

Office of County Commissioners

May 16, 2023

Gillette, Wyoming

The Campbell County Board of Commissioners met in regular session, Tuesday, May 16, 2023. Chairman Faber called the meeting to order at 9:00 AM. Pastor Phil Jones led the Invocation and the Pledge of Allegiance.

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

The following Consent Agenda was presented:

MINUTES

Board of Commissioners Directors Workshop, May 1, 2023

Board of Commissioners Regular Meeting, May 2, 2023

Board of Commissioners Special Meeting – Joint Powers Budgets, May 4, 2023

MONTHLY REPORTS

Clerk of District Court – April 2023

County Clerk – April 2023

Sheriff's Office – April 2023

Treasurer's Office – April 2023

AGREEMENTS

Amendment Two to the Memorandum of Understanding between Campbell County, City of Gillette, and Campbell County Public Land Board regarding the allocation of costs amongst parties associated with the International Pathfinder Camporee events.

Cooperative Agreement between Navajo Transitional Energy Company (NTEC) and Campbell County to establish responsibilities and funding to construct and reconstruct the Campbell County Road named T-7.

APPOINTMENT OF COUNTY FIRE WARDEN

Pursuant to Wyoming State Statute §35-9-401, the Campbell County Board of Commissioners ratify the appointment of J.R. Fox as the Fire Warden for Campbell County, as recommended by Campbell County Fire Department Chief Jeff Bender and Campbell County Joint Powers Fire Board.

CHANGE IN POSITION ALLOCATION REQUESTS

Sheriff's Office – Requesting to change two part-time positions to one full-time (40 hours/week) position.

LINE-ITEM TRANSFERS

Assessor

Transfer \$2,465.10 from 100041-62000 Postage & Freight to 100041-62720 Software Cost

Fair

Transfer \$250.00 from 100731-62200 Assn, Fees, and Licensure to 100731-62020

Communications/Network

Transfer \$3,945.69 from 100731-63000 Buildings/Office/Lease/Rent to 100731-64000 Supplies

Transfer \$2,000.00 from 100731-62450 EE Dev Meet Trav Meal Lodg to 100731-62260

Professional Services

Transfer \$6,000.00 from 100731-62450 EE Dev Meet Trav Meal Lodge to 100731-63420 Special Event/Program Cost

Parks & Recreation

Transfer \$1,500.00 from 100775-62260 Professional Services-Admin to 100775-63420 Special Event/Program Cost-Adult Pickleball

Road & Bridge

Transfer \$2,000.00 from 100141-64200 Diesel Fuel to 100141-65180 Tires

Sheriff

Transfer \$5,000.00 from 100052-64650 Food Service to 100052-62600 Employment Test & Background

Transfer \$20,000.00 from 100052-64650 Food Service to 100051-65000 Vehicle/Equip Repair/Maint

Transfer \$1,000.00 from 100052-64650 Food Service to 100051-62260 Professional Services

POSITION VACANCY JUSTIFICATIONS

Public Works/Landfill – Equipment Operator

Sheriff's Office – Administrative Assistant (Assigned to 24/7 Program)

Sheriff's Office – Custodian I

SOCIAL MEDIA REQUESTS

Extension Office – Makala Riley, 4-H Educator

HAND WARRANTS

CCEBTA – Health/Dental/Aflac	\$755,370.77
Delta Dental of Wyoming	\$1,717.60
Gallagher Benefit Services (Reliance)	\$19,880.95
VSP of Wyoming	\$7,920.86
Campco Federal Credit Union	\$150.00
Campbell County Clerk – Tax Account	\$294,906.32
Campbell County Treasurer	\$43,242.55
Great West Trust Company	\$28,730.00
Wyoming Child Support	\$807.83
Black Hills Energy	\$16,091.62

K2 Scientific, LLC	\$9,140.46
First National Bank – Visa	\$301.00

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 Ford presented the Commissioners Calendar of Events.

- May 17<sup>th</sup> – Peace Officers Memorial Service | Noon | Sheriff’s Office
- May 22<sup>nd</sup> – Parks & Recreation Board Quarterly Meeting | 4:00 PM | Rec Center
- May 23<sup>rd</sup>-25<sup>th</sup> WCCA Spring Meeting | Douglas, WY
- May 29<sup>th</sup> – Memorial Day – Courthouse Closed
- May 30<sup>th</sup> – Veterans Breakfast | 8:00 AM | Senior Center
- May 31<sup>st</sup> – BLM Public Meeting for the draft supplemental Environmental Impact Statement (EIS) and potential amendment to the 2015 Buffalo Resource Management Plan (RMP) | 5:00-7:00 PM | GAMB-Cottonwood Room
- June 5<sup>th</sup> – Budget Review for Special Districts | 9:00 AM | Chambers
- June 5<sup>th</sup> – Elected Officials Lunch | Noon | Chambers
- June 5<sup>th</sup> – Directors Meeting | 1:30 PM | Chambers
- June 6<sup>th</sup> – 8:00 AM Board Briefing | 9:00 AM Regular Meeting | Chambers
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Denton Knapp provided the Veterans Update.

Commissioner Ford moved the Board approve Resolution Number 3048 proclaiming May 2023 as “Mental Health Awareness Month,” as presented. Commissioner Shelstad seconded the motion. All voted Aye. Motion carried.

Commissioner McCreery moved the Board approve to waive the Landfill Tipping Fees for the 2023 National High School Finals Rodeo on, as presented. Commissioner Ford seconded the motion. All voted Aye. Motion carried.

Commissioner Ford moved the Board approve the agreement between the Wyoming Department of Health, Behavioral Health Division and Board of Campbell County Commissioners for the Campbell County Juvenile and Family Drug Court to provide Court Supervised Treatment (CST) program services in the amount of \$135,635.48 with a local required match of \$31,556 for the period of July 1, 2023, to June 30, 2024, as presented. Commissioner Shelstad seconded the motion. All voted Aye. Motion carried.

Commissioner Shelstad moved the Board approve the submission of the Early Head Start Continuation Grant Application for the Children’s Developmental Services, in the amount of \$394,000 with a local required match of \$98,500, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion carried.

Commissioner Knutson moved the Board approve the submission of the Early Head Start Cost of Living and Quality Improvement for the Children’s Developmental Services, in the amount of \$36,684, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion carried.

Commissioner Ford moved the Board approve the submission of the Community Services Block Grant (CSBG) FY2024 Application, in the amount of \$235,081, contingent upon approval of the CARE BOARD, as presented. Commissioner Shelstad seconded the motion. All voted Aye. Motion carried.

Commissioner Shelstad moved the Board award the Airport Terminal Generators Project to Scott Brothers Electric, Inc., in the amount of \$713,549.90, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion carried.

Commissioner McCreery moved the Board approve the District Support Grant Application for Bennor Estates Improvement and Service District in the amount of \$8,004.88 from Optional One Percent Sales Tax fund for gravel, blading, and dust control on district roads, as presented. Commissioner Knutson seconded the motion. All voted Aye. Motion carried.

Commissioner Knutson moved the Board approve the District Support Grant Application for Rocky Point Improvement and Service District in the amount of \$805.20 from Optional One Percent Sales Tax fund for additional crushed asphalt, as presented. Commissioner Shelstad seconded the motion. All voted Aye. Motion carried.

Commissioner Shelstad moved the Board approve the District Support Grant Application for Rustic Hills Improvement and Service District in the amount of \$8,800.00 from Optional One Percent Sales Tax fund for road blading, W base gravel, and dust control on main roads, as presented. Commissioner Ford seconded the motion. All voted Aye. Motion carried.

Commissioner Ford moved the Board approve the District Support Grant Application for Stone Gate Estates Improvement and Service District in the amount of \$16,271.25 from Optional One Percent Sales Tax fund for blading, Mag chloride, and limestone road base, as presented. Commissioner Shelstad seconded the motion. All voted Aye. Motion carried.

Commissioner Ford moved the Board approve the Contract for Construction Manager at Risk (CMAR) Services between Van Ewing Construction, Inc. and Campbell County to provide CMAR services for the bidding and construction of the Courthouse Remodel Project, in the amount of \$2,500, as presented. Commissioner Shelstad seconded the motion. All voted Aye. Motion carried.

Commissioner Shelstad moved the Board approve the EMPG-ARPA Grant Award Agreement between Wyoming Homeland Security and Campbell County for the purchase of a remote control system for the public warning siren, in the amount of \$15,000 with a local match of \$15,000 for the period of October 1, 2020, to March 30, 2024, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion carried.

Commissioner Shelstad moved the Board approve the Sole Source Request for Emergency Management to purchase a CentrAlert C-DAC control system to activate Campbell County's emergency warning notification system, in the amount of \$27,005, as presented. Commissioner Ford seconded the motion. All voted Aye. Motion carried.

David Hintz from the National Weather Service Recognized Campbell County as a StormReady County.

Public Comment was given.

Commissioners Final Comments were given.

There being no further business to come before the Board of Commissioners, the regular meeting was adjourned at 10:48 AM. The next regular meeting of the Commissioners will be held Tuesday, June 6, 2023, at 9:00 AM in the Commissioners Chambers in the Courthouse.



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Cindy Lovelace, County Clerk  
Board of County Commissioners



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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.campbellcountyyw.gov](http://www.campbellcountyyw.gov)