

**WESTON COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
JUNE 2, 2026**

The regular meeting of the Weston County Board of Commissioners was called to order by Chairman Nathan Todd at 9:00 am at the Weston County Courthouse. Commissioners Garrett Borton, Vera Huber, and Maty Ertman, and Acting Clerk Amber Green were present. Commissioner Borton opened the meeting with prayer, and Acting Clerk Green led the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Ertman moved to approve the agenda; seconded by Commissioner Borton. Carried.

AP VOUCHERS

Commissioner Borton moved to approve all vouchers excluding those related to the airport; seconded by Commissioner Huber. During discussion, Commissioner Ertman abstained from voting on all vouchers. Carried

Chairman Todd moved to approve the airport vouchers; seconded by Commissioner Ertman. During discussion, Commissioner Borton recused himself from the vote. Carried

PUBLIC COMMENT

Upton Mayor Nick Trandahl apologized for his absence from the previous meeting and thanked the Board for reviewing his written update. He stated that he would be happy to answer any questions the Commissioners might have.

BRIDGER PIPELINE

Bridger Pipeline Director of Regulatory Compliance and Control Center Ken Dockweiler provided an update on a proposed 36-inch pipeline project starting from the Canadian border going to Guernsey, Wyoming, passing through Weston County just west of Newcastle. The pipeline will transport Canadian heavy crude oil and is anticipated to be operational by the end of 2028.

Mr. Dockweiler reported that the company expects to obtain necessary federal permits by early to mid-2027 and anticipates working with Weston County later this year on road crossing permits and other local approvals.

Discussion focused on the anticipated use of county roads during construction and potential impacts to county infrastructure. Mr. Dockweiler indicated that Bridger Pipeline is willing to work with the County to address those impacts through financial contributions or in-kind assistance, depending on the County's needs.

Commissioners also inquired about pipeline material delivery and whether pipe could be delivered within Weston County to allow the County to benefit from applicable sales tax revenues. Mr. Dockweiler stated that the company is exploring logistics options, including the possibility of utilizing facilities in Upton, and that discussions regarding tax allocation are ongoing.

The Board requested that Bridger Pipeline include plans for noxious weed mitigation and fire prevention as part of the project. Mr. Dockweiler stated that the company is already working with federal agencies on weed management plans, including equipment cleaning procedures, and will continue addressing those concerns throughout the permitting process.

**CHAIRMAN'S SIGNATURE ON GRANT AWARD AGREEMENT BETWEEN WYOMING
OFFICE OF HOMELAND SECURITY AND WESTON COUNTY EMPG**

Homeland Security Coordinator Gilbert Nelson met with the Commissioners to discuss the EMPG grant and eligible expenses. Mr. Nelson explained that the grant can be used for payroll and training-related expenses but cannot be used for vehicle maintenance.

Discussion included whether grant funds could be used for fuel if the County provides the vehicle. Commissioner Ertman noted that while personal vehicle maintenance would not be covered, mileage reimbursement is intended to account for those costs. The Commissioners also requested documentation verifying that all required training listed under the grant has been completed.

Commissioner Huber moved to approve Chairman's signature on Grant Award Agreement Between Wyoming Office of Homeland Security and Weston County Emergency Management Performance Grant; seconded by Commissioner Borton. Carried

PAYROLL AND PAYROLL VOUCHERS

Commissioner Borton moved to approve payroll and payroll vouchers; seconded by Commissioner Huber. Carried.

MINUTES OF MAY 19, 2026

Commissioner Borton moved to approve the minutes of May 19, 2026 as amended; seconded by Commissioner Ertman. Carried.

MONTHLY COLLECTION

Commissioner Borton moved to approve signatures on collections:

- County Clerk \$12,436.91
- Clerk of District Court \$4,694.27
- Public Health \$69.46
- Sheriff \$770.00

Excluding the Airport; seconded by Commissioner Ertman. Carried

Chairman Todd moved to approve signatures on collections for:

- Airport \$1,621.79

Seconded by Commissioner Huber. During discussion, Commissioner Borton recused himself from the vote. Carried.

CREDIT CARD APPROVAL FOR VOCA

VOCA Coordinator Stephanie Martinez reviewed the items listed on the credit card pre-authorization request and stated that she was first attempting to purchase the needed supplies locally, if they would allow her to use a voucher. If they wouldn't accept the County voucher system, she would purchase them through Amazon using the approved credit card. Ms. Martinez also provided an update on next fiscal year's funding, reporting an award amount of \$68,494.00 with a required County match of \$10,050.00. Chairman Todd moved to approve the credit card pre-authorization request for VOCA funds in the amount of \$1,704.86, with the understanding that no shipping charges would be incurred; seconded by Commissioner Huber. The motion passed by a vote of 3–1, with Commissioners Borton, Huber and Chairman Todd voting 'aye' and Commissioner Ertman voting 'nay'. Motion carried.

RESOLUTION 2026-20 AUG. 18, 2026, MEETING

Commissioner Ertman moved to reschedule August 18, 2026, meeting due to the Primary Election, to August 25, 2026, in Upton at City Hall; seconded by Commissioner Huber. Carried.

PREVENTION MANAGEMENT GRANT

Prevention Manager Kristi Lipp provided an update on the Community Prevention Grant. She reported that the biennium work plan, totaling approximately \$212,000, has been submitted to the Wyoming Department of Health for approval. Upon approval, the final grant application will be submitted prior to the June 30 deadline. Ms. Lipp also reviewed a Memorandum of Understanding with Weston County School District No. 7 regarding its role as fiscal agent for the grant. She reported that prevention efforts

will continue to focus on underage drinking, youth marijuana use, adult substance abuse, suicide prevention, tobacco and nicotine use, and community wellness initiatives.

Commissioner Ertman moved to approve the Chairman's signature on the grant agreement between Wyoming Department of Health Public Health Division and Weston County and the MOU with the Weston County School District No. 7; seconded by Commissioner Borton. Carried

MAINTENANCE INTERVIEW

No decision was made.

UNIVERSITY OF WYOMING EDUCATOR AND EXTENSION PROFESSIONAL MOU

University of Wyoming Extension Educator Erin Persche presented the annual Memorandum of Understanding and compensation agreement between Weston County and the University of Wyoming Extension. Commissioners raised questions regarding clerical and secretarial responsibilities and requested clarification before taking action. Ms. Persche agreed to obtain additional information. Ms. Persche also reported that the Extension Office copy machine is no longer serviceable due to the unavailability of replacement parts and presented a replacement quote of \$5,108.00. The Board suggested that she obtain additional quotes from other vendors and explore different machine models before bringing the matter back for consideration. She provided an update on 4-H activities, including recent robotics programs, upcoming contests, summer workshops, and preparations for the Weston County Fair.

ANNEX SECURITY

Weston County Under Sheriff Dan Fields discussed security concerns at the County Annex Building, particularly regarding public access to offices that regularly interact with victims, defendants, and other individuals involved in court-related matters. Concerns were also raised about the safety of Extension Office staff, volunteers, and youth participating in programs held within the building.

A proposal was presented for the installation of an access control system, a magnetic locking system, and a video intercom to allow staff to control access to the building. Commissioners noted that the current arrangement of housing youth programs and County Attorney-related services within the same building warrants further review and discussion regarding long-term facility use and security needs.

Commissioner Huber moved to approve the installation of an access control system at the Annex Building in an amount not to exceed \$9,000, to be paid from the Courthouse Security account 100.00.30.0217000.0000; seconded by Commissioner Borton. During discussion, it was clarified that the annual cloud service fee would be approximately \$180. Carried.

COURT SECURITY GRANT

District Court Clerk Riki Kaiser informed the Board that the County would be responsible for a 10% match if applying for Court Security grant funding. She stated the application must be submitted by the Board of County Commissioners, with the application period open from June 1, 2026, through August 31, 2026. Court Clerk Kaiser also noted that eligible expenses are limited to court-related equipment, security systems, or structural improvements and do not include personnel. She further reported that the existing metal detector is owned by the State.

Under Sheriff Fields stated Homeland Security Coordinator Gilbert Nelson had a quote of approximately \$58,000.00, including installation, for a generator. The Board requested that Mr. Nelson be invited to a future meeting to further discuss potential grant funding opportunities for the project.

CHAIRMAN'S SIGNATURE ON CORRECTIVE HARTLAND RANCH SINGLE LAND DIVISION PLAT'S

Planning Board Chairman Rick Dunford, Gene Oswood, and Glen Wise were present to answer any questions from the Commissioners and to provide comments regarding their experience with the land - splitting process.

Commissioner Ertman moved to approve the Chairman's signature on the Correct Single Land plat maps for Hartland Ranch Tract 18 and Hartland Ranch Tract 19; seconded by Commissioner Borton. During discussion, Chairman Todd asked whether future plat maps could be referenced in the meeting minutes to facilitate research and record retrieval. Carried

The approved corrective plat maps are recorded as follows:

- Hartland Ranch Tract 18—Plat Cabinet 2 sleeve 118
- Hartland Ranch Tract 19—Plat Cabinet 2 sleeve 117.

CHAIRMAN'S SIGNATURE ON CATTLE GUARD INSTALLATION

Commissioner Ertman moved to approve the agreement for the cattle guard installation and relocation on County Road No. 5, also known as Grieves Road; seconded by Commissioner Borton. During discussion, Commissioner Borton requested that the cattle guard be marked as a 24-foot cattle guard. Carried

Road and Bridge Superintendent Jim Hansen provided an update to the Board regarding ongoing work on culverts starting on Green Mountain Road. Superintendent Hansen reported that he was uncertain whether the department should rent and additional mowing tractor this year due to increased rental costs and staffing limitations. He noted concerns about equipment breakdowns and the need to maintain adequate resources for fire control efforts. Superintendent Hansen also expressed concerns regarding the size differences in the bridge replacement project being undertaken by WYDOT. He further reported that the department had received very few job applications and indicated that compensation levels were likely a contributing factor.

EXECUTIVE SESSION

At 2:07 p.m., Commissioner Borton moved to enter into executive session pursuant to W.S. 16-4-405(a)(ii) for personnel matters; seconded by Commissioner Ertman. Carried

The regular meeting reconvened at 2:39 p.m.

OLD BUSINESS

None

NEW BUSINESS

Temporary Maintenance Manager Steve Price requested approval to purchase a new push mower, as the current mower is no longer operational and will not start. He also requested authorization to contact Kone Elevator Company to inspect the elevator and determine whether the noise it has been making indicates a need for repairs. Manager Price reported the contractor who completed the parking lot work at the Public Health Building approximately five or six years ago had contacted him while preparing his summer schedule. The contractor inquired whether the County would be interested in having him return to seal new cracks and repaint the parking lot lines, particularly the blue handicap parking designation. The estimated cost of the project is \$3,290.44. Manager Price noted that the contractor is local and that the work would be a worthwhile long-term investment. The Board requested that the contractor also inspect the Courthouse parking lot to determine whether it is in need of resealing. Manager Price further reported that the fire alarm panel at the Public Health Building is outdated and in need of replacement.

Chairman Todd read a letter from Michelle Sweet expressing her interest in continuing to serve on the Sixth Judicial Child Support Authority Board as Weston County's Maternal Child Health Coordinator. Commissioner Ertman moved to appoint Michelle Sweet as Weston County's representative to the Sixth Judicial Child Support Authority Board; seconded by Commissioner Borton. During discussion,

Commissioners requested that a letter be sent to Ms. Sweet thanking her for her willingness to serve another term. Carried.

No action was taken on Grant Agreement for Enrolled Act No. 58

PUBLIC COMMENT

none

COMMISSIONER COMMENT

Commissioner Ertman requested that election security be placed on a future meeting agenda for discussion.

Commissioner Huber requested that the Board revisit the current use and dynamics of the County Annex Building and consider the composition of offices housed within the facility.

Commissioner Borton expressed appreciation for Director Dockweiler's presentation and noted potential positive impacts for Weston County related to the proposed pipeline project.

Chairman Todd reported that he had been in contact with BLM Newcastle Field Manager Chad Krause and was informed that discussions are ongoing with other agencies regarding potential fire restrictions.

066-NCPERS, financial admin, \$256.00, AFLAC, payroll ded, \$3,281.65, Circuit court, payroll ded, \$939.77, Empower Trust CO LLC, deferred comp, \$820.00, New York Life, financial admin, \$462.59, WEBT, financial admin, \$84,948.75, Weston County Clerk, financial admin, \$44,372.68, WY Child Support Enforcement, payroll ded, \$550.00, WY Department of Workforce Services, payroll ded, \$1,923.85, WY Retirement System, payroll ded, \$38,293.72, 21 ELECTRIC LLC, bldg./grnds, \$187.50, 307 OHANA WELLNESS, law enf jail med, \$75.00, ACED EMBROIDERY, sheriff uniforms, \$563.00, ACTION COMMUNICATIONS, r&b raido exp, \$2,426.00, AD PRO, misc dept suppl, \$25.70, ADVANCED COMMUNICATIONS, hmlnd sec, law enf, \$272.00, AED EVERYWHERE, crthse suppl, \$285.98, AMBER GREEN, clerk mlg/trvl, \$42.05, AMERICAN SOLUTIONS FOR BUSINESS, crthse suppl, \$545.71, AT&T MOBILITY, gen dept comms, \$1,195.04, BLACK HILLS CHEMICAL & JANITORIAL, law enf brd of prison, \$1,419.01, BLACK HILLS ENERGY, gen dept util, \$3,726.31, BROOKELYN DELAROSA, annex cntret wages, \$400.00, BYRAND STREETER, airport contract wages, airport support eqpt, \$1,813.17, CAMBRIA DISCOUNT DRUG LLC, law enf jail med, \$460.18, CAMBRIA SUPPLY, r&b repair, \$30.53, CHILDRENS HOME SOCIETY, sheriff investigation, \$150.00, CITY OF NEWCASTLE, gen dept util, \$1,385.76, CLT FLOORING & FURNISHINGS, voca, \$150.00, CMI, sheriff officer equip, \$395.13, COLLINS COMMUNICATIONS INC, dist crt comms, \$110.00, COMTECH, hmlnd sec expense, sheriff veh maint, \$646.40, COMTRONIX, bldg/grnds, \$982.25, CONCORDANCE, wic, \$236.99, CPI, sheriff officer equipt, \$385.42, CULLIGAN WATER CONDITIONING, r&b supp, victm witness, \$28.90, DECKERS MARKET, ext suppt, r&b maint, pub hlth suppl, \$162.07, DOUBLE D, r&b repair, pubhlth em prep, \$458.89, DRU CONSULTING, financial admin, \$1,000.00, EASTERN WY EQUIPMENT CO, r&b repair, \$177.63, ED WAGONER, comm mlg/trvl, \$669.40, FIRST NORTHERN BANK, gen dept. visa bill, \$2,503.33, FISHER SAND & GRAVEL, r&b gravel, \$6,342.40, GODFREY BRAKE SERVICE & SUPPLY, r&b repair, \$1,033.75, GOLDEN WEST TECHNOLOGIES, gen dept tech supp, \$7,251.62, GREAT WESTERN TIRES, r&b repair, \$696.07, GRIMMS PUMP & INDUSTRIAL SUPPLY, r&b repair, \$584.97, HUMPHREY LAW LLC, dist crt spec atny, \$733.24, IDEMIA IDENTITY & SECURITY, law enf repair, \$5,197.00, INTOXIMETERS, law enf 24/7 sob, \$470.00, J&J SPRINKLERS, bldg./grnds, \$135.00, JEANI STONE, atny office suppl, \$36.99, JW WELDING AND FABRICATIONS, r&b suppl, \$13,150.05, KIMBERLY

JENKINS, treas mlg/trvl, crthse contrct employ, \$447.05, LEO RILEY & CO, financial admin, \$27,500.00, MARCO, attny equipt, \$154.40, MARTY BORGIALLI, r&b oil/gas, \$41.99, MAX MASTERS, gis land record, \$2,000.00, MCKESSON MEDICAL-SURGICAL, pub hlth immuniz, \$184.10, MERIDIAN MORTUARY, coroner fees, \$295.00, MINUTEMAN LUBE CENTER, sheriff veh maint, \$81.99, MONDELL HEIGHTS LLC, title 25, \$2,683.05, NATIONAL PUBLIC SAFETY INFO BUREAU, sheriff pub rel, \$159.00, NELSON AUTO GLASS, r&b repair, \$693.63, NEWCASTLE ACE HARDWARE, gen dept suppl, \$531.71, NEWCASTLE CHAMBER OF COMMERCE, Q4FY26, \$575.00, NEWS LETTER JOURNAL, gen dept adverts, \$246.00, NMS LABS, coroner autopsies, \$729.00, NOVAVISION, elect suppl, \$182.89, PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC, crthse post, \$856.95, POWDER RIVER ENERGY CORP., gen dept util, \$1,340.56, RANGE, gen dept comms, \$2,587.89, ROADRUNNER DISPOSAL SERVICE, airport util, \$60.00, SELF STORAGE, LLC, elctn misc, \$200.00, SERVALL UNIFORM/LINEN CO., law enf repair, bldg/grnds, \$217.50, STEPHANIE MARTINEZ, victim witness, \$270.84, SUSIE OVERMAN, treas suppl/mlg/trvl, \$489.95, TAMMY CLEVERDON, treas mlg/trvl, \$42.05, THOMAS THOMAS & THRALL LLC, dist crt spec attny, \$2,260.00, TOP OFFICE PRODUCTS, ext copier, dist crt suppl, crthse suppl, \$570.16, TRUGREEN, bldg./grnds, \$76.00, UNIVERSITY OF WY C/O WC EXTENSION, ext 4H ed, \$5,833.50, UPTON CO-OP ASSN, r&b oil, \$39,551.75, VISIONARY COMMUNICATIONS, annex comms, \$165.60, VOELKERS AUTOBODY, sheriff veh maint, \$6,882.68, WEST END WATER DIST, airport util, \$60.00, WC CHI9LDRENS CTR, Q4FY26, \$3,187.50, WC SCHOOL DIST #7, prevention manage, \$10,071.71, WC 4H COUNCIL, ext suppl, \$515.13, WC GAZETTE, gen dept adverts, \$1,318.75, WC ROAD & BRIDGE, gen dept fuel, \$4,072.62, WC SHERIFFS OFFICE, sheriff invest, mlg/trvl, post, \$61.45, WC SR SERVICES, law enf brd of prison, \$2,736.00, WILDER GRAPHIC DESIGN, bldg./grnds, \$57.91, WOODYS FOOD CENTER, gen dept suppl, \$1,964.83, WY BEHAVIORAL INSTITUTE, misc co ward, \$1,508.00, WY DEPT OF HELATH, pub hlth reimb to state, grant match, \$21,492.51, WY DEPT OF HEALTH/RENTAL, pub hlth mlg/trvl, \$165.00, WY DEPT OF TRANSPORTATION, r&b old hwy 85, \$4,922.51, WY MACHINERY CO, r&b repair, \$1,255.28, WY NETWORK, misc financial admin, \$270.00, WY DEPT OF HEALTH – LAB, pub hlth suppl, \$28.00, NET PAYROLL, \$151,703.61.

With no further business, the meeting was adjourned at 3:21 p.m.

Nathan Todd
Chairman

Attest: Amber Green
Acting Weston County Clerk