

WESTON COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
July 3, 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, and Clerk Jill Sellers were present. Commissioner Ertman opened the meeting with prayer, and Vice Chairman Lambert led the Pledge of Allegiance.

APPROVAL OF AGENDA

Chairman Barton added Prairie Dog Update under New Business. Vice Chairman Lambert moved to approve the agenda as discussed; seconded by Commissioner Ertman. Chairman Barton vacated the Chair to vote in favor. Carried.

Mona Wineteer, Accounts Payable Clerk from the Clerk's Office, presented details regarding departmental overages for FY2018 and the requirements for manual budget adjustments.

Commissioner Tracy Hunt joined the meeting at 9:50 a.m.

Vice Chairman Lambert moved to reallocate money from Financial Admin 100.00.20.00990000.00000 to Public Relations 100.00.05.031000.0000 in the amount of \$5,813.50; seconded by Commissioner Ertman. Carried.

Vice Chairman Lambert moved that a letter be drafted from the Commissioners to the Elected Officials/Department Heads regarding budget responsibilities and monitoring of spending; seconded by Commissioner Ertman. Carried.

APPROVAL OF CONSENT AGENDA

- Accounts payable vouchers in the amount of \$508,603.24
- Payroll and deduction vouchers in the amount of \$276,654.69
- Collections for County Clerk in the amount of \$11,712.00
- Collections for District Court in the amount of \$1,719.00
- Minutes of June 19, 2018

SLIB vouchers included Western States Fire Protection for \$26,132.00; Howard White Construction for \$15,605.50; Hein Bond for \$7,549.68; Michael's Construction for \$132,688.35; and Mountain Peak Builders for \$19,981.00.

Vice Chairman Lambert moved to approve the consent agenda; seconded by Commissioner Ertman. Carried.

ROAD & BRIDGE

Superintendent Rick Williams requested authorization to engage the gravel plant on Highway 85 to supply gravel for road projects in the north of the county. The cost for 15,000 tons of gravel would be approximately \$100,000.00, which was allowed for in the FY2019 Budget, as well as \$60,000.00 for contracted trucks and drivers for hauling gravel. Blading and work continues on county roads to repair damages from the heavy rains. The Commissioners encouraged hiring to fully staff the Road and Bridge

department. No bids were received on the CMAQ projects; advertising will be extended for two more weeks.

ADMINISTRATOR

Administrator Dan Blakeman reported on using the fire truck this morning to check the courthouse roof for leaks; many leaks were found on the cupola. The issues will be addressed on July 5, 2018 with architect Randy Hein and how it will impact the construction schedule on the second floor remodel project. Mountain Peak Builders will address the leak repairs and should be included under the warranty, as certificate of final completion has not yet been signed. Administrator Blakeman reported that spending for the second floor remodel remains on track, including contingency funds.

OLD BUSINESS

Attorney Curley reported on his review of the Supreme Court MOU regarding courtroom information technology. Concerns included the undefined county commitment to funding, as well as the need for mutual agreements between the Supreme Court and Weston County to agree on equipment and purchases. Vice Chairman Lambert moved to authorize the Chairman's signature on the Weston County-Supreme Court Memorandum of Understanding regarding information technology, following review and edits by County Attorney; seconded by Commissioner Ertman. Carried.

Clerk Sellers reported that the scanning project of the land records is complete. The hosting and website portion will be next in order to provide online access to the public.

NEW BUSINESS

Vice Chairman Lambert moved to appoint Debbi Piper to the Northern Wyoming Mental Health Board; seconded by Commissioner Hunt. Carried.

Commissioner Ertman moved to reappoint Becky Todd to the Library Board; seconded by Vice Chairman Lambert. Carried.

County Fuels Mitigation Coordinator Jill Pischke presented the Weston County Wildfire Protection Plan, which includes risk assessments and appropriate funding during wildfire to mitigate loss. Vice Chairman Lambert moved to authorize the Chairman's signature on the Weston County Wildfire Protection Plan; seconded by Commissioner Ertman. Carried.

Vice Chairman Lambert moved to authorize the Chairman's signature on the Memorandum of Understanding with University of Wyoming and the Extension Office; seconded by Commissioner Ertman. Attorney Curley commented on the provisions in the MOU for county involvement on decisions and guidelines for management. Vice Chairman Lambert questioned whether the MOU included the University's commitment to the benefit package for the 4-H Educator. Attorney Curley will note the MOU that it should clearly state that UW pay the benefits, not the county. Carried.

Vice Chairman Lambert moved to authorize the Chairman's signature on the Annual Compensation Agreement with the University of Wyoming for the 4-H Educator; seconded by Commissioner Hunt. Carried.

Attorney Curley presented that Weston County is eligible to participate in the PILT Class Action Law Suit and discussed the requirements to opt-in to the suit. The deadline to opt-in is September 14, 2018, so a decision will be scheduled following discussion and input with Wyoming County Commissioners

Association (WCCA). Commissioner Ertman moved to table the PILT Class Action Law Suit until the September 4th meeting; seconded by Commissioner Hunt. Carried.

Clerk Sellers is working with Prevention Manager Kristi Lipp and Maureen Cadwell of Weston County Health Services to draft a Memorandum of Understanding for Prevention Management. The subject will be added to the July 17th meeting for signatures; the hospital board is scheduled to meet on July 19th to allow for their signatures, which will meet the July 31 deadline.

Discussion ensued on the FY2019 budget, including adding funds to depreciation and cash reserves.

Vice Chairman Lambert moved to add an amount not to exceed \$200,000.00 to Cash Reserve and none into Depreciation Reserve in FY2018, based on recommendations from the Clerk in the afternoon budget workshop; seconded by Commissioner Ertman. Carried.

A coordination meeting on prairie dogs is scheduled on July 31, 2018. DRU Consulting will attend on behalf of Weston County, and possibly Vice Chairman Lambert based on availability.

SPECIAL ATTORNEY

Commissioner Hunt requested approval to engage a special attorney for Weston County and specifically the County Clerk regarding legal questions and requirements of Alex Berger running for Weston County Attorney in the 2018 Republican Primary. Commissioner Hunt commended Attorney Curley for his work thus far, but noted the conflict of interest with current County Attorney Curley since he is also running for said office as the incumbent. Attorney Curley commented on Judge Fenn's decision on the petition and the remaining questions of qualifications to run for county office. Commissioner Hunt moved to approve expenditure to hire a special attorney to represent the Weston County Clerk regarding CV-1850, Berger vs. Sellers, in her official capacity as Weston County Clerk, at the discretion of his client, Weston County Clerk; seconded by Vice Chairman Lambert. Carried.

MAGISTRATE

Circuit Court Judge Matt Castano presented the option to appoint a part-time magistrate for Weston County. Judge Castano spoke highly of Lisa Katherine Finkey and recommended her appointment as the part-time magistrate. The decision on a full-time magistrate is still under consideration by the Supreme Court and will likely be based on a review of caseload and fiscal issues. Since Magistrate Stan Sheehan's retirement in January, the 72-hour requirement for court appearance has been maintained for all cases, but it has largely been allowed by increasing the use of the video conferencing technologies. Commissioner Hunt moved to approve the appointment of Lisa Katherine Finkey as a part-time magistrate for Weston County Circuit Court; seconded by Vice Chairman Lambert. Carried.

PUBLIC COMMENT

None.

VOUCHERS

066 NCPERS, financial admin, \$272.00, AFLAC, payroll ded, \$2,264.65, Blue Cross Blue Shield, financial admin, \$53,117.92, Great West Trust Co, payroll ded, \$2,175.00, WEBT, financial admin, \$180.70, WC Clerk, financial admin, \$41,109.32, WC Treasurer, financial admin, \$20.00, WY Child Support, payroll ded, \$550.00, WY Dept of Workforce Services, financial admin, \$2,231.17, WY Retirement System, financial admin, \$29,065.31, Newcastle Fire Department, brd of equalization, \$2,000.00, Western States Fire Prot, grant match, \$26,132.00, Pitney Bowes Global Financial Services, misc, \$774.00, WY Office of Homeland

Security, new equip, \$44,897.75, Collins Communications, hmlnd sec exp, \$71.42, Globalstar USA, hmlnd sec exp, \$2,947.21, Hermes Consolidated, oil/gas/lube, \$23,290.33, Morrison Maierle, airport master plan, \$26,310.00, WY Office of Homeland Security/2014 SHSP, hmlnd sec exp, \$8,768.79, WY Office of Homeland Security/2015 SHSP, hmlnd sec exp, \$71.19, Howard White Construction, emerg repairs, \$15,605.50, Postmaster c/o Attorney, attny exp, \$102.00, 21 Electric LLC, repair/maint, \$2,623.52, Ad Pro, supp, \$611.25, Alpha Communications, comm, \$79.00, AT&T Mobility, comm, \$1,249.82, Axis Forensic Toxicology, coroner exp, \$275.00, Axon Enterprise, investigations, \$451.00, Big Horn Imaging Services, record retention, \$62,500.00, BH Energy, util, \$3,752.98, Brittany Hamilton, ext serv exp, \$338.99, Butler Machinery, repair/maint, \$762.00, Byrand Streeter, contract wages/supp, \$1,502.05, Cambria Supply, repair/maint, \$88.89, Carmen Simon, p-hlth exp, \$8.88, CDW Government, p-hlth exp, \$543.64, City of Newcastle, util/dispatch/pub def/p-hlth exp, \$6,001.62, Collins Communications, repair/maint, \$400.00, Comtronix, misc, \$162.00, County Clerks Assoc of WY, mile/trvl, \$100.00, Culligan Water Conditioning, misc, \$62.50, Cynthia Crabtree, coroner exp, \$493.00, Decker's Market, p-hlth exp, \$13.99, Denette J. Price, mile/trvl, \$54.51, Dixon Bros, oil/gas/lube, \$216.19, Drive Train Industries, repair/maint, \$489.56, DRU Consulting, financial admin, \$752.13, Eastern WY Equipment, repair/maint, \$545.89, Family Dollar, supp, \$39.70, Fastenal Company, repair/maint, \$87.83, Finkey Law, special attny, \$912.00, Fisher Sand & Gravel, gravel/rd mtrl, \$6,135.28, Frontier Home Ranch & Hardware, repair/maint, \$449.96, Galls, uniforms, \$22.75, Gilberto Martinez, misc, \$203.95, Golden West Technologies, security upgrade/p-hlth exp, \$12,635.56, Grant Writing USA, mile/trvl, \$425.00, Great Western Tire, repair/maint, \$12,025.78, Hansen Equipment, repair/maint, \$20.75, Hein Bond, security upgrade, \$7,549.68, Hillyard/Sioux Falls, janitor supp, \$118.96, Kara Fladstol, ext serv exp, \$79.57, KASL, hmlnd sec exp, \$75.00, Lori Bickford, p-hlth exp, \$10.69, Marina Cullum, coroner exp, \$200.00, MasterCard, mile/trvl/school exp, \$1,104.85, Max Masters, gis land records, \$1,900.00, Michael's Construction, crthse remodel, \$132,688.35, Minuteman Lube, veh maint/fuel, \$215.97, Mountain Peak Builders, crthse repair, \$19,981.00, Neela Beardsley, other employees, \$200.00, Newcastle Ambulance Service, ambulance, \$1,250.00, Newcastle Fire Suppression, repair/maint, \$212.79, Newcastle Lodge & Convention Center, p-hlth/hmlnd sec exp, \$339.64, Newcastle Motors, veh maint/fuel, \$862.40, News Letter Journal, supp/print/publ/comm, \$1,348.09, Nutrition Matters, wic, \$60.00, Occupational Research & Assessment, coroner exp, \$225.00, Office of State Lands & Investments, misc, \$600.00, Osage Improvement & Service Dist, coroner exp, \$300.00, Postmaster c/o Sheriff, post/freight, \$245.00, Powder River Energy Corp, util, \$1,108.38, Power Plan OIB, repair/maint, \$450.96, Preventive Health & Safety Division, p-hlth exp, \$56.00, Rabe Elevator, repair/maint, \$981.67, Rescue Essentials, officer equip, \$2,960.00, Roadrunner Disposal Service, util, \$60.00, Rocky Mountain Propane, util, \$1,159.20, RT Communications, comm, \$2,859.52, Secretary of State, misc, \$30.00, Servall Uniform/Linen, janitor supp, \$172.43, ShopKo, janitor supp/misc, \$270.64, Summit Plumbing & Heating, repair/maint, \$1,238.57, Texas Refinery Corp, oil/gas, 375.50, The RT Cox Law Firm, special attny, \$348.00, Timberline Services, grvl/rd mtrl, \$4,300.92, Top Office Products, supp, \$586.15, True North Steel, Imbr/clvrts/brdg, \$8,249.47, Tyler Technologies, comp software, \$5,050.00, Ultra Max, equip/ammo, \$564.98, Upton Co-op Assn, Imbr/clvrts/brdg, \$79.02, Verizon Wireless, trvl/meals/p-hlth exp, \$274.41, Vicki Hayman, ext serv exp, \$87.20, Vila's Pharmacy, jail medical, \$133.60, WACO, mile/trvl, \$280.00, West End Water District, util, \$60.00, Weston County, insurance, \$1,180.00, WC 4-H Council, supp, \$1,156.06, WC Gazette, print/publ, \$966.16, WC Road & Bridge, veh maint/fuel, \$3,344.69, WC Sheriff's Office, post/freight, \$70.55, WC Senior Services, brd of prisoners, \$3,922.00, WC True Value, repair/maint, \$4.29, Weston Engineering, engineer services, \$9,150.00, Woody's Food Center, brd of prisoners, \$212.66, WY Automotive, repair/maint, \$665.16, WY Behavioral Institute, invol commit, \$7,540.00, WY County Assessors Assoc, mile/trvl, \$150.00, WY Dept of Health/Rental, p-hlth exp, \$253.00, WY Machinery, repair/maint, \$10,288.70, WY Network, financial admin, \$389.20. Net Payroll, \$145,668.62.

With no further business, the meeting was adjourned at 1:17 p.m.

Commissioners' workshop on the FY2019 budget, County Administrator position, and Road & Bridge followed from 1:17 p.m. to 3:55 p.m. No decisions were made during the workshop.

Tony Barton
Chairman

Attest: Jill Sellers
Weston County Clerk