

**WESTON COUNTY BOARD OF COMMISSIONERS**  
**OFFICIAL MINUTES**  
**June 5, 2018**

The meeting of the Weston County Board of Commissioners was called to order by Chairman Tony Barton at 9:00 a.m. at the Weston County Courthouse Annex. Commissioners Tony Barton, Bill Lambert, Marty Ertman, Tracy Hunt, and Ed Wagoner and Clerk Jill Sellers were present. Vice Chairman Lambert opened the meeting with prayer, and Nick Trandahl of the *Weston County Gazette* was invited to lead the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Chairman Barton added Treasurer Susie Overman under New Business. Commissioner Wagoner moved to approve the agenda as discussed; seconded by Vice Chairman Lambert. Carried.

**APPROVAL OF CONSENT AGENDA**

Vice Chairman Lambert moved to approve the consent agenda, which includes payroll and deductions of \$270,416.51; accounts payable vouchers of \$422,079.06; collections for County Clerk of \$10,626.75; collections for District Court of \$1,870.89; and minutes and executive session minutes of May 15, 2018, minus voucher #63381 (Employer Council); seconded by Commissioner Ertman. Carried.

SLIB Grants paid: Howard White (Emergency Repairs) for \$8,407.86; Michael's Construction for \$62,470.65; Hein Bond for \$3,488.76 (Courtroom Remodel Project).

Voucher #63381 for Employer Council. Vice Chairman Lambert moved table the voucher until June 19<sup>th</sup>; seconded by Commissioner Ertman. Carried.

**BUDGET AMENDMENT HEARING**

Chairman Barton called the budget amendment hearing to order at 10:00 a.m. Chairman Barton called for public comments three times; there were none. The public hearing was closed. Commissioner Wagoner moved to: move funds from Road & Bridge Foundation 355.50.46.0161000.0000 to 355.50.54.0195000.0000 in the amount of \$26,434.00 for Courthouse Improvements; receive funds from the Homeland Security Grant Agreement for 18-DOT-WES-HMP1850 to 500.00.83.0104000.0918 in the amount of \$9,895.50; and receive funds from the Homeland Security Grant Agreement for 17-GPD-WES-SC-HSG17 to 515.10.87.0104000.0320 in the amount of \$7,500.00; seconded by Vice Chairman Lambert. Carried.

**ADMINISTRATOR**

Administrator Dan Blakeman reported that the resolutions for Upton-Fairview and Cheyenne River Roads are completed and being reviewed by the County Attorney. RIP 004 is advertised and posted on the website. The process to establish the Cheyenne River Road through consent has begun. County Road Use and Fire Agreement is also being reviewed, although the current agreement is adequate.

Sheriff Colvard plans to convene another meeting regarding the Dispatch Agreement.

Second floor remodel continues, and all but one new window have been installed, which is delayed so Michael's Construction can use it to put sheetrock into the building for the interior work. A drone was deployed to take pictures of the cupola to help determine the location of the roof leaks.

Final completion of roof project has been rescheduled to June 19<sup>th</sup>, and will be advertised again in the official newspaper.

Vice Chairman Lambert moved to advertise a Request for Proposal for the law enforcement center mechanical upgrades; seconded by Commissioner Hunt. Carried.

Vice Chairman Lambert moved to authorize the Chairman's signature on the certificate of final completion for Courthouse Emergency Repairs project; seconded by Commissioner Wagoner. Carried.

Cost analysis of the annex building was presented, noting a yearly savings of approximately \$48,000.00, against the cost of the previous private attorney office for county attorney and previously leased space for extension office.

Administrator Blakeman provided notice of his resignation, effective August 31, 2018. Vice Chairman Lambert noted the numerous projects that the Administrator facilitated to improve county capital assets and utilize dormant grant funds. Vice Chairman Lambert moved to accept the resignation of Dan Blakeman as County Administrator, effective August 31, 2018, and thank him for his three years of service to Weston County; seconded by Commissioner Ertman. Carried.

#### **WYDOT STIP PLAN**

Scott Taylor and Mark Gillette of Wyoming Department of Transportation presented the WYDOT STIP Plan, detailing current and future road projects in Weston County.

#### **COURTHOUSE SECURITY**

Circuit Court Judge Matt Castano of the Sixth Judicial District and Chief Justice E. James Burke of the Wyoming Supreme Court addressed the courthouse security plans. Commissioner Hunt offered that total security is not possible, nor is physical security an acceptable posture, which separates the government from the people it serves. The court security committee was aware of the secure teller window, however, the external security windows did not appear again before the committee prior to the decision to install the external bulletproof panels. Judge Castano offered that they were ultimately a compromise between esthetics and security. The possibility of installing the bulletproof windows inside the Circuit Court office will be reviewed. The remodeled Circuit Court space in the basement of the courthouse offers greater security than their current rented space.

Joe Hartigan, Courtroom Security Officer, addressed courthouse/courtroom security issues, noting the increases of incidents across the nation and in Wyoming. He recommended continual funding of ongoing security measures and should be included as part of the annual operational budget for all departments in the courthouse. Ronda Munger provided the annual report on Wyoming courtroom security. Lily Sharpe, State Court Administrator, explained that at least the minimal protections are recommended, although not required, and is at the discretion of the county commissioners.

Chief Justice Burke closed the courthouse security discussion by complimenting the Commissioners on making the decision to upgrade the courthouse and further commended them for being leaders for the future. He compelled serious consideration of security measures, training, and practices.

Ms. Sharpe presented the Memorandum of Understanding between Weston County and Wyoming Supreme Court, which provides for the infrastructure for audio-visual technology requirements for the

courtroom. Vice Chairman Lambert moved to refer the Weston County-Wyoming Supreme Court MOU to the County Attorney for review and recommendations; seconded by Commissioner Wagoner. Carried.

## **ROAD & BRIDGE**

Road & Bridge Superintendent Rick Williams reported that the CMAQ Projects are approved by WYDOT and proceeding. Bid packets will be available at the County Clerk's Office. Commissioner Ertman moved to authorize advertising for CMAQ projects on Grieves and Morrissey Roads; seconded by Commissioner Wagoner. Carried.

Superintendent Williams also addressed the traffic on Cheyenne River Road and the road damage from their heavy hauling of oil and sand.

Vice Chairman Lambert moved to authorize the Chairman's signature on a letter to Vermillion Energy regarding truck traffic on Niobrara-Cheyenne River Road; seconded by Commissioner Ertman. Carried.

Chairman Barton will draft a letter to Bob Stoddard, informing him that dust control will not be applied this year, and that any issues should be addressed to the Commissioners, not Rick at Road and Bridge.

The question was raised: Should Cheyenne River Road be renamed, since it is often mistaken for Cheyenne River Road in Niobrara County? It once was named Morrissey Road, so renaming it to Morrissey/Cheyenne River Road was discussed as a possibility for clarification. No action was taken.

Vice Chairman Lambert moved to begin the final completion documentation on the Bruce Road/Wildcat Creek project, and to schedule the reseeding in the fall or at the discretion of JW Services; seconded by Commissioner Wagoner. Carried.

Jerry Hunt of Weston Engineering reported that Lynch and Upton-Fairview Road projects are awaiting WYDOT approval.

Vice Chairman Lambert moved to go into executive session per W.S. 16-4-405(a)(vii); seconded by Commissioner Ertman. Carried. Executive session began at 2:41 p.m.; regular meeting reconvened at 2:51 p.m. No decisions were made during executive session.

Superintendent Williams and Mr. Hunt will proceed with negotiations with landowners on road projects for required easements.

Regarding the FEMA flooding and Plum Creek disaster relief project from 2011, the total cost of the project was \$107,602.90. Under this specific disaster, there was a federal cost share (75%), state cost share (21.25%), and county share (3.75%). However, Weston County was paid \$99,780.73, covering non-eligible costs, such as roto-mill and increased size of culverts; the total was reimbursed to the Road & Bridge budget, where it was used to purchase new equipment. Reimbursement will be \$143.21 and \$8,768.79 to State Homeland Security and \$44,897.75 to FEMA, totaling \$53,809.75.

## **OLD BUSINESS**

Clerk Sellers presented a letter from the Wyoming State Forestry Division regarding use of their building for the 2018 elections. Vice Chairman Lambert moved to go forward with payment of \$600.00 to the

Wyoming State Forestry Division toward their lighting project for the use of the forestry building for the 2018 elections; seconded by Commissioner Wagoner. Carried.

#### **NEW BUSINESS**

Kristi Lipp reported on the status of the Prevention Management contract, and how the application process is being worked through WCCA. The contracts should be available for review by July 1, 2018. It will be managed as a block grant.

Tuff Streeter reported on a public information meeting on June 21<sup>st</sup> at noon at Newcastle Lodge, regarding the airport master plan. On behalf of the airport board, he invited the Commissioners to attend, in order to ask questions and contribute before the plan is finalized.

Donny Munger, Newcastle Fire Department, requested support for the Weston County Fireworks Program on July 4<sup>th</sup>, to help make up a shortfall of approximately \$3,000.00. Commissioner Ertman moved to take from the 1% sales tax that was allocated to the Board of Equalization (100.00.30.0308000.0000), since the period for equalization hearings has past, and provide it to the Newcastle Fire Department for fireworks for 2018 in the amount of \$2,000.00, under a provider of service agreement; seconded by Commissioner Wagoner. Carried.

Commissioner Hunt moved to approve the Catering Permit for Goose Landing on June 16, 2018; seconded by Vice Chairman Lambert. Carried.

Vice Chairman Lambert moved to authorize the Chairman's signature on the Public Health: WIC FY2019 MOU; seconded by Commissioner Wagoner. Carried.

Commissioner Hunt moved to appoint Dr. Mike Jording as the Weston County Health Officer for a four-year term from 2018-2022; seconded by Vice Chairman Lambert. Carried.

Commissioner Ertman moved to authorize the Chairman's signature on the FY2019 Youth Services Agreement; seconded by Commissioner Wagoner. Carried.

Commissioner Ertman moved to table the IT and Printer Audit discussions to June 19<sup>th</sup>; seconded by Vice Chairman Lambert. Carried.

Commissioner Ertman moved to authorize the Chairman's signature on Resolution 2018-06: Elected Officials' Salaries; seconded by Commissioner Wagoner. Carried.

Vice Chairman Lambert moved to authorize the Chairman's signature on the Department of Revenue Memorandum of Understanding for new computer equipment for the Assessor; seconded by Commissioner Wagoner. Carried.

Vice Chairman Lambert moved to table the dispatch agreement to June 19<sup>th</sup>; seconded by Commissioner Ertman. Carried.

Commissioner Ertman moved to schedule a workshop with WCCA Director Pete Obermueller on June 14, 2018 at 12:30 p.m., at the Courthouse Annex, followed by a budget workshop; Chairman Barton vacated the chair to second the motion. Carried.

Budget Workshop is scheduled for Tuesday, June 26<sup>th</sup> at 9:00 a.m.

#### **TREASURER**

Treasurer Susan Overman introduced her attorney Denise Day, who obliquely addressed concerns expressed by Ms. Overman regarding county personnel. Ms. Day commended the Weston County Employee Handbook and encouraged investigation of complaints.

#### **PUBLIC COMMENT**

None.

#### **VOUCHERS**

066 NCPERS, financial admin, \$256.00, AFLAC, payroll ded, \$2,264.65, Blue Cross Blue Shield, financial admin, \$52,127.32, Great West Trust Co, payroll ded, \$2,115.00, WEBT, financial admin, \$184.15, WC Clerk, financial admin, \$40,287.00, WC Treasurer, financial admin, \$20.00, WY Child Support, payroll ded, \$550.00, WY Dept of Workforce Services, financial admin, \$2,142.11, WY Retirement System, financial admin, \$29,029.01, Hermes Consolidated, oil/gas/lube, \$16,222.60, WY Police Service Dog Assoc, school exp, \$60.00, Hermes Consolidated, oil/gas/lube, \$18,120.65, 21 Electric, util, \$657.92, Ad Pro, supp, \$2,783.78, Alpha Communications, tower rent, \$55.00, AT&T Mobility, comm, \$1,649.02, Axis Forensic Toxicology, coroner exp, \$275.00, Bam Document Destruction & Recycling, p-hlth exp, \$163.90, BH Chemical & Janitorial, repair/maint, \$504.61, BH Energy, util, \$3,411.92, BH Plumbing, repair/maint, \$251.25, Brittany Hamilton, ext serv exp, \$114.45, Byrand Streeter, contract wage, \$1,158.75, Cambria Supply, repair/maint, \$84.58, Christina Cote, other employee, \$118.75, City of Newcastle, util/dispatch/pub def/p-hlth exp, \$5,433.43, Cynthia Crabtree coroner exp, \$51.18, Decker's Market, ext serv exp, \$18.37, Dixon Bros, oil/gas/lube, \$329.07, DRU Consulting, financial admin, \$1,113.23, Eastern WY Equipment, repair/maint, \$62.38, Finkey Law, special attny, \$1,968.00, Fisher Sand & Gravel, grvl/rd mtrl, \$6,712.30, Focus, focus, \$956.25, Fred's Welding, Imbr/clvrts/brdg/lbr, \$14,642.80, Frontier Home Ranch & Hardware, repair/maint, \$419.63, Golden West Technologies, comp software/p-hlth exp, \$5,200.92, Hein Bond, maj repairs, \$2,850.00, Hillyard/Sioux Falls, janitor supp, \$162.51, Howard White Construction, crthse emerg repairs, \$16,580.51, Jill Sellers, mile/trvl, \$344.44, Kara Fladstol, ext serv exp, \$49.05, Kelly Cummings, coroner exp, \$50.00, Kregel Towing & Recovery, financial admin, \$456.80, Law Enforcement Targets, officer equip, \$95.40, Local Gov't Liability Pool, insurance, \$19,029.00, Lori Bickford, p-hlth exp, \$30.67, Marina Cullum, coroner exp, \$200.00, MasterCard, veh maint/fuel, \$3,230.45, Max Masters, gis land records, \$1,900.00, MG Oil Company, oil/gas/lube, \$2,646.95, Michael's Construction, crthse remodel, \$195,220.80, Michelle Sweet, p-hlth exp, \$59.41, Minuteman Lube Center, veh maint/fuel, \$494.99, Motor Power Equipment, repair/maint, \$409.88, Natrona County Legal Dept, invol commit, \$600.00, Neela Beardsley, other employees, \$225.00, Newcastle Ambulance Service, ambulance, \$1,250.00, Newcastle Fire Suppression, misc, \$596.79, News Letter Journal, print/publ, \$275.91, Osage Improvement & Service Dist, coroner rent, \$300.00, Plainsman, supp, \$471.16, Powder River Energy Corp, util, \$1,343.52, Roadrunner Disposal Service, util, \$60.00, RT Communications, comm, \$3,383.64, Sanofi Pasteur, p-hlth exp, \$69.64, Servall Uniform/Linen, janitor supp, \$138.64, Steven Titus & Assoc, special attny, \$453.88, Susan K. Overman, mile/trvl, \$197.84, The RT Cox Law Firm, special attny, \$180.00, Thomas L. Bennett, coroner exp, \$2,000.00, Top Office Products, supp, \$525.58, Tyrell Chevrolet, veh maint/fuel, \$1,792.19, UW-Admin Business Office, ext serv exp, \$3,349.00, Verizon Wireless, p-hlth exp, \$284.41, Vicki Hayman, ext serv exp, \$119.90, Visa, mile/trvl/misc, \$1,150.03, Voelker's Autobody, veh maint/fuel, \$275.00, WC Sheriff's Search & Rescue, srch/rescue, \$1,767.49, WC&PAA, attny exp, \$200.00, West End Water District, util, \$180.00, WC 4-H Council, ext serv exp, \$147.50, WC Fair Board, block alloc, \$29,669.09, WC Gazette, print/publ, \$678.57, WC Health Services, in-home health, \$1,296.00, WC Library, block alloc, \$23,567.28, WC Pharmacy, jail medical, \$43.09, WC Road & Bridge, veh maint/fuel, \$3,016.70,

WC Senior Services, brd of prisoners, \$3,130.00, Wilder Graphic Design, veh maint/fuel, \$264.60, Woody's Food Center, brd of prisoners, \$256.57, WY Automotive, repair/maint, \$743.32, WY Dept of Health/Rental, p-hlth exp, \$253.00, WY Dept of Transportation, supp, \$44.29, WY Guardian Ad Litem, special attny, \$1,528.53, WY Law Enforcement Academy, school exp, \$275.00, WY Machinery, repair/maint, \$4,174.51, WY Network, financial admin, \$209.20. Net Payroll, \$141,441.27.

With no further business, the meeting was adjourned at 4:18 p.m.

Tony Barton  
Chairman

Attest: Jill Sellers  
Weston County Clerk