

**WESTON COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
AUGUST 25, 2026**

The Board 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. Vice Chairman Ed Wagoner, Commissioners Garrett Borton, and Vera Huber, and Clerk Amber Green were present. Commissioner Borton opened the meeting with a prayer, and Commissioner Huber led the Pledge of Allegiance.

Commissioner Borton moved to approve the agenda as amended; seconded by Commissioner Huber.

PUBLIC COMMENT

Mayor Nick Trandahl informed the Board that the Police Department lost one officer to another employment opportunity and is seeking a replacement to return to full staffing. Two candidates are currently being considered, preferably one who is already certified. Recent policy changes have made the department more competitive.

MINUTES OF AUGUST 4, 2026

Vice Chairman Wagoner moved to approve the minutes of the regular meeting of August 4, 2026, as presented; seconded by Commissioner Borton. Motion carried.

COLLECTION FOR COUNTY CLERK, CLERK OF DISTRICT COURT, AND SHERIFF

Commissioner Huber moved to accept the collections for County Clerk in the amount of \$11,502.05, Clerk of District Court for \$2,155.14, and the Sheriff's Office in the amount of \$565; seconded by Commissioner Borton. Motion carried.

COURT SECURITY GRANT

The grant requires a 10% County match, which the Board feels is a worthwhile investment. Homeland Security Coordinator Gilbert Nelson is also pursuing a grant for an alert system, which is not included in the Court Security Grant. District Court Clerk Riki Kaiser informed the Commissioners that the sound issue could not be included because it was not part of the assessment. She will bring the matter before the Board once she receives a quote.

Vice Chairman moved to authorize the Chairman's signature on the application for the Courthouse security funds in the amount of \$106,661.27, the intercom system at the County Attorneys in the amount of \$6769.06, the Elevator entrance door in the amount of \$16,392.21, and the generator in the amount of \$83,500; seconded by Commissioner Borton. Motion carried.

UPDATE ON THE ANNEX DOOR

Undersheriff Dan Fields informed the Board that the company they were previously working with for the intercom on the door at the Annex lost its license to work in Wyoming. Golden West was contacted and offers a similar system and within the \$9,000 approved budget for the project. Undersheriff Fields requested approval to switch companies.

Commissioner Borton moved to approve Golden West for the intercom installation on the Annex door; seconded by Vice Chairman Wagoner. Motion carried.

The Board discussed concerns with Undersheriff Fields, regarding the network switch and firewall that had been installed by Golden West. The switch is needed for the camera system because there was not enough space on the existing network equipment. The Board agreed that the switch was necessary and should be paid for.

The Board also discussed the firewall, which provides security for the Sheriff's network and blocks outside access. The firewall has been installed and operating for approximately two years. Golden West provided an option to purchase the equipment for \$3,900 or pay a monthly fee of approximately \$355 for

the equipment, monitoring, and management. The Board discussed the concern that the County had been receiving the service without paying the monthly fee because it was anticipated that grant funding would cover the equipment.

Commissioners expressed frustration over the lack of communication regarding the equipment and work that had been completed. The Board agreed that the firewall is necessary for the Sheriff's Department and County operations. The Board discussed whether the approximately \$7,000 needed for the equipment could be paid from the \$21,000 in grant funds that are currently being returned to the State.

The Board asked Undersheriff Fields to contact Homeland Security Coordinator Nelson to determine whether the grant funds could still be used for the firewall. They discussed delaying the return of the funds and the associated paperwork for one week while they looked into the possibility.

Undersheriff Fields asked the Board to confirm that the funds were still set aside for the Sheriff's Department furnace. The Board requested an update once the cost of the furnace replacement is determined.

CHAIRMAN'S SIGNATURE ON EMPLOYEE TRAINING REIMBURSEMENT AGREEMENT

This is the first contract under a pilot program with Road and Bridge to pay for a new employee's CDL. The employee must remain employed with the County for three years or reimburse the County for the cost of obtaining the CDL.

Vice Chairman moved to authorize the Chairman's signature on the Employee Training Reimbursement Agreement Between the County and John Leonard; seconded by Commissioner Borton. Motion carried.

ROAD AND BRIDGE UPDATE

Road and Bridge Supervisor Jim Hansen provided an update after the storm on Dewey Rd. The storm had damaged the culvert, causing the end of the pipes to pull apart and allowing water to bypass the first section. In 2023, that culvert was installed with three 7-foot round pipes put together as part of a countywide project designed by an engineer and completed by a contractor.

The Board discussed possible repairs, including excavating around the culvert and installing larger bands. Concerns were raised about the four-rib bands providing limited support and whether additional bank protection was needed. The Board agreed the issue should be addressed quickly before further damage occurs.

Road and Bridge will contact the engineer and True North to discuss the design and possible repairs. They will also contact Timberline and other contractors to determine availability, timelines, and costs. The Board agreed that Road and Bridge could proceed with repairs if appropriate while tracking the County's labor and material costs.

CHAIRMAN'S SIGNATURE ON MOU WITH DOI AND BLM- REGARDING BRIDGER PIPELINE EXPANSION PROJECT

This allows the County to become a cooperating agency, giving it a voice in any issues that may arise and providing some jurisdictional authority.

Vice Chairman moved to authorize the Chairman's signature on the MOU with the Department of Interior and the BLM regarding the Bridger Pipeline expansion project; seconded by Commissioner Borton. Motion carried.

FNRPA APPLICATION REGARDING USFS BKNF BEAR LODGE RARE EARTHS PROJECT

Vice Chairman Wagoner moved that Weston County commit up to \$1,430 as a match for the FNRPA funds; seconded by Commissioner Borton. During discussion, it was stated that the amount represents 1% of the Bear Lodge Project in Weston and neighboring Crook County. Motion carried.

CHAIRMAN'S SIGNATURE ON NOTIFICATION LETTER TO DEPT OF HOMELAND SECURITY REVERTING BACK BALANCE

Tabled.

CHAIRMAN'S SIGNATURE ON TREASURE'S ABSTRACT

The Treasure's Abstract details the funds received by the County, including PILT funds. Vice Chairman Wagoner moved to approve the Chairman's signature on the Treasurer's Abstract; seconded by Commissioner Borton. Motion carried.

CURRENT INVESTMENT POLICY REVIEW

No action was taken. The item was moved to the next meeting to allow the Board to visit about investment strategies.

M&K APPEALING NOTICE OF VALUE

Deputy Clerk Kim Jenkins explained that M&K is appealing a finding from the Department of Audit regarding discrepancies in its production. The Department of Audit referred the matter to the Department of Revenue, which determined that M&K owed the County additional funds. M&K paid the supplement but is appealing the determination to the State Board of Equalization, with a possible appeal to the Wyoming Supreme Court.

ESCROW ACCOUNT

Deputy Clerk Jenkins stated that, according to statute, the funds must be held in an interest-bearing escrow account until the appeal is resolved. The amount, including interest, is \$16,877.28. Although M&K questioned whether the payment should be made while the matter is under appeal, DOR confirmed that the County should process the payment as usual. Each entity has its name on the account at the bank. If M&K wins the appeal, the funds, including interest, will be refunded to M&K. If M&K loses appeal, the Treasurers can disburse the funds to the other entities.

Vice Chairman Wagoner moved to create an escrow account for the M&K appeal; seconded by Commissioner Huber. During discussion, it was explained that the account provides a secure way to hold the funds until the appeal is resolved and the appropriate party is paid. Motion carried.

RANGE PHONE

Deputy Clerk Jenkins and Range Business Solutions Specialist Chris Donnelly discussed proposals to upgrade the Courthouse phone system with Public Health and WIC. Both purchase and lease options were presented. The combined system would save approximately \$154 per month, or \$5,544 over the three-year contract, by sharing the SIP pass and licensing costs. The proposed upgrade would also increase the Courthouse internet connection from 100 Mbps to 1,000 Mbps. It was explained that the upgraded connection would provide significantly more bandwidth. Weston County Nurse Manager Public Health Angela Phillips also questioned whether a separate internet connection would be required for the phone system, as they currently have separate internet services through Golden West. Staff will verify this and report back to the Board.

The Board also compared purchasing the phones outright versus leasing them. Leasing would avoid upfront costs, provide replacement coverage during the lease term, and the phones would become County property after 36 months. The Board indicated that leasing appeared to be the more favorable option.

CLEANING

Kim Jenkins reported to the Board that she will be gone during the latter part of September and into October. She stated that Steve Price and other Courthouse staff will assist with cleaning during her absence.

CHAIRMAN'S SIGNATURE ON MASTER AGREEMENT AIRPORT ENGINEERING SERVICES BETWEEN OWNER AND ENGINEER

Commissioner Huber moved to approve the Chairman's signature on the Master Agreement for Professional Airport Engineering Services between Owner and Engineer; seconded by Vice Chairman Wagoner. During discussion, Commissioner Borton recused himself from the vote. Motion carried.

COMMUNITY PREVENTION GRANT POINT OF CONTACT INFORMATION FORM

Community Prevention Specialist Kristi Lipp explained that this is so Clerk Green can sign off on the reimbursement request.

Vice Chairman Wagoner moved to authorize the Chairman's signature on the point of contact form for the Community Prevention Grant; seconded by Commissioner Borton. Motion carried.

Commissioner Borton moved to approve the Chairman's signature on Wyoming Department of Health, Public Health Division and Weston County Grant Agreement; seconded by Commissioner Huber. Motion carried.

WAM-WCCA ENERGY LEASE PROGRAM REQUEST FOR PROPOSAL

The Association of Municipalities is looking to increase energy efficiency at county and local government buildings. The Board has until December 18 to respond. The item was tabled until the next meeting.

OLD BUSINESS

None

NEW BUSINESS

TREASURER REPORTS

Commissioner Huber moved to approve the Treasurer's cash detail and revenue reports; seconded by Commissioner Borton. Motion carried.

COMMISSIONER COMMENT

Commissioner Huber recommended the Board take a closer look at grant applications when they come before them and not make decisions too quickly. She also recommended improving communication with the Homeland Security Coordinator to help clarify the upcoming and completed grants.

Vice Chairman Wagoner reported that the WCCA Congressional Tour was held on August 11, with 11 staffers from Washington, D.C., participating. The group toured the Refinery and RER Plant. The tour prompted discussion about how federal policies and legislation affect people at the local level. One example discussed was a California policy that provides biofuel credits for removing almond orchards and using them for biofuel, which raised questions about how the original intent of an orchard is considered when developing such policies. Wagoner also reported that at the Refinery they discussed the E15 initiative being considered in Washington, D.C., which would require gasoline to contain a minimum of 15% ethanol. He noted that the refinery in Hawaii does not have ethanol so they would have to ship it across the ocean, increasing costs. He also noted that ethanol is not readily available in some areas on the mainland, which could similarly increase costs. The discussion provided the congressional staffers with insight into how federal policies can affect local communities and costs.

Chairman Todd thanked Upton Town Hall for hosting the meeting.

There being no further business, the meeting adjourned at 11:31 a.m.

Nathan Todd
Chairman

Attest: Amber Green
Weston County Clerk