

Office of County Commissioners  
July 18, 2023  
Gillette, Wyoming

The Campbell County Board of Commissioners met in regular session, Tuesday, July 18, 2023. Chairman Faber called the meeting to order at 9:00 AM. Pastor Caleb Nelson 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.

The following Consent Agenda was presented:

MINUTES

Board of Commissioners Regular Meeting, July 5, 2023

MONTHLY REPORTS

Clerk of District Court – June 2023

County Clerk – June 2023

Sheriff's Office – June 2023

Worker's Comp – 2<sup>nd</sup> Quarter 2023

941 Tax Report – 2<sup>nd</sup> Quarter 2023

AGREEMENTS

Amendment One to the Contract between Wyoming Department of Family Services and Campbell County regarding the Community Juvenile Services Board to amend the responsibilities of Campbell County.

LINE ITEM TRANSFERS – FY2022-2023

Airport

Transfer \$200.00 from 100751-62450 EE Dev Meet Air Meal Lodg to 100751-62020  
Communication/Network Expense

Transfer \$600.00 from 100751-62450 EE Dev Meet Air Meal Lodg to 100751-62180  
Media/Subscription/Periodical

Transfer \$20,000.00 from 100751-62220 Utilities to 100751-64200 Diesel

Transfer \$1,400.00 from 100751-62080 Public Relations and Promotions to 100751-62100  
Publications and Legal Notices

Transfer \$1,100.00 from 100751-62720 Software Fees to 100751-62100 Publications and Legal  
Notices

Transfer \$33,280.00 from 310311-46150 Unanticipated Grants Revenue-Project  
311GS23UNAN-AIRPORT to

310751-42740 State Cap Pub Works-Project 751GS2311A-PROFSERV

Transfer \$33,280.00 from 310311-67400 Unanticipated Grants Expense-Project  
311GS23UNAN-AIRPORT to

310751-67280 State Cap Grant Pub Works-Project 751GS2311A-PROFSERV

#### Children's Developmental Services

Transfer \$1,484.15 from 310703-60200 Special Ed Part Time – Regular to 310703-60005 Special Ed Full Time – Regular

Transfer \$7.24 from 310704-60100 EHS Full Time – OT to 310704-60200 EHS Part Time – Regular

Transfer \$184.79 from 310704-61000 EHS FICA/Medicare to 310704-60200 EHS Part Time – Regular

Transfer \$1,851.01 from 310704-61400 EHS Retirement to 310704-60200 EHS Part Time – Regular

Transfer \$1,516.38 from 310704-61400 EHS Retirement to 310704-61100 EHS Workers Comp

Transfer \$3,101.00 from 100701-62450 Gen Admin EE Dev Meet Trav Meal Lodg to 100701-62220 Gen Admin Utilities

Transfer \$27,601.83 from 100701-60005 Gen Admin Full Time – Regular to 100701-61500 Gen Admin Insurance Benefits

Transfer \$26,150.96 from 100701-60200 Gen Admin Part Time – Regular to 100701-61500 Gen Admin Insurance Benefits

Transfer \$0.95 from 310703-60100 Special Ed Full Time – OT to 310703-60005 Special Ed Full Time Regular

#### Commissioners

Transfer \$119.40 from 100011-62450 EE Dev Meet Trav Meal Lodg to 100011-64200 Diesel

Transfer \$3,500.00 from 100012-62180 Media/Subscriptions/Periodical to 100012-60100 Full Time – OT

Transfer \$2,400.00 from 100012-62760 Office Equip Main Contracts to 100012-60100 Full Time – OT

Transfer \$4,371.00 from 100011-62450 EE Dev Meet Trav Meal Lodg to 100012-60100 Full Time – OT

Transfer \$1,000.00 from 100012-64000 Supplies to 100012-62720 Software Cost

Transfer \$366.10 from 100012-62220 Assn Dues, Fees, and Licensure to 100012-62720 Software Cost

Transfer \$1,220.75 from 100013-62260 Professional Services to 100013-63440 Miscellaneous Expense

Transfer \$0.92 from 100011-62450 EE Dev Meet Trav Meal Lodg to 100012-60100 Full Time - OT

#### Emergency Management

Transfer \$649.75 from 100411-62450 EE Dev Meet Trav Meal Lodg to 100411-60100 Full Time – OT

#### Extension Office

Transfer \$71.00 from 100102-63420 Program Support to 100101-62000 Postage

Transfer \$351.00 from 100101-62760 Copier Maintenance to 100101-62000 Postage

Transfer \$50.00 from 100101-64000 Office Supplies to 100101-62000 Postage

Transfer \$97.00 from 100104-64150 Gasoline to 100101-64150 Gasoline

Transfer \$1,104.35 from 100101-60100 Full Time – OT to 100101-60005 Full Time – Regular

Transfer \$3,025.85 from 100101-60200 Part Time – Regular to 100101-60005 Full Time – Regular

Transfer \$18.00 from 100101-60200 Part Time – Regular to 100101-60700 Part Time – OT  
Transfer \$112.30 from 100101-60200 Part Time – Regular to 100101-61400 Retirement  
Transfer \$905.24 from 100101-60200 Part Time – Regular to 100101-61500 Insurance Benefits  
Transfer \$535.00 from 100104.60100 Full Time – OT to 100104-60005 Full Time – Regular  
Transfer \$213.90 from 100104.61000 FICA/Medicare to 100104-60005 Full Time – Regular  
Transfer \$297.44 from 100101-60200 Part Time – Regular to 100104-60005 Full Time –  
Regular  
Transfer \$94.40 from 100101-61000 FICA/Medicare to 100104-61400 Retirement  
Transfer \$170.09 from 100101-61000 FICA/Medicare to 100104-61500 Insurance Benefits

#### Fair

Transfer \$125.00 from 100731-64100 Clothing/Uniform to 700731-64000 Supplies

#### Juvenile & Family Drug Court

Transfer \$100.00 from 310452-67220 Substance Abuse TX-Project 452GS23CST-  
SUBABTREAT-JFDC to Project 452GS23CST-GRADINCENT Graduation/Incentives

#### Museum

Transfer \$4,185.94 from 100721-60005 Full Time – Regular to 100721-60100 Full Time – OT

#### Library

Transfer \$3,838.00 from 100711-62760 Office Equip Maint to 100713-62220 Utilities  
Transfer \$183.00 from 100711-62760 Office Equip Maint to 100713-62220 Utilities

#### Parks & Recreation

Transfer \$650.00 from 100775-64000 Supplies-Project 770775-AQUATICS-SUPPLIES-  
POOLSUPP to 100775-63420 Special Event/Program Cost-Project 770775-ADULT-  
SOFTBALL-PROGCOST  
Transfer \$875.00 from 100773-62450 EE Dev Meet Air Meal Lodg-Project 770773-  
EMPLTRAN-STAFFDEV to 100773-64000-Project 770773-SUPPLIES-POOLSUPP  
Transfer \$36.00 from 100776-60100 Full Time – OT to 100771-60100 Full Time – OT  
Transfer \$4,380.00 from 100776-61500 Insurance Benefits to 100771-61500 Insurance Benefits  
Transfer \$100.00 from 100774-60100 Full Time – OT to 100775-60100 Full Time – OT  
Transfer \$32.00 from 100774-65080 Building Maintenance-Project 770774-BUILDMAINT-  
LIGHTMAINT to Project 770774-BUILDMAINT-ELECSUPP  
Transfer \$890.00 from 100774-64000 Supplies-Project 770774-SUPPLIES-PORTAJOHNS to  
Project 770774-SUPPLIES-GENEQUIP  
Transfer \$2,573.00 from 100776-62220 Utilities-Project 770776-ELECTRIC to 100776-62200  
Assn Dues, Fees and Licensure-Project 770776-ASSNDUES  
Transfer \$370.00 from 100773-63420 Special Event/Program Cost-Project 770773-  
NEWYTHPRO-PROGCOST to Project 770777-BBALLJH-PROGCOST  
Transfer \$50.00 from 100777-63420 Special Event/Program Cost-Project 770777-VBALL-  
PROGCOST to 100777-62020 Communication/Network Expense-Project 770777-COMMNET-  
PHONE  
Transfer \$1,620 from 100776-62220 Utilities-Project 770776-UTILITIES-ELECTRIC to  
100776-63240

Sales/Lodging/Property Tax-Project 770776-SALESTAX-CSB  
Transfer \$230.00 from 100776-62220 Utilities-Project 770776-UTILITIES-ELECTRIC to  
100776-63240 Sales/Lodging/Property Tax-Project 7700776-SALESTAX-MDDB

Public Health

Transfer \$1,700.00 from 100407-64700 Medical Supplies to 100407-62580 Indigent Burials  
Transfer \$1,700.00 from 100407-64700 Medical Supplies to 100407-62580 Indigent Burials

Public Works

Transfer \$17,000.00 from 100083-60005 Full Time – Regular to 100083-62220 Utilities

Road & Bridge

Transfer \$6,500.00 from 100141-65160 Fencing to 100141-64300 Lubricants  
Transfer \$2,000.00 from 100141-63050 Royalties to 100141-64300 Lubricants

Sheriff

Transfer \$3,000.00 from 100052-64060 Janitorial Supplies to 100052-65080 Building  
Maintenance  
Transfer \$500.00 from 100052-64650 Food Services to 100051-62260 Professional Services

Treasurer

Transfer \$2,000.00 from 10031-62080 Public Relations to 100031-62000 Postage & Freight

LINE ITEM TRANSFERS – FY2023-2024

Adult Treatment Courts

Transfer \$1,000.00 from 310311-67400 Unanticipated Grants Expense-Project  
311G24UNAN-STIPEND-ATC to 310015-67220 State Op Grant Pub Safety-Project  
015GS24CST-STIPEND (FY19 Deferred Revenue Correction)  
Transfer \$1,000.00 from 310311-46150 Unanticipated Grants Revenue-Project  
311G24UNAN-STIPEND-ATC to 310015-42620 State Op Grant Pub Safety-Project  
015GS24CST-STIPEND (FY19 Deferred Revenue Correction)  
Transfer \$1,499.00 from 310311-67400 Unanticipated Grants Expense-Project  
311G24UNAN-STIPEND-ATC to 310015-67220 State Op Grant Pub Safety-Project  
015GS24CST-STIPEND (FY22 Deferred Revenue Correction)  
Transfer \$1,499.00 from 310311-46150 Unanticipated Grants Revenue-Project  
311G24UNAN-STIPEND-ATC to 310015-42620 State Op Grant Pub Safety-Project  
015GS24CST-STIPEND (FY22 Deferred Revenue Correction)  
Transfer \$1,499.00 from 310311-67400 Unanticipated Grants Expense-Project  
311G24UNAN-STIPEND-ATC to 310015-67220 State Op Grant Pub Safety-Project  
015GS24CST-STIPEND (FY23 Deferred Revenue Correction)  
Transfer \$1,499.00 from 310311-46150 Unanticipated Grants Revenue-Project  
311G24UNAN-STIPEND-ATC to 310015-42620 State Op Grant Pub Safety-Project  
015GS24CST-STIPEND (FY23 Deferred Revenue Correction)

Airport

Transfer \$10,400.00 from 310311-46150 Unanticipated Grants Revenue-Project

311GS24UNAN-AIRPORT to 310751-42740 State Cap Pub Works-Project 751GS2411A-PROFSERV  
Transfer \$10,400.00 from 310311-67400 Unanticipated Grants Expense-Project  
311GS24UNAN-AIRPORT to 310751-67280 State Cap Pub Works-Project 751GS2411A-PROFSERV

Emergency Management

Transfer \$15,000.00 from 310311-67400 Unanticipated Grants Expense-Project  
311G24UNAN-EMPG-ARPA to 310751-67280 Fed Cap Grant Public Safety-Project  
411GF24SIR-FED  
Transfer \$15,000.00 from 310311-46150 Unanticipated Grants Revenue-Project  
311G24UNAN-EMPG-ARPA to 310751-46150 Fed Cap Grant Public Safety-Project  
411GF24SIR-FED

Juvenile & Family Drug Court

Transfer \$1,000.00 from 310311-67400 Unanticipated Grants Expense-Project 311G24UNAN-STIPEND-JFDC to  
310452-67220 State Op Grant Pub Safety-Project 452GS24CST-STIPEND (Prior 6/30/2021 Deferred Revenue Correction)  
Transfer \$1,000.00 from 310311-46150 Unanticipated Grants Revenue-Project 311G24UNAN-STIPEND-JFDC to  
310452-42620 State Op Grant Pub Safety-Project 452GS24CST-STIPEND (Prior 6/30/2021 Deferred Revenue Correction)  
Transfer \$1,499.00 from 310311-67400 Unanticipated Grants Expense-Project 311G24UNAN-STIPEND-JFDC to  
310452-67220 State Op Grant Pub Safety-Project 452GS24CST-STIPEND (FY22 Deferred Revenue Correction)  
Transfer \$1,499.00 from 310311-46150 Unanticipated Grants Revenue-Project 311G24UNAN-STIPEND-JFDC to  
310452-42620 State Op Grant Pub Safety-Project 452GS24CST-STIPEND (FY22 Deferred Revenue Correction)  
Transfer \$1,499.00 from 310311-67400 Unanticipated Grants Expense-Project 311G24UNAN-STIPEND-JFDC to  
310452-67220 State Op Grant Pub Safety-Project 452GS24CST-STIPEND (FY23 Deferred Revenue Correction)  
Transfer \$1,499.00 from 310311-46150 Unanticipated Grants Revenue-Project 311G24UNAN-STIPEND-JFDC to  
310452-42620 State Op Grant Pub Safety-Project 452GS24CST-STIPEND (FY23 Deferred Revenue Correction)

POSITION VACANCY JUSTIFICATIONS

Airport – Airport Operations Tech II  
Children’s Developmental Services – Food Service Worker  
Children’s Developmental Services – Instructional Assistant (Floater – 2 Positions)  
Clerk of District Court – Clerk I  
Public Works/Custodial – Custodian I

Public Works/Engineering -- Engineering Technician  
Sheriff's Office -- Detention Officer (2 Positions)  
Sheriff's Office -- Detention Officer/Deputy Sheriff (2 Positions)

HAND WARRANTS

CCEHB - Heath, Dental, Aflac	\$629,444.02
Delta Dental of Wyoming	\$1,736.60
Ensign Equipment	\$20,100.00
Gallagher Benefits Services	\$19,741.69
VSP of Wyoming	\$8,048.66
Black Hills Energy	\$914.60
CenturyLink	\$194.55
City of Gillette	\$4,466.04
Means First Ext Water & Sewer	\$206.04
Paintbrush Services	\$605.00
Wright Water & Sewer District	\$225.50
Worker's Compensation Division	\$113,759.30
Black Hills Energy	\$1,029.94
Campbell County Clerk Tax Acct	\$361.50
City of Gillette	\$2,584.61
Verizon Wireless - Public Works	\$457.97
Campco Federal Credit Union	\$150.00
Circuit Court of Campbell County	\$484.65
Campbell County Clerk Tax Acct	\$298,549.85
Campbell County Treasurer - FLX/HSA	\$41,200.00
Great West Trust Company	\$28,803.00
IRS Department of Treasury	\$2,965.66
Sheridan County Circuit Court	\$316.10
Wyoming Child Support Enforcement	\$1,274.21
Lowe Roofing of Wyoming	\$53,840.00
Komatsu America Corp	\$194,230.00
Yellowjacket Construction	\$20,800.00
Absolute Auto	\$13,995.00
Absolute Auto	\$14,995.00
Wyoming Machinery	\$144,550.00

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

Commissioner Ford presented the Commission Calendar of Events.

Denton Knapp provided the Veterans Update.

Scott Taylor and Isaac Finkle from the Wyoming Department of Transportation conducted a presentation on the Annual State Transportation Improvement Program (STIP).

James Higginbotham provided an update on the National High School Finals Rodeo Association.

Commissioner Ford moved the Board approve the Sole Source Purchase Request and agreement between Axon Enterprise, Inc and the Campbell County Sheriff's Office to lease vehicle cameras, in the amount of \$492,948.00, for a 60-month period from January 2024 to January 2028, as presented. Commissioner Shelstad seconded the motion. All voted Aye. Motion Carried.

Commissioner Shelstad moved the Board approve the Business Ready Community Grant and Loan Program Grant Agreement between the Wyoming Business Council, Investments Division and Campbell County for the design and construction of the Pronghorn Industrial Park sewer system, in the amount of \$2,669,450.00, and completion of construction services by June 30, 2025, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion Carried.

Commissioner Shelstad moved the Board approve the Statement of Work between CivicPlus and Campbell County to purchase the CivicClerk Agenda and Meeting Management software and approve the transfer of \$4,778 from General County Professional Services (100013-62660) to Software Cost (100012-62720) to cover the price difference and implementation costs, as presented. Commissioner Ford seconded the motion. All voted Aye. Motion Carried.

Commissioner Shelstad moved the Board re-appoint Harry Averett to the Planning Commission to serve a three-year term, ending June 30, 2026, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion Carried.

Commissioner Ford moved the Board approve the Memorandum of Understanding between the Department of Interior, Bureau of Land Management and Campbell County as Cooperating Agencies for the Development of the Programmatic Environmental Impact Statement and Associated Resource Management Plan Amendments for Utility-Scale Energy Development on Public Lands, as presented. Commissioner Shelstad seconded the motion. All voted Aye. Motion Carried.

An opportunity for Public Comment was provided. No Public Comment was given.

Commissioner Shelstad moved to convene into Executive Session to discuss personnel. Commissioner McCreery seconded the motion. All voted Aye. Motion Carried.

#### EXECUTIVE SESSION

Regular Session reconvened.

Commissioner McCreery moved the Board approve the removal of Mark Dorr from the Public Land Board, as recommended by the Public Land Board. Commissioner Ford seconded the motion. Poll vote was taken by the Clerk. All voted Aye. Motion Carried.

Commissioners gave Final Comments.

Commissioner Shelstad left the meeting.

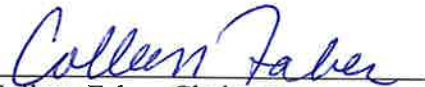
Commissioner Ford moved the board convene into Executive Session to discuss pending litigation. Commissioner McCreery seconded the motion. All voted Aye. Motion Carried.

#### EXECUTIVE SESSION

There being no further business to come before the Board of Commissioners, the regular meeting was adjourned at 12:32 PM. The next regular meeting of the Commissioners will be held Tuesday, August 1, 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.campbellcountywy.gov](http://www.campbellcountywy.gov)