

WESTON COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
May 7, 2024

The regular meeting of the Weston County Board of Commissioners was called to order by Chairman Don Taylor at 9:00 a.m. at the Weston County Courthouse. Commissioners Ed Wagoner, Nathan Todd, Garrett Borton and Vera Huber, Attorney Michael Stulken and Clerk Becky Hadlock were present. Mick Bohn opened the meeting with prayer, and Vice-Chairman Borton led the Pledge of Allegiance.

APPROVAL OF AGENDA

Clerk Hadlock asked to remove the Rare Earth Update and the Reporting on ARPA funds from the Agenda. Chairman Taylor asked to move the Public Comment and Commissioner Comment after New Business. Vice-Chairman Borton moved to approve the agenda as amended; seconded by Commissioner Huber. Carried.

APPROVAL OF CONSENT AGENDA

Commissioner Wagoner asked to pull the Chairman's Signature on Letter Requesting/Declining Funding Allocated Pursuant to W.S. § 9-24-104 for discussion. Vice-Chairman Borton moved to approve the Consent Agenda as amended which included the payroll and payroll voucher, collections for March 2024, Minutes of April 16, 2024, Treasurer's Report, Board's Signature on Proclamation Declaring May 2024 National Preservation Month, Board's Signature on Resolution 2024-14 Amendment to the 2023-2024 Budget, Tax Roll Corrections #1641-1643, Board Appointment: Weston County Travel Commission – Kelley Millar; seconded by Commissioner Huber. Carried.

The Board discussed requesting or declining the gambling funds allocated to Weston County. Commissioner Huber moved to approve to accept the fund; seconded by Vice-Chairman Borton. Discussion ensued. Ayes: Wagoner, Borton, Huber. Nays: Todd. Carried.

PUBLIC COMMENT

None.

AUDIT REVIEW

County Auditor Paul Stille, with Leo Riley & Co., presented the Board with the preliminary copy of the current County audit. Mr. Stille went over some of the highlights of the audit and would like the Board to let him know if they have any questions. Mr. Stille will get the last items submitted and mail the final audit to the Board.

FAIRGROUNDS

Fair Board member Francie Hamilton came before the Board to discuss an outstanding bill from the IRS. Commissioner Todd moved to pay \$8,108.33 out of the ARPA account 150.32.0029000.1226; seconded by Commissioner Wagoner. Discussion ensued. Carried. Ms. Hamilton discussed with the Board setting up an endowment fund for the Fairgrounds. This will be added to the agenda for the next meeting.

VACANCY LETTER

William Curley and Patricia Baumann came before the Board requesting for a letter from the Commissioners to the Wyoming Republican Party declaring the vacancies of Resolution 2024-10. Discussion ensued.

EMS DISTRICT

City Council member Ty Owens came before the Board asking to have the formation of an EMS District added to the ballot in the next election. Mayor Pam Gualtieri asked to have the County pay 1/2 of the City's current portion of the EMS charges. Commissioner Wagoner explained that the County could pass a resolution to form an EMS District, after this process what would be placed on the ballot would be the passing of a MIL for the District. Discussion ensued. Commissioner Wagoner moved to move forward to create a Resolution forming an EMS District; seconded by Commissioner Borton. Discussion ensued. Carried. This will be added to the next agenda.

WYO-HELP

Executive Director of WYO-Help Kyle Borger gave a presentation to the Board to explain what WYO-Help was and what it does to help Weston County. Discussion ensued.

WESTON COUNTY HEALTH OFFICER POSITION

The Board discussed a letter that was received from current Weston County Health Officer Kristen Kohlbrand explaining that she has currently moved out of Weston County but would like to remain as the WCHO. Discussion ensued.

COMMISSIONER SCHOLARSHIPS

The winners of the 2024-2025 scholarships are JJ Lipp, Pate Tavegie & Emma Gustaf. Alternates are Zach Orsborn & William Beaström. The winner of the 2024-2025 renewal scholarship is Zade Orsborn, and the alternate is Holden McConkey.

EXTENSION OFFICE BUDGET DISCUSSION

University of Wyoming Community Vitality and Health Educator Vicki Hayman and Erin Persche, Weston County 4-H Youth Development Extension Educator visited with the Board about their FY25 budget.

AUDIT FINDINGS & REPRESENTATION LETTER

Commissioner Wagoner stated this would need to be done now as the County would be out compliance. Discussion ensued about possibly looking at a new auditor next year. Discussion ensued.

PUBLIC COMMENT

Pam Gualtieri spoke during public comment.

CRIP DISCUSSION

Wyoming Department of Transportation District Engineer Scott Taylor, District Construction Engineer Isaac Finkle and Resident Engineer Josh Jundt came before the Board to discuss the CRIP (Commission Road Improvement Plan) Project for Old Hwy 85. Commissioner Todd moved with Road & Bridge Superintendent Jim Hansen's and WYDOT's discretion to look to add the culverts to the entire road under the CRIP project; seconded by Commissioner Wagoner. Discussion ensued. Carried.

ROAD & BRIDGE UPDATE

Road and Bridge Superintendent Jim Hansen gave the Board an update on the Road & Bridge Department.

OLD BUSINESS

None

NEW BUSINESS

COUNTY COMMISSIONER ATTENDANCE AT REGULAR SCHEDULED BOARD MEETINGS RESOLUTION

Chairman Taylor would like to have a resolution passed that the Commissioners are only allowed to miss four meetings per year. Discussion ensued.

CMAQ BID OPENING

Timberline Services submitted a qualified bid for the CMAQ CM24411 Project. Road & Bridge Foreman Jim Hansen stated this was under the amount awarded for the project. Commissioner Wagoner moved to award the CMAQ Dust Mitigation to Timberline Services in the amount of \$93,625.00 for Morrissey and Beaver Creek Roads contingent on WYDOT's approval; seconded by Commissioner Huber. Carried.

COUNTY COMMISSIONER ATTENDANCE AT REGULAR SCHEDULED BOARD MEETINGS RESOLUTION (CONT.)

Discussion continued pertaining to Chairman Taylor's proposed resolution. Commissioner Todd would like to have the Attorney General's Opinion on the resolution.

PUBLIC COMMENT

None.

COMMISSIONER COMMENTS

None.

AP VOUCHERS

Commissioner Todd moved to approve the AP Vouchers; seconded by Vice-Chairman Borton. Carried.

VOUCHERS

066NCPERS, financial admin, \$240.00, AFLAC, payroll ded, \$2,776.91, Great-West Trust Company LLC, payroll ded, \$870.00, New York Life, financial admin, \$512.59, WEBT, financial admin, \$84,811.82, Weston County Clerk, financial admin, \$54,613.50, WY Child Support Enforcement, payroll ded, \$550.00, WY Department of Workforce Services, payroll ded, \$2,211.35, WY Retirement System, payroll ded, \$40,528.57, 307 Auto Repair, veh maint fuel, \$12,014.01, 307 Security Solutions, maj repairs, \$1,375.60, Ad Pro, sheriff suppl, crthse suppl, assr suppl, gen law enf, r&b, \$502.70, Advanced Drug Testing Inc, r&b cncrct/equip/lbr, \$31.20, Alpha Communications, law enf tower rent, \$55.00, Amber Green, crthse other empl, \$630.00, Angela Phillips, infr needs & exp workforc, \$283.99, AT&T Mobility, hmlnd sec exp, maint comm, sheriff comm, \$2,729.93, B3K9 Training Boarding, dog food, kennel door, \$9,625.00, Black Hills Chemical & Janitorial, law enf brd of prisoners, \$228.23, Black Hills Energy, annx util, bldg & grnds maj rep, crthse util, fair util, hmlnd sec exp, law enf util, p-hlth util & em prep, r&b util, wic spec proj, \$7,898.66, Black Hills Plumbing, law enf, bldg and grounds repair, \$1,403.08, Black Hills Plumbing, gen bldg & grnds maint, gen law enf repair/maint, \$1,403.08, Bomgaars, r&b repair/maint, fair grnds repair/maint, \$1,250.98, Byrand Streeter, arprt cncrct wages, arprt repair/maint, arprt supp eqp rp, \$1,829.96, Cambria Discount Drug, jail med, \$83.68, Cambria Supply, r&b repair/maint, \$89.71, Carmen Simon, p hem prep covid vacc, \$230.80, City of Newcastle, annx util, crthse util, fair util, law enf util, p-hlth util, r&b util, wic spec proj, \$2,235.51, Clinical Lab of Black Hills, coroner autopsies, \$4,809.00, CLT Flooring & Furnishings, gen annex repair/maint, \$1089.50, Collins Communications Inc, dist crt comm,

fair util, \$155.00, Communication Technologies, misc eqp prchs-drctn, \$61,915.27, Comtronix, bldg & grds maj rep, \$110.00, Crook Co Family Violence, cc fmly violence, \$956.25, Culligan Water Conditioning, annx misc, r&b maint, \$41.00, Deckers Market, ext 4H support, r&b maint, \$214.86, Denette J Price, treas mile/trvl, \$38.86, Don Steveson, veh maint, \$490.00, Double D, r&b oil/gas/lube/ repair/maint, \$2,225.32, Eastern WY Equipment Company, r&b sm tools, repair/maint, \$ 464.93, Econo Signs LLC, R&B repair/maint, \$144.16, File & Serv Express, gen attny office exp, \$2.00, First Northern Bank of Wy, attny office equip/tech, gen elctn trng, sheriff mile/trvl, sheriff veh maint/fuel, sheriff school exp, law enf brd prisoners, elctn trng, pub hlth mile/trvl, \$3094.29, Fisher Sand & Gravel, r&b gravel/rd mtrl fund, \$20,820.10, Gillette Steel Center, r&b gravel/rd mtrl, \$7,842.20, Godfrey Brake Service & Supply, r&b repair/maint, \$576.71, Golden West Technologies, annx comp softwr lic, crthse comp softwr lic, p-hlth em prep ends, sheriff spec, \$7,229.46, Great Western Tire Co, r&b repair/maint, \$ 752.00, Humphrey Law LLC, dist crt spec attny, \$595.00, Indoff Incorporate, gen law enf brd prisoner, \$510.96, Jennifer Liggett, crthse other empl, gen elctn mile/trvl, \$342.00, Jewel Parrish, attny voca funds, \$148.74, Jodi Brooks, wic spec proj wic, \$6.75, Kami L Lopez, fair slry, \$840.00, Kara Lenardson, assr supplies, \$57322, KASL, p-hlth em prep, \$390.00, Kayleigh Ann Gould, annex contract wages, \$400.00, Kimberly Jenkins, mile/trvl/convent, \$\$373.86, Liberty Law Offices PC, distr crt spec attny, \$2,790.12, Lum Studio, p hem prep cod 19 vac out, \$4,999.00, Marco Inc, annx comp softwr lic, \$124.61, Matthew Bender& Co Inc, misc law library, \$1.14, Max Masters, gis land records, r&b trng, \$2,750.00, Mckesson Medical Surgical, ph em prep covid vacc, \$1,456.73, Meridian Mortuary, coroner fees, \$295.00, MG Oil Company, r&b oil/gas/lube, \$2807.35, Minuteman Lube Center, sheriff veh maint/fuel, \$887.96, Monument Health, coroner autopies/rpr, \$922.00, Motor Power Equipment, \$363.46, NACCTFO, treas supplies, \$100.00, Newcastle Ace Hardware, crthse repair/maint, law enf repair/maint, annex janitor suppl, r&b maint, \$501.51, Newcastle Motors, assr veh maint/fuel, \$446.38, News Letter Journal, p-health prevention management, problem gambling, \$1,966.49, Pennington Co Sheriff Office, attny office exp, \$51.50, Pitney Bowes Global Financial Svcs LLC crthse post/frght, \$307.08, Pizza Barn, gen attny, \$3,000.49, Powder River Energy Corporation, arprt util, fair util, hmlnd sec exp, law enf util, p-hlth comm & util, r&b util, wic spec proj, \$3,000.49, Pressure services inc, r&b repair/maint, \$102.43, RANGE, arprt comm, assr comm, attny comm, clrk comm, crthse comm, dist crt comm, ext comm, fair util, hmlnd sec exp, law enf util, p-hlth em prep & util, r&b comm, sheriff comm, treas comm, wic spec proj, \$3,200.37, Ricks Electric, r&b contract/equip, \$1,478.25, Ringer Law PC, distr crt spec attny, \$6,120.00, Roadrunner Disposal Service, fairgrnds util, airport util, \$100.00, Sagebrush Marketing, fair admin/fees, \$100.00, Self Storage LLC, gen elctn misc, \$150.00, Servall Uniform/Linen CO, fair repair/maint, crthse janitor supp, \$375.55, Solberg Insurance Agency, insurance, \$2,989.65, Southland Medical Corp, \$1,534.80, coroner, Sublette County, \$446.00, WCCA, Sundance Extinguisher LLC, \$789.50, r&b cntrct/equip/lbr, Tammy Cleverdon, treas mile/trvl, \$38.86, Texas Refinery Corp, oil/gas/lube, \$648.50, Top Office Products, crthse supp, dist crt supp, \$373.50, Town of Upton, \$2,193.75, Upton Co-op Assn, r&b oil/gas/lube, \$28,866.99, Upton Senior Center, Q4 fy24, \$531.25, Verizon Wireless, fair util, p-hlth em prep & mch grant, \$276.83, Vicki Hayman, ext nutrition ed, \$279.80, Visionary Communications, annx comm, \$165.60, Voelkers Autobody, sheriff veh maint/fuel, \$125.00, Volunteers of America, Q4fy24, \$2,125.00, WC Sheriffs Search & Rescue, coroner rent, \$250.00, WC&PAA, West End Water District, arprt util, \$60.00, Weston County 4-H Council, gen ext nutrition educator, \$189.99, Weston County Gazette, em prep covid 19 vacc out, misc print/publ, \$872.70, Weston County Health Services, Q4 fy24, \$1,500.00, Weston County Humane Society, Q4 fy24, \$750.00, Weston County Pharmacy, jail medical, \$565.35, Weston County Peace Officers Association, law enf uniforms, \$255.200, Weston County Road & Bridge, law enf veh maint/fuel, sheriff veh maint/fuel, gen maint veh maint/fuel, fairgrnds repair/maint,

\$4,441.34, Weston County Sr Services, law enf brd of prisoners, Q4 fy24, \$8,620.50, Whites Queen City, sheriff veh maint/fuel, \$139.25, Wilder Graphic Design, eqp prchs-dprtcn, crthse supplies, \$958.28, Woody's Food Center, law enf brd of prisoners, crthse janitor suppl, annex suppl, airprt suppl, \$347.61, Wy Assoc of Sheriffs & Chiefs, law enf jailor schools, \$55.00, Wy Dept of Transportation, r&b old hwy 85, \$825.00.08, WY Machinery Co, r&b repair/maint, \$321.34, WY Network, financial admin, \$270.00, WY Police Service Dog Assoc Casper Police Dept, spec off equip, \$60.00, Wyoming Secretary of State, crthse misc, \$40.00, Net Payroll, \$183,274.48

With no further business, the meeting was adjourned at 2:54 p.m.

Don Taylor
Chairman

Attest: Becky Hadlock
Weston County Clerk