved to approve the Board's signature on Resolution 2025-7 – Amendment to the 2024-25 Budget; seconded by Commissioner Borton. Carried.

**BID OPENING – CMAQ – CM25410**

Wyoming Earthmoving Corporation and Timberline Services both submitted qualified bids for the CMAQ CM25410 Project. Vice-Chairman Wagoner moved to award the CMAQ CM25410 Project to Wyoming Earthmoving Corporation in the amount of \$50,000.00 contingent on WYDOT's approval; seconded by Commissioner Borton. Carried.

**BOARD'S SIGNATURE ON COUNTY ROAD FUND PROJECT ELIGIBILITY CERTIFICATION FORM**

Vice-Chairman Wagoner moved to approve the Board's signature on County Road Fund Project Eligibility Certification Form with a \$250,000 ceiling; seconded by Commissioner Borton. Carried.

**RESIGNATION LETTER PLANNING BOARD**

Commissioner Ertman moved to accept Jennifer Liggett's resignation letter from the Weston County Planning Board with regret; seconded by Vice-Chairman Wagoner. Carried.

**RESIGNATION LETTER AIRPORT BOARD**

Vice-Chairman Wagoner moved to accept Dana Dockendorf's resignation letter from the Weston County Airport Board with regret; seconded by Commissioner Ertman. Discussion ensued. Commissioner Borton abstained from voting. Carried.

**CHAIRMAN'S SIGNATURE ON AMENDMENT ONE TO THE GRANT AGREEMENT BETWEEN WYOMING DEPARTMENT OF HEALTH, PUBLIC HEALTH DIVISION AND WESTON COUNTY**

The Board would like some explanation of what this grant is and how it has been spent in the past. Commissioner Ertman moved to table the Chairman's Signature on Amendment One to the Grant Agreement Between Wyoming Department of Health, Public Health Division and Weston County until May 6, 2025; seconded by Vice-Chairman Wagoner. Carried.

**EXTENSION OFFICE – ASSOCIATE DIRECTOR OF EXTENSION ADMINISTRATION**

Matt Helie, Associate Director of the University of Wyoming Extension Administrative Team, 4-H/Youth Development Extension Educator Erin Persche and University of Wyoming Community Vitality and Health Educator Vicki Hayman came before the board to give the board updates on the UW Extension Office and 4-H.

**OLD BUSINESS****TITLE 25 CONTRACT WITH NATRONA COUNTY**

Chairman Todd read an e-mail from Attorney Stulken stating Natrona County will no longer be handling out of County Title 25 cases. Commissioner Ertman would like to still discuss this with Attorney Stulken and find out what is going on. Vice-Chairman Wagoner added the Board had no idea Natrona County Attorney's Office were doing work for Weston County. The Board would like Attorney Stulken to create a flow chart on how Title 25 are handled in the County.

**DISCUSSION/APPROVAL OF BID CHECKLIST**

The Board discussed the bid checklist again and will mark n/a next to the items that do not pertain to a project. The Board will have Maintenance Foreman Brandon Turne give the checklist to potential vendors.

**NEW BUSINESS**

None.

**PUBLIC COMMENT**

Nick Trandahl thanked the Board for coming to Upton.

**COMMISSIONER COMMENT**

Commissioner Ertman would like to set Budget meetings soon. Commissioner Ertman added that the Board just passed a fee schedule for public records and Resolution 2017-07 had done this, so the old fee schedule needs to be rescinded. This will be added to the next agenda. Vice-Chairman Wagoner let the

Board there will be NEPA training on May first. Chairman Todd said that he would try to be at the training.

**EXECUTIVE SESSION**

Vice-Chairman moved to go into Executive Session per W.S. 16-4-405(a)(ii); seconded by Commissioner Ertman. Carried. Executive Session began at 11:17 a.m. and reconvened into regular session at 11:28 a.m. Matters concerning employment were discussed in Executive Session, no action was taken.

With no further business, the meeting was adjourned at 11:29 a.m.

Nathan Todd  
Chairman

Attest: Becky Hadlock  
Weston County Clerk