

**WESTON COUNTY BOARD OF COMMISSIONERS**  
**OFFICIAL MINUTES**  
**November 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. Vice-Chairman Garrett Borton opened the meeting with prayer, and Commissioner Wagoner led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Vice-Chairman Borton asked to add Library to Old Business and to also remove Arena Resources from Old Business as Justin Kolbeck could not attend the meeting. Commissioner Todd asked to add Letter to the City of Newcastle under Old Business. Commissioner Todd moved to approve the agenda as amended; seconded by Commissioner Wagoner. Carried.

**APPROVAL OF CONSENT AGENDA**

Vice-Chairman Borton moved to approve the Consent Agenda which included payroll and payroll vouchers, Collections for County Clerk, District Court and Public Health, Board's Signature on Resolution 2024-31 Amendment to the 2024-2025 Budget, Chairman's Signature on Eisele Single Land Division, Chairman's Signature on 4 Corners Major Subdivision, Minutes of October 15, 2024; seconded by Commissioner Wagoner. Carried.

Vice-Chairman Borton moved to approve the Special Meeting Minutes of October 22, 2024; seconded by Commissioner Huber. Carried.

**PUBLIC COMMENT**

Walter Sprague, Kari Drost, Stanley Jasinski, Susan Love, Ann Slagle and Ken Hoffman spoke during Public Comment.

**ROAD & BRIDGE**

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

**SHERIFF'S OFFICE**

Weston County Undersheriff Dan Fields and Weston County Sheriff Deputy Travis Garhart came before the Board to discuss the need for an upgrade to the camera systems at the Detention Center, the Weston County Annex and the Weston County Sheriff Impound Yard. Undersheriff Fields and Deputy Garhart also discussed spending of the opioid funds on additional K9 training, three-day training for all Weston County law enforcement agencies as well as a new Sheriff vehicle. Discussion ensued and this will be added to the next agenda.

**COUNTY VEHICLE TO UPTON FIRE DEPARTMENT**

Weston County Homeland Security Coordinator Gilbert Nelson would like the County to sign the old Homeland Security Tahoe over to the Upton Fire Department to use as their command unit. Commissioner Wagoner moved to transfer the old Homeland Security Tahoe to the Upton Fire

Department as is and they pay for the title transfer fee; seconded by Vice-Chairman Borton. Carried. Discussion ensued. Carried.

#### **FAIRGROUNDS MAINTENANCE MANAGER**

Fairgrounds Maintenance Manager Eric Dudzinski asked the Board if they had received a letter he had sent to them via e-mail. The Board would like to schedule an Executive Session for the next meeting and invite the Fair Board to attend. Manager Dudzinski presented the Board with an additional bid to repair the Events Center roof. Commissioner Wagoner moved to award \$2,200 to Roof Source to fix the roof at the Events Center; seconded by Vice-Chairman Borton. Discussion ensued. Carried.

#### **ROAD & BRIDGE CONTINUED**

Commissioner Todd moved for the Chairman's signature on Amendment Two to the Cooperative Agreement Between the Wyoming Department of Transportation and Weston County; seconded by Commissioner Wagoner. Discussion ensued. Ayes: Wagoner, Todd, Huber, Taylor. Nays: Borton. Carried.

#### **OLD BUSINESS**

##### **GRANT QUESTIONS**

Assistant Deputy Treasurer Kim Jenkins came before the Board to see if they had any changes to the Weston County Procurement Policies and Procedures. The Board would like Ms. Jenkins to work with Attorney Stulken and Clerk Hadlock on adding to the Policy that the County follows the State and Federal laws where applicable. Ms. Jenkins will work on getting a need and want list from each Department as well.

##### **OLD HWY 85 UPDATE**

Ted Ertman came before the Board letting them know that Attorney Stulken needs direction from the Board on how to move forward with the Old Hwy 85 Easement/ROW. Commissioner Todd explained that an easement from Mr. Ertman is needed and then filed for the last 300 yards by the bridge on Old Hwy 85 and then decrease the width of the road going towards Hwy 85. Commissioner Todd added that the fencing and surveying issues will also need to be discussed, and Superintendent Hansen would like to add a 100' wide repair easement clause into the agreement. Commissioner Todd started a motion and then retracted his motion. Commissioner Wagoner moved to authorize the Attorney to work with Mr. Ertman for an Easement approximately 300 yards long, 250' wide from the railroad bridge going SW to tie up to where the current ROW is that is 250' wide, we will reduce the 250' ROW to 100' ROW with an additional 75' construction easement on the edge to the distance of the highway ROW fence with all survey costs and refencing incurred by the County; seconded by Commissioner Todd. Discussion ensued. Carried.

##### **PAINT ON CUPOLA UPDATE**

Maintenance Foreman Brandon Turner let the Board gave the Board an update on the bids for the Cupola. The Board would like to wait until next year to move forward with this project. Foreman Turner presented bids for the windows and the ac unit at the library. Commissioner Wagoner moved to authorize Architectural Specialties to replace three windows at the library in the amount of \$2,424.91; seconded by Vice-Chairman Borton. Carried. Commissioner Wagoner moved to authorize Powder River

Heating/AC to replace the condensing fan and motor on the condensing unit at the library in the amount of \$1,385.00; seconded by Commissioner Huber. Carried.

#### **VAULTSIDE UPDATE**

Attorney Stulken gave the Board an update on Vaultside. The Board would like to have a formal complaint sent to recover the money owed to the County. This will be added to the next agenda.

#### **LETTER TO THE CITY OF NEWCASTLE.**

Attorney Stulken presented a letter for review that he will be sending to the City of Newcastle pertaining to the uncashed check from the County. Commissioner Todd moved to send the County Attorney's letter that the Board asked him to write to City of Newcastle Attorney Dublin Hughes to clear up the dispatch checks; seconded by Commissioner Wagoner. Carried.

#### **NEW BUSINESS**

##### **BID EXPECTATIONS**

The Board discussion the bid expectations of the County and would like to add warranty's to the bid requests. This will be added to the next agenda.

##### **PRE-PAY WYOMING STATE BAR/COUNTY ATTORNEY'S OFFICE**

Commissioner Wagoner moved to pre-pay the three bills to the Wyoming Bar Association for dues because of timing; seconded by Commissioner Todd. Carried.

##### **PUBLIC COMMENT**

None.

##### **COMMISSIONER COMMENT**

Commissioners Todd, Huber, Wagoner, and Chairman Taylor spoke during Commissioner Comment.

##### **AP VOUCHERS**

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

##### **VOUCHERS**

066NCPERS, financial admin, \$272.00, AFLAC, payroll ded, \$3,003.06, Great-West Trust Company LLC, payroll ded, \$840.00, New York Life, financial admin, \$512.59, WEBT, financial admin, \$94,337.23, Weston County Clerk, financial admin, \$53,997.13, WY Child Support Enforcement, payroll ded, \$550.00, WY Department of Workforce Services, payroll ded, \$2,329.88, WY Retirement System, payroll ded, \$41,876.59, KONE, Inc elevator repairs, \$31,537.50, Timberline Services, final pymt retainage, \$4,681.25, Trailers Plus Casper, election suppl, \$5,848.10, Acute Care Surgery of SD, law enf medical, \$659.00 Ad Pro, annx, assr, clerk, crthse, r&b, treas suppl, \$408.43, Advanced Communications, law enf tower rent, hmlnd exp, r&b comm, \$332.90, Advanced Drug Testing, r&b equip, \$62.40, Alexis Williams, jury duty, \$70.20, Amber Green, crthse other empl, \$760.00, Andrew Dresen, jury duty, \$120.00 Angela Phillips, phlth suppl, \$257.61, API Systems Integrators, bldg/grnds maj rep, \$845.05, Architectural Specialties, LLC, arpa assist, \$8,703.21, AT&T Mobility, hmlnd sec, maint, sheriff comm, \$1,527.24, Beau T Loebbs,

jury duty, \$120.00, Black Hills Chemical & Janitorial, law enf brd of prisoner, \$1,395.39, Black Hills Energy, annx , crthse, hmlnd sec, law enf, phlth, r&b util, \$4,123.53, Bomgaars, crthse, sheriff, r&b rep/maint, \$295.16, Brenda Clarke, jury duty, \$30.00, Brian Sweet, jury duty, \$120.00, Bryan Colvard, sheriff mlg, \$523.27, Byrand Streeter, arprt cntrct wages, \$1,731.71, Calvin Hill, jury duty, \$30.00, Cambria Discount Drug, law enf jail med, \$195.01, Carmen Allison, jury duty, \$30.00, Carmen Simon, phlth, \$3.25, Casey Thorson, bldg./grnds maint, \$150.00, Chase A Loebs, jury duty, \$30.00, Christy Allen, jury duty, \$30.00, Circuit Court Cambell County, attny trial prep, \$5.00, City of Newcastle, annx, crthse, law enf, phlth, r&b, wic util, \$1,787.76, CLT Flooring & Furnishings, amrcn rescue plan act21, \$949.95, Collins Communications Inc, dist crt comm, \$110.00, Comtronix, bldg./grnds maj rep, \$120.00, Connie Hieb, jury duty, \$30.00, Crook Co Family Violence, QT2FY25, \$956.25, Culligan Water Conditioning, r&b suppl, \$28.00, Daniel Foote, jury duty, \$30.00, David S Reed, jury duty, \$120.00, DBT Transportation Services, arprt rep/maint, \$6,943.00, DeAnn Roby-Whitney, jury duty, \$51.44, Deanna Voyles, jury duty, \$49.70, Deckers Market, r&b, sheriff, ext suppl, \$60.01, Denette Price, treas mile/trvl, \$38.86, Double D, r&b rep/maint, \$431.88, Eastern Wy Equipment Co, r&b rep/maint, \$240.06, EconoSigns, r&b rep/maint, \$602.62, Eileen Vickers, jury duty, \$30.00, Election Systems & Software Inc, gen elctn suppl, \$443.16, Elizabeth Sanford, assr mlg/trvl, \$284.08, Erin Persche, ext mlg/trvl, \$127.97, Fenton Johnson, jury duty, \$30.00, First Northern Bank of Wy, law enf, crthse suppl, treas mile/trvl, \$6,254.45, Fisher Sand & Gravel, r&b gravel/rd mtrl fund, \$11,571.45, Fremont County Coroner's Office, crnr autopsy, \$1,925.00, Gillette Steel Center, r&b lmbr/clvrts, \$140.00, Godfrey Brake Service & Supply, r&b rep/maint, \$390.18, Golden West Technologies, annx, sheriff, phlth, comp software lic, \$5,466.48, Grace Coy, jury duty, \$120.00, Harry L Tavegia, jury duty, \$66.18, Humphrey Law LLC, dist crt spec attny, \$2,631.25, Indoff Incorporated, law enf suppl, \$695.25, Jace T Smith, jury duty, \$120.00, James R Grieves, jury duty, \$73.55, James S Holland, jury duty, \$70.20, Jennifer Womack, jury duty, \$120.00, Jerry Dickey, jury duty, \$30.00, Jessie Canaday, jury duty, \$30.00, Joanne Derifield, jury duty, \$120.00, Jonah Vik, jury duty, \$30.00, Joseph Shane Farella, jury duty, \$86.28, Jub Jub INC, comp sftwre, \$380.00, June Tomkinson, jury duty, \$30.00, Kandi R Meyer, jury duty, \$36.70, KASL, crthse other empl, \$160.00, Katerina Easton, jury duty, \$68.86, Kelly Stith, jury duty, \$30.00, Kone, LLC, arpa asst/elevator, \$8,349.41, Larry Napolitano, jury duty, \$40.72, Laurie Goodart, jury duty, \$200.40, Liberty Law Offices PC, dist crt spec attny, \$2,212.78, Mandy Jerry, jury duty, \$120.00, Marco Inc, annx comp sftwre, \$113.13, Marina Mcllvain, crnr invst, \$560.00, Mary Ann Romine, jury duty, \$30.00, MaryLou Soares, jury duty, \$30.00, Mathew Drake, jury duty, \$120.00, Matthew Conzelman, jury duty, \$120.00, Max Masters, gis land records, \$2,000.00, Melinda Geisness, jury duty, \$39.38, Meridian Mortuary, crnr fees/trans, \$295.00, Michael Stulken, attny mlg/trvl, \$518.58, Michelle Sweet, phlth suppl, \$487.14, Minuteman Lube Center, sheriff maint/fuel, \$660.96, Monument Health, crnr autopsy, \$500.00, Morrison Maierle, seal & coat, \$8,116.00, Nathina Lewis, jury duty, \$30.00, Newcastle Ace Hardware, arprt, crthse, r&b rep/maint, \$440.65, Newcastle Chamber of Commerce, Q2FY25, \$575.00, Newcastle Lodge & Convention Center, hmlnd exp, \$881.82, Newcastle Motors, r&b rep/maint, \$92.80, News Letter Journal, print/publ, misc suppl, \$1,131.92, Nicole Cummings, jury duty, \$120.00 OPSEC Security, treas suppl, \$225.00, Paul Grummons, jury duty, \$30.00, Peggy Johnson, jury duty, \$50.10, Plainsman, clerk misc, \$42.49, Powder River Energy Corporation, arprt, hmlnd sec, law enf, phlth, r&b, wic util, \$1,064.95, Powder River Heating & AC, resc plan act 21, \$20,150.00, Power Plan OIB, r&b rep/maint, \$2,786.76, Quinton Tacy, jury duty, \$30.00, Range, arprt, annx, clrk, dist crt, ext, hmlnd sec, law enf, phlth, r&b, wic comm, \$3,180.05, Ringer Law, dist crt spec attny, \$4,845.00, Roadrunner Disposal Service, arprt util, \$60.00, Robert Blackbird, jury duty, \$30.00, Rock Solid SST, det equip/ammo, \$412.00, Salt Creek Vet Clinic, misc noat, \$68.00, Scott Beachler, coroner mile/trvl, \$968.82, Self Storage LLC,

elctn misc, \$200.00, Servall Uniform/Linen Supply, crthse suppl, \$176.67, State of Wyoming, treas suppl, \$0.34, Stephanie Derifield, assr mlg/trvl, \$518.58, Stephanie Shirk, jury duty, \$30.00, Stephanie Martinez, attny voca funds, \$213.48, Tammy Cleverdon, treas mlg/trvl, \$38.86, Thomas Halliday, jury duty, \$30.00, Timothy Schulze, jury duty, \$30.00, Top Office Products, crthse, dist crt suppl, ext copier maint, \$669.85, Town of Upton, QT2FY25, \$2,818.75, True North Steel, r&b lmb/clsrts, \$9,303.64, TruGreen, bldg/grnds maj rep, \$284.00, ULINE, hmlnd exp, \$938.81, University of WY Extension, 4H edctr sal, \$5,833.50, Upton Ambulance, QT2FY25, \$3,750.00, Upton Chamber of Commerce, QT2FY25, \$575.00., Upton Co-op, r&b oil/gas/lube, \$17,953.41, Vicki Hayman, ext nutrition ed, \$104.52, Visionary Communications, annx comm, \$165.60, Voelker's Autobody, sheriff veh maint, \$921.69, Wayne Anderson, jury duty, \$30.00, WC Sheriffs Search & Rescue, crnr rent, \$250.00, West End Water District, gen arprt util, \$60.00, Weston County Natural Resource Dist, QT2FY25, \$1,106.25, Weston Co School Dist #7, prevention mgmt, \$9,525.16, Weston County 4-H Council, ext suppl, nutrtn ed, trng, \$438.18, Weston County Gazette, dist crt suppl, phlth, sheriff, misc print/publ, \$625.50, Weston County Human Society, QT2FY25, \$750.00, Weston County Library, QT2FY25, \$85,489.49, Weston County Road and Bridge, hmlnd exp, 1% sls tx, assr veh maint, \$4,824.41, Weston County Sheriff's Office, sheriff invst, hmlnd exp, \$41.22, Weston County SR Services, QT2FY25, 1% sls tx, \$8,290.50, Wheeler Lumber, r&b lmb/clsrts, \$2,544.00, Woody's Food Center, annx janitor suppl, law enf brd of prisoner, r&b maint, \$165.25, Wy Clerks of Dist Crt Assoc, dist crt fees, \$300.00, WY Dept of Health/Rental, phlth, \$165.00, WY Machinery Co, r&b rep/maint, oil/gas/lube, \$2,341.66, WY Network, misc financial admin, \$270.00, WY Office of Guardian AD LITEM, dist crt spec attny, \$3,525.52, WYDOT Financial Services, r&b old hwy 85 proj, \$1,465.90, WYOHELP, QT1FY25, QT2FY25, \$3,000.00, Wyoming Department of Health-Lab, phlth, \$28.00, Net Payroll, \$178,044.55

With no further business, the meeting was adjourned at 12:10 p.m.

Don Taylor  
Chairman

Attest: Becky Hadlock  
Weston County Clerk