

Office of County Commissioners
June 21, 2022
Gillette, Wyoming

The Campbell County Board of Commissioners met in regular session, Tuesday, June 21, 2022. Chairman Shelstad called the meeting to order at 9:00 AM. Pastor Judith England led in prayer and Chairman Shelstad led the Pledge of Allegiance.

Present were Del Shelstad, Rusty Bell, Bob Maul, Don Hamm, Commissioners; Kendra Anderson, Deputy County Clerk; Denton Knapp, Commissioners Administrative Director and Mitch Damsky, County Attorney. Commissioner Colleen Faber was present telephonically.

The following consent agenda was presented:

MINUTES

Board of Commissioners Directors Workshop, June 6, 2022

Board of Commissioners Regular Meeting, June 7, 2022

MONTHLY REPORTS

Clerk of District Court – May 2022

Sheriff's Office – May 2022

Sheriff's Office, Detention – May 2022

Treasurer's Office – May 2022

PAYROLL PAYMENTS

May 28, 2022

BUDGET REQUESTS TRANSFER

CLIMB Wyoming – Transfer \$750.00 from Tuition to Salary

CREDIT CARD REQUEST

Commissioners Office – Denton Knapp, Executive Director of Administration,
Credit Limit \$5,000

LINE ITEM TRANSFERS

Adult Treatment Courts - Transfer \$150.00 from 40210.6145.10 Quality of Life to 40210.6053 Telephone

Airport - Transfer \$26.00 from 751.6053 telephone to 751.6093 Publication/Legal Notice; transfer \$360.00 from 751.6281 Automobile to 751.6114 Propane, Natural Gas; transfer \$226.00 from 751.6282 from Airplane, train, Bus to 751.6114 Propane, Natural Gas; transfer \$736.00 from 751.6323 Water and Sewer Engineer to 751.6114 Propane, Natural Gas; transfer \$146.00 from 751.6517.1 tuition and Fees to 751.6114 Propane, Natural Gas; transfer \$100.00 from 751.6517.2 Staff Development to 751.6114 Propane, Natural Gas; transfer \$570.00 from 751.6517.3 Conference/Seminar/Wrk to 751.6114 Propane, Natural Gas; transfer \$600.00 from 751.6553 Uniforms to 751.6114 Propane, Natural Gas; transfer \$1,000.00 from 751.6752 tires and Chains to 751.6114 Propane, Natural Gas; transfer \$300.00 from 751.6760 Lighting Maintenance to 751.6114 Propane, Natural Gas; transfer \$271.00 from 751.6763 Radio Equipment to 751.6114 Propane, Natural Gas; transfer \$395.00 from 751.6777.3 Hangar Maintenance to 751.6777.6 General Aviation Bldg; transfer \$15.00 from 751.6777 Terminal Maintenance to 751.6777.6 General Aviation Bldg; transfer \$381.24 from 751.6719 Property Taxes to 751.6052 Postage and Freight

Assessor - Transfer \$1,500.00 from 041.6022 Full Time – Regular to 041.6283 Meals & Lodging; transfer \$1,000.00 from 041.6022 Full Time – Regular to 041.6531 General Supplies; transfer \$1,500.00 from 041.6022 Full Time – Regular to 041.6145 Consulting-General

Children's Development Services - Transfer \$72.00 from 704.6052 Postage and Freight to 704.6102 Assoc. Comm. Dues and Fees; transfer \$321.01 from 704.6181.02 Other Parent Services/Child Care to 704.6102 Associate Dues; transfer \$683.67 from 702.6762.4 Kitchen Maintenance and 702.6690 Kitchen Supplies; transfer \$550.00 from 704.6181.02 Other Parent Services/Child Care to 704.6111 Utilities; transfer \$544.44 from 701.7214 technology/Phone/Pro Care Software to 701.6102 Collection Agency; transfer \$396.94 from 703.6093.01 Recruitment Relocation to 703.6554 School Supplies; transfer \$22.50 from 702.6072 Handbooks, Printing to 702.6381 Background Check; transfer \$71.72 from 701.6111 Electricity, Water, & Sewer to 701.6114 Propane & Natural Gas

Clerk - Transfer \$2,000.00 from 023.6052 Postage and Freight to 023.6234 Office Equip. Maint Contract; transfer \$1,000.00 from 023.6283 Meals and Lodging to 023.6531 General Supplies; transfer \$700.00 from 021.6283 Meals and Lodging to 021.6101 Periodicals; transfer \$300.00 from 021.6283 Meals and Lodging to 021.6281 Automobile

Extension - Transfer \$250.59 from 101.6762.3 Repairs Vehicle Maint. to 102.6319 University of Wyoming; transfer \$200.00 from 101.6281 Automobile to 102.6349 University of Wyoming; transfer \$866.41 from 101.6531 Supplies to 102.6349 University of Wyoming

Library - Transfer \$2,500.00 from 713.6112 Electricity to 713.6114 Propane, Natural Gas; transfer \$90.00 from 714.6115 Water & Sewer to 714.6053 telephone; transfer \$250 from 714.6112 Electricity to 714.6114 Propane, Natural Gas

Parks and Recreation - Transfer \$3,900.00 from 7710.6704 Pesticides to 7710.6703 Seed and Sod; transfer \$1,000.00 from 7710.6777 Building Maintenance to 7710.6703 Seed and Sod; transfer \$1,000.00 from 7710.6770 Ground Maintenance to 7710.6703 Seed and Sod; transfer \$800.00 from 7710.7362 Special Events to 7710.6703 Seed and Sod; transfer \$100.00 from 7710.6690 Shop Supplies to 7710.6970 Port-A-John; transfer \$1,690.00 from 7705.6321 Contract Labor to 7705.6686 Pool Supplies; transfer \$3,150.00 from 7705.6777 Building Maintenance to 7705.6686 Pool Supplies; transfer \$1,000.00 from 7705.6767 General Equipment to 7705.6686 Pool Supplies ; transfer \$455.00 from 7705.7354.29 Road Races to 7705.6686 Pool Supplies ; transfer \$675.00 from 7705.7354.05 Softball to 7705.6686 Pool Supplies ; transfer \$48.00 from 7705.6024.438 Climbing Instructor to 7705.6025 Part time – O.T.; transfer \$2,922.00 from 7705.6024.303 Pool Staff Instructor to 7705.6024.420 Basketball Adult; transfer \$1,500.00 from 7710.6024.313 Club House Outside Service to 7710.6025 Part time – O.T.; transfer \$4,050.00 from 7710.6020 Full time – Regular to 7710.6102 Assoc,Dues,Fees; transfer \$150.00 from 7710.6020 Full time – Regular to 7710.6166 Professional Fees; transfer \$1,500.00 from 7710.6020 Full time – Regular to 7710.6673 Gasoline; transfer \$900.00 from 7710.6020 Full time – Regular to 7710.6674 Diesel; transfer \$12,000.00 from 7710-6020 Full time to 7710.6112 Electricity ; transfer \$4,300.00 from 7710-6020 Full time to 7710.6114 Propane, Natural Gas; transfer \$1,900.00 from 7710.6020 Full time to 7710.6115 Water, Sewer; transfer \$436.00 from

7702.6024.322 I.A. Custodial to 7702.6024.310 I.A. Facility Monitor; transfer \$141.00 from 7702.6024.322 I.A. Custodial to 7702.6024.311 Skate Instructor; transfer \$29.00 from 7704.6517.5 Meals & Lodging to 7702.6517.5 Meals & Lodging ; transfer \$7,100.00 from 7704.7362.01 Festival of Lights to 7704.6673 Gasoline; transfer \$3,490.00 from 7704.6111 Electric/Water/Sewer to 7702.6111 Electric/Water/Sewer; transfer \$1,710.00 from 7704.6114 Propane/Natural Gas to 7702.6114 Propane/Natural Gas; transfer \$900.00 from 7708.6777 Building Maint. to 7702.6767 General Equipment; transfer \$1,000.00 from 7708.6111 Electric/Water/Sewer to 7708.6114 Propane/Natural Gas

Public Works - Transfer \$12,000.00 from 083.7271.16 Replace Sump Pit Pumps to 083.7271.16 Annual Shut Down; transfer \$3,377.60 from 020.7085 District Support Grants to 020.7085.39 Overbrook I&S; transfer \$300.00 from 481.6517.4 travel and transportation to 481.6553 Clothing

Road & Bridge - Transfer \$3,000.00 from 141.6111 Electric to 141.6114 Natural Gas

Treasurer - Transfer \$630.00 from 031.6767 General Equipment to 031.6531 General Supplies; transfer \$500.00 from 031.6517.4 Travel & Transportation to 031.6281 Automobile

POSITION VACANCY JUSTIFICATIONS

Children’s Developmental Services – Instructional Assistant

Library – Librarian - Tech Service

Parks & Recreation Bell Knob - Mechanic

Road & Bridge – Equipment Operator

Treasurer’s Office – Deputy County Treasurer I

STATE ELECTRICIAN LICENSE RENEWAL

Jeffery Holder – Master Electrician

HAND WARRANTS:

WAG – Division of Criminal Investigation	\$45.00
Campco Federal Credit Union	226.01
Campbell County Clerk Tax Account	278,720.94
Campbell County Treasurer – FLX/HSA	40,977.61
Circuit Court of Campbell County	68.75
Sheridan County Circuit Court	292.80
Great West Trust Company	27,790.00
Wyoming Child Support	1,497.36

Commissioner Bell moved to approve all items of the Consent Agenda as presented.

Commissioner Hamm seconded the motion. All Voted-Aye. Carried.

Commissioner Bell presented the Commissioners upcoming calendar of events.

Commissioner Bell moved to approve the Cooperative Agreement for Responsibilities between the Department of Family Services, Child Support Program and Campbell County Clerk of District Court to utilize the Parental Obligation System for Support Enforcement (POSSE) to receive and distribute child support payments, for the period July 1, 2022 to June 30, 2024, as presented. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

Commissioner Maul moved to approve the Contract between the Wyoming Department of Health, Behavioral Health Division and Campbell County Children's Developmental Services to provide early intervention to children ages birth through two years and their families in the amount of \$725,220.84 for the period of July 1, 2022 to June 30, 2023, as presented. Commissioner Hamm seconded the motion. All Voted-Aye. Carried.

Commissioner Bell moved to approve the Contract between the Wyoming Department of Health, Behavioral Health Division and Campbell County Children's Developmental Services to provide early intervention to children ages three through five years with disabilities in the amount of \$1,821,661.44 for the period July 1, 2022 to June 30, 2023, as presented. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

Commissioner Hamm moved to approve the Memorandum of Understanding between the University of Wyoming and Campbell County to provide Extension Services in Campbell County for the period of July 1, 2022 to June 30, 2026, as presented. Commissioner Faber seconded the motion. All Voted-Aye. Carried.

Commissioner Maul moved to approve the Contract between the Wyoming Department of Health, Public Health, Public Health Division and Campbell County to develop Public Health Preparedness and Response capabilities in the amount not to exceed \$100,000 for the period of July 1, 2022 to June 30, 2023, as presented. Commissioner Bell seconded the motion. All Voted-Aye. Carried.

Commissioner Bell moved to approve Amendment One to the Memorandum of Understanding between the Wyoming Department of Transportation and Campbell County to acknowledge the impacts COVID-19 has levied on travel demand and extend the term by three years with an expiration date of June 30, 2025, as presented. Commissioner Hamm seconded the motion. All Voted-Aye. Carried.

Commissioner Maul moved to approve to reclassify the following positions to Exempt status effective July 10, 2022: Ice Arena Supervisor, Golf Course Supervisor, Correctional Health Nurse, Maintenance Supervisor, Custodial Supervisor, and Office Manager. Commissioner Hamm seconded the motion. All Voted-Aye. Carried.

Commissioner Bell moved to approve to dissolve the Personnel Committee and allow the Human Resources Department to manage the classification, pointing and exemption qualifications of all positions for Campbell County; and update Personnel Guidelines 301 and 303 to reflect this change, as presented. Commissioner Maul seconded the motion. Commissioner Faber –Nay. Commissioner Maul – Nay. Commissioner Bell – Aye. Chairman Shelstad – Nay. Commissioner Hamm – Nay. Failed.

Commissioner Bell moved to approve the Final Plat, Covenants, and Disclosure Statement for the Saddle Ridge Subdivision, Case Number 22.03.COSP, submitted by Saddle Ridge Holdings LLC, as presented. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

Commissioner Bell moved to set a Public Hearing on July 6, 2022 at 10:15 AM to allow for verbal comments and to present the final order for the alteration and vacation of portions of Bishop Road and the creation of Caballo Court, as presented. Commissioner Faber seconded the motion. All Voted-Aye. Carried.

Commissioner Maul moved to approve the Memorandum of Understanding among the Boards of County Commissioners of the State of Wyoming regarding the Congressional Tour Initiative, as presented. Commissioner Hamm seconded the motion. All Voted-Aye. Carried.

Commissioner Bell moved to approve the amendments to the proposed budget for Fiscal Year 2022-2023, as presented. Commissioner Hamm seconded the motion. All Voted-Aye. Carried.

Budget Amendments
Fiscal Year 2022-2023

	Fund	Type	Acct#	\$Amount	Description
Increase	General Fund	Expense	100013.67310	41,850.	Local Cap Grant (EDA)
Increase	General Fund	Cash Carryover	1000.46160	41,850.	Cash Carryover
Increase	General Fund	Expense	100231.68220	1,200.	Computer Equipment
Decrease	General Fund	Expense	100411.68200	1,200.	Capital Equipment
Increase	General Fund	Revenue	100779.43820	40,000.	City Pool MOU
Decrease	General Fund	Cash Carryover	1000.46160	40,000.	Cash Carryover
Increase	General Fund	Revenue	100701.various	688,270.	Combine Cost Centers
Decrease	General Fund	Revenue	100702.various	613,270.	Combine Cost Centers
Decrease	General Fund	Revenue	100703.various	140,000.	Combine Cost Centers
Increase	General Fund	Expense	100701.various	2,763,008.	Combine Cost Centers
Decrease	General Fund	Expense	100702.various	1,378,631.	Combine Cost Centers
Decrease	General Fund	Expense	100703.various	1,390,299.	Combine Cost Centers
Decrease	General Fund	Expense	100704.various	84,851.	Combine Cost Centers
Decrease	General Fund	Cash Carryover	1000.46160	90,773.	Cash Carryover
Decrease	General Fund	Expense	100084.68120	150,000.	Condensing Tower Maint.
Increase	General Fund	Expense	100084.68160	73,000.	Maintain Well Pumps
Increase	General Fund	Expense	100084.68160	50,000.	Bicentennial Infield Mix
Decrease	General Fund	Cash Carryover	1000.46160	27,000.	Cash Carryover
Increase	Grant Fund	Expense	310311.67010	86,664.	Federal Marketing Grant
Increase	Grant Fund	Revenue	310311.42400	86,664.	Federal Marketing Grant
Decrease	Grant Fund	Expense	310311.67400	86,664.	Unanticipated Grant
Decrease	Grant Fund	Revenue	310311.42840	86,664.	Unanticipated Grant
Increase	Grant Fund	Expense	310703.various	65,000.	CCSD Pass-Through
Increase	Grant Fund	Revenue	310703.42460	65,000.	CCSD Pass-Through
Increase	Fleet Fund	Expense	120121.68210	10,000.	Vehicle Replacement
Increase	Fleet Fund	Cash Carryover	120121.46160	10,000.	Cash Carryover
Increase	1% Fund	Expense	170711.66955	9,150.	Wright Branch 1% Funding
Increase	1% Fund	Cash Carryover	170711.46160	9,150.	Wright Branch 1% Funding

Commissioner Bell moved approve Resolution #3021 for the adoption of the Fiscal Year 2022-2023 County Budget, pursuant to Wyoming Statute 16-4-111(a), as presented. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

ADOPTION OF COUNTY BUDGET FOR FISCAL YEAR 2022-2023
RESOLUTION NO. 3021

WHEREAS, a summary of the proposed budget for Fiscal Year 2022-2023 was entered into the minutes of the Board of County Commissioners on June 7, 2022 and was published in the Gillette News Record on June 14, 2022 pursuant to W.S. §16-4-109(a); and

WHEREAS, the Board of County Commissioners held a public hearing on the proposed budget on June 20, 2022 commencing at 6:00 p.m.; and

WHEREAS, it appears all requirements have been met for adoption of the fiscal year budget and the Fiscal Year 2022-2023 is in order for adoption.

NOW, THEREFORE, BE IT RESOLVED that pursuant to W.S. §16-4-111(a), the Fiscal Year 2022-23 budget for Campbell County is adopted and the following appropriations are made:

Elected Offices

County Assessor	\$ 1,270,353
County Attorney	\$ 3,054,130
County Clerk	\$ 3,015,932
County Clerk of District Court	\$ 1,727,704
County Commissioners	\$ 6,920,678
County Coroner	\$ 287,011
County Sheriff	\$ 19,399,195
County Treasurer	\$ 1,597,017

Departments & Appointed Boards

Adult Treatment Courts	\$ 338,111
Airport Board	\$ 535,556
Children's Developmental Services	\$ 3,056,705
Cooperative Extension Service	\$ 422,377
Emergency Management	\$ 230,177
Fair Board	\$ 557,037
Fleet	\$ 142,889
Human Resources	\$ 2,790,923
Information Technology	\$ 2,743,803
Juvenile Probation	\$ 1,323,138
Library Board	\$ 3,802,392
Museum Board	\$ 516,001
Parks & Recreation Board	\$ 6,319,509
Public Health Board	\$ 2,228,357
Public Works	\$ 3,295,086
Road & Bridge	\$ 7,056,832

Joint Powers Boards

Fire Board (including 1% & Construction)	\$ 4,412,236
Public Land Board (CAM-PLEX)	\$ 4,758,849

General

Capital Construction	\$ 18,293,027
Capital Outlay	\$ 890,829

E-911 Equipment Fund	\$ 357,000
Optional Sales Tax (1%)	\$ 10,969,009
Grants	\$ 19,720,660
Payment in Lieu of Taxes (PILT)	\$ 1,200,000
Vehicle Replacement Fund	\$ 1,973,478
Campus Maintenance	\$ 30,000
Recreation Center Maintenance Reserve	\$ 150,000
County Building Maintenance	\$ 3,618,385
Technical Education Center Maintenance Reserve	\$ 30,000
Gaming Funds	\$ <u>0</u>
TOTAL BUDGET	\$139,034,386

Severability: If any provision of this resolution is held or deemed inoperative or unenforceable, the same shall not affect any other provision or directive which can be independently construed.

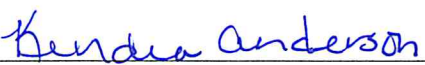
ADOPTED this 21st day of June 2022.

Chairman Shelstad left the meeting at 10:35 AM.

Todd Yeager, with the BLM, presented information on a land exchange.

No public comment was provided.

There being no further business to come before the Board of Commissioners, the meeting was adjourned at 11:00 AM. The next regular meeting of the Commissioners will be held Wednesday, July 6, 2022, at 9:00 AM in the Commissioners Chambers in the Courthouse.


 Kendra Anderson, Deputy County Clerk
 Board of County Commissioners


 Del Shelstad, 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.ccgov.net