

Office of County Commissioners  
February 21, 2023  
Gillette, Wyoming

The Campbell County Board of Commissioners met in regular session, Tuesday, February 21, 2023. Chairman Faber called the meeting to order at 9:00 AM. Pastor Ed Sisti led the Invocation and the Pledge of Allegiance.

Present were Colleen Faber, Butch Knutson, Kelley McCreery, Del Shelstad, Jim Ford, Commissioners; Cindy Lovelace, County Clerk; Denton Knapp, Executive Director Commissioners Office; Kyle Ferris, Deputy County Attorney.

The following Consent Agenda was presented:

MINUTES

Board of Commissioners Directors Workshop, February 6, 2023  
Board of Commissioners Regular Meeting, February 7, 2023

MONTHLY REPORTS

Clerk of District Court – January 2023  
Treasurer’s Office – January 2023

PAYROLL PAYMENTS

January 31, 2023; February 4, 2023

CANCELLATION/REBATE OF TAXES

2021-178, 2021-187, 2021-188, 2021-189, 2021-189

AGREEMENTS

Memorandum of Understanding between New Horizons Psychiatry and Campbell County Adult Treatment Courts (ATC) to provide psychiatric evaluations and medication management for active ATC participants.

Westwood Property Urban Farming Lease Agreement between Equality State Farms, LLC and Campbell County - Termination of Lease Agreement Effective on June 1, 2023.

CAPITAL REQUESTS

Clerk of District Court – To purchase replacement computer/tech equipment; transfer \$1,000 from 100111-68260 Capital to 100231-68220 Computer/Tech Equipment.

Parks & Recreation – To purchase replacement printer for Bell Knob kitchen; transfer \$550 from 100776-65080 Building Maintenance to 100231-68220 Computer/Tech Equipment.

CONTINGENCY FUNDS REQUESTS

Parks & Recreation

Transfer \$8,000.00 from 100013-69800 General Fund Contingency to 100772-62220 Utilities

Transfer \$2,500.00 from 100013-69800 General Fund Contingency to 100772-62220 Utilities

Transfer \$10,000.00 from 100013-69800 General Fund Contingency to 100772-62220 Utilities  
Transfer \$2,000.00 from 100013-69800 General Fund Contingency to 100772-62220 Utilities  
Transfer \$23,000.00 from 100013-69800 General Fund Contingency to 100773-62220 Utilities  
Transfer \$2,000.00 from 100013-69800 General Fund Contingency to 100773-62220 Utilities  
Transfer \$1,000.00 from 100013-69800 General Fund Contingency to 100773-62220 Utilities  
Transfer \$20,000.00 from 100013-69800 General Fund Contingency to 100772-62220 Utilities  
Transfer \$2,500.00 from 100013-69800 General Fund Contingency to 100772-62220 Utilities  
Transfer \$5,800.00 from 100013-69800 General Fund Contingency to 100772-62220 Utilities  
Transfer \$90,000.00 from 100013-69800 General Fund Contingency to 100772-62220 Utilities  
Transfer \$11,000.00 from 100013-69800 General Fund Contingency to 100772-62220 Utilities  
Transfer \$25,000.00 from 170013-69000 1% Contingency to 100775-64000 Supplies.

#### FUNDING APPLICATIONS

Adult Treatment Courts – Submission of the City of Gillette Optional 1% Funding Request Application, in the amount of \$15,000 for Fiscal Year 2023-2024.

#### LINE ITEM TRANSFERS

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Parks & Recreation – To purchase replacement printer for Bell Knob kitchen; transfer \$550 from 100776-65080 Building Maintenance to 100231-68220 Computer/Tech Equipment.

#### OFFICIAL BOND AND OATH

Campbell County Assessor – Troy Clements  
Campbell County Attorney – Public Official Bond – Nathan Henkes  
Campbell County Clerk – Public Official Bond – Cindy Lovelace  
Campbell County Clerk of District Court – Public Official Bond – Pamela Merchen  
Campbell County Commissioner – Public Official Bond – Jim Ford  
Campbell County Commissioner – Public Official Bond – Roy “Butch” Knutson  
Campbell County Commissioner – Public Official Bond – Patrick Kelley McCreery  
Campbell County Coroner – Public Official Bond – Paul Wallem

#### POSITION VACANCY JUSTIFICATIONS

Children's Developmental Services - Executive Director  
Children's Developmental Services - Instructional Assistant  
Public Works - Custodian I  
Sheriff's Office - Detention Corporal

HAND WARRANTS

Campco Federal Credit Union	\$150.00
Circuit Court of Campbell County	\$16.98
Campbell County Treasurer – FLX/HAS	\$43,768.05
Great West Trust Company	\$28,460.00
Sheridan County Circuit Court	\$316.10
Wyoming Child Support	\$1320.13
Campbell County Treasurer	\$293,551.23

Commissioner Shelstad moved the Board approve all items of the Consent Agenda as presented. Commissioner Ford seconded the motion. All voted Aye. Motion carried.

Commissioner McCreery presented the Commissioners upcoming calendar of events.

Denton Knapp presented the Veterans update.

Commissioner Ford moved the Board approve for Children’s Developmental Services to use the remaining DFS ARPA funds in Fiscal Year 2023 and approve the Budget Line Item Transfer of \$34,033.13 from 310311-46150 Unanticipated Grant Funds to 310705-67040 CDS Federal Operating Grant Fund, as presented. Commissioner Shelstad seconded the motion. All voted Aye. Motion carried.

Commissioner Shelstad moved the Board award the structural steel package to Egger Steel for the bridge on the Bishop Road Project, in the amount of \$1,018,000 plus applicable taxes with a delivery date of July 15, 2023, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion carried.

Commissioner Knutson the Board approve the agreement between CGI Communications, Inc., dba CGI Digital, and Campbell County for the preparation, production, and marketing of the County Video Program, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion carried.

Commissioner Shelstad moved the Board approve Resolution Number 3040 for the appointment of Joseph Baron, Crook County Attorney, in and for Crook County, Wyoming, or other designee of the Crook County Attorney’s Office, to represent Campbell County and to make, in their sole discretion, a proper disposition of any potential criminal matters in Case Number: Highway Patrol #23-2179, which the Campbell County Attorney’s Office has a conflict of interest. Commissioner Ford seconded the motion. All voted Aye. Motion carried.

Commissioner McCreery moved the Board approve the Compensation Package for Fiscal Year 2023-2024, as recommended by the Campbell County Compensation Committee. Commissioner Knutson seconded the motion. All voted Aye. Motion carried.

Public Comment was given.

There being no further business to come before the Board of Commissioners, the meeting was adjourned at 10:19 AM. The next regular meeting of the Commissioners will be held Tuesday, March 7, 2023, at 9:00 AM in the Commissioners Chambers in the Courthouse.



Cindy Lovelace, County Clerk  
Board of County Commissioners



Colleen Faber, Chairman  
Board of County Commissioners

In accordance with W.S. 18-3-516(f) the required County Notices of Publication are available on the County's Website at: [www.campbellcountyny.gov](http://www.campbellcountyny.gov)