

Office of County Commissioners
August 15, 2023
Gillette, Wyoming

The Campbell County Board of Commissioners met in regular session, Tuesday, August 15, 2023. Chairman Faber called the meeting to order at 9:00 AM. Chaplin Jerry Taylor 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, Executive Director of Administration; Sandra Beeman, Deputy Director of Administration.

The following Consent Agenda was presented:

MINUTES

Board of Commissioners Directors Meeting, July 31, 2023
Board of Commissioners Regular Meeting, August 1, 2023
Board of Commissioners Emergency Meeting, August 2, 2023
Board of Commissioners Special Meeting, August 4, 2023
Board of Commissioners Special Meeting, August 8, 2023

MONTHLY REPORTS

Clerk of District Court – July 2023
County Clerk – August 2023
County Treasurer – July 2023
Sheriff's Office – July 2023
County Salaries 2023

PAYROLL PAYMENTS

July 8, 2023; July 22, 2023; August 5, 2023

AGREEMENTS

Agreement between Sentinel Offender Services, LLC and Campbell County Juvenile Services to provide electronic monitoring services and equipment for the period of July 1, 2023 to June 30, 2024.

COMMENT LETTER

Submission of the comment letter to the Bureau of Land Management (BLM) for the proposed rule regarding Rights-of-Way, Leasing, and Operations for Renewable Energy (wind and solar).

EMPLOYEE TRAINING REQUEST

Approval of NACo High Performance Leadership Tuition for Darci Goni, Shannon Ireland, Crystal Nichols, Adam Gibson, Kelly Wallem, Charity Beck, Shane Stefanick, Linda Allred, Lars Jones, and Crystal Conley in the amount up to \$12,500 from 100013-63440 account.

LINE ITEM TRANSFERS FY2022-2023

Clerk

Transfer of \$19.02 from 100023-60200 Part Time – Regular to 100023-61000

FICA/Medicare

Transfer of \$1,213.50 from 100023-62450 EE Dev Meet Trav Meal Lodg to 100023-60005 Full Time – Regular

Transfer of \$611.98 from 100023-60200 Part Time – Regular to 100023-61500 Insurance Benefits

Transfer of \$2,027.09 from 100023-62260 Professional Services to 100023-61400 Retirement

Transfer of \$5,104.76 from 100023-60500 Election Judges to 100023-60100 Full Time - OT

Children's Developmental Services

Transfer \$4,207.38 from 310704-61100 EHS WC to 310704-60005 EHS FT Regular

Transfer \$2,725.00 from 310704-61900 EHS HSAFLEX to 310704-60005 EHS FT Regular

Emergency Management

Transfer \$285.62 from 100411-62100 Advert/Publication/LegalNotice to 100411-60005 Full Time – Regular

Transfer \$0.71 from 100411-62100 Advert/Publication/LegalNotice to 100411-61400 Retirement

Transfer \$128.22 from 100411-62100 Advert/Publication/LegalNotice to 100411-61500 Insurance

Juvenile Services

Transfer \$6,979.44 from 100013-60900 Compensation Adjustment to 100451-61400 Retirement

Transfer \$209.00 from 100013-60900 Compensation Adjustment to 100454-61000 FICA/Medicare

Transfer \$932.30 from 100013-60900 Compensation Adjustment to 100454-61500 Insurance Benefits

Transfer \$4,038.87 from 100013-60900 Compensation Adjustment to 100454-60005 Full Time – Regular

Transfer \$912.73 from 100013-60900 Compensation Adjustment to 100454-61400 Retirement

Transfer \$83.09 from 100013-60900 Compensation Adjustment to 100454-60800 Additional Requested Payroll

Public Health

Transfer \$17,033.88 from 310311-67400 Other Grants-Unanticipated to 310404-67040 Fed Op Grant HlthWelCultRec Project 404GF23TAN-WAGES/BEN

Transfer \$17,033.88 from 310311-46150 Unanticipated Grants to 310404-62460 Fed Op Grant HlthWelCultRec Project 404GF23TAN-FEDERAL

Transfer \$17,919.36 from 310311-67400 from Other Grants-Unanticipated to 310404-67240 State Op Grant HlthWelCultRec Project 404GS23MCH-WAGES/BEN

Transfer \$17,919.36 from 310311-46150 Unanticipated Grants to 310404-62660 State Op Grant HlthWelCultRec Project 404GF23TAN-STATE

Public Works

Transfer \$496,516.26 from 310311-67400 Unanticipated Grants to 310084-67280 Project 08424BISHOP-STATE

Transfer \$496,516.26 from 310311-46150 Unanticipated Grants to 310084-42740

LINE ITEM TRANSFERS FY2023-2024

Fair

Transfer \$765.00 from 310311-67400 Unanticipated Grants to 310311-67310 Project
311GL24FBD-CAPEQUIP

Transfer \$765.00 from 310311-46150 Unanticipated Grants to 310311-42840 Local
Grants/Aid

Public Works

Transfer \$14,779.75 from 170081-66935 District Support Grants to Project
ORIVAHILLS-ROADS-GRAVLMMAINT

Transfer \$18,250.00 from 170081-66935 District Support Grants to Project
STONEGATE-WATER-NONREGION

POSITION VACANCY JUSTIFICATIONS

Children's Developmental Services – Early Childhood Instructor

Children's Developmental Services – Instructional Assistant

Children's Developmental Services – Physical Therapist

County Coroner – Deputy County Coroner (Contract)

Library – Youth Services Specialist

Parks and Recreation – Recreation Desk Supervisor (Wright)

Sheriff's Office – Communication Technician

SOCIAL MEDIA REQUESTS

Justin Horn, Museum Assistant – Facebook, Instagram, and YouTube

HAND WARRANTS

CCEHBT – Health, Dental, AFLAC	\$752,130.60
Delta Dental Plan of Wyoming	\$1,710.00
Gallagher Benefit Services	\$19,372.03
VSP of Wyoming	\$7,923.45
Black Hills Energy	\$478.12
Campbell County Treasurer - Landfill CC Acct	\$6,000.00
Paintbrush Services	\$605.00
Campco Federal Credit Union	\$150.00
Circuit Court of Campbell County	\$494.30
Campbell County Clerk Tax Acct	\$313,867.13
Campbell County Treasurer	\$41,462.10
Great West Trust Company	\$28,843.00
Sheridan County Circuit Court	\$321.96
Wyoming Child Support	\$940.07
CC Treasurer - WIC Admin Fee	\$12,888.41
Porter, Muirhead, Cornia, & Howard	\$4,836.00
Personal Frontiers	\$10,905.24
Mitchell & McCormick Inc	\$698.25
Youth Emergency Services	\$14,151.78
Scales Sales & Services	\$808.18
CentraAlert	\$28,177.84
University of Wyoming	\$3,000.00
Gillette College	\$1,500.00
Thomas & Thomas, LLC	\$1,842.50

Commissioner Ford moved the Board approve all items of the Consent Agenda as presented.

Commissioner Shelstad seconded the motion. All voted Aye. Motion Carried.

Commissioner McCreery presented the Commission Calendar of Events.

Denton Knapp provided the Veterans Update.

Linda Whites introduced the 2023 Miss Campbell County pageant winners.

Commissioner Ford the Board approve the Contract for Services between the Board of County Commissioners and Youth Emergency Services, Inc., in the amount not to exceed \$283,500 from the Optional One Percent Sale Tax, for the period of July 1, 2023, to June 30, 2024, as presented. Commissioner Shelstad seconded the motion. All voted Aye. Motion Carried.

Commissioner Ford moved the Board table the Capital Request from the CAM-PLEX to purchase a remanufactured engine. Commissioner Knutson seconded the motion. All voted Aye. Motion Carried.

Commissioner Shelstad moved the Board waive the formal bid process and approve to purchase a 2023 Classic Tradesman Crew Cab 4x4 V6 for the Airport, in the amount of \$40,427.00 from White's Energy Motors in Gillette, as presented. Commissioner Ford seconded the motion. All voted Aye. Motion Carried.

Commissioner Ford moved the Board approve the Sole Source Purchase Request to a Laffayette Industries LX6 Polygraph from Comm Tech, Communication Technologies in the amount of \$7,505.00, as presented. Commissioner Shelstad seconded the motion. All voted Aye. Motion Carried.

Commissioner Shelstad moved the Board approve the Sole Source Purchase Request to purchase twenty-eight (28) Motorola APX8000 Portable Radios from Lafayette Instrument Company, in the amount of \$117,120.84, as presented. Commissioner Knutson seconded the motion. All voted Aye. Motion Carried.

Commissioner Knutson moved the Board approve the Sole Source Purchase and Contract for Consulting Services between InSite Consulting, LLC and Campbell County regarding the Pronghorn Industrial Project, in the amount of \$28,000, as presented. Commissioner McCreery seconded the motion. Commissioners Faber, Knutson, McCreery, Shelstad voted Aye. Commissioner Ford voted Nay. Motion Carried.

Commissioner McCreery moved the Board approve Resolution Number 3050 authorizing the submission of the Congestion Mitigation and Air Quality (CMAQ) to the Wyoming Department of Transportation to purchase dust suppression chemicals for county roads, as presented. Commissioner Knutson seconded the motion. All voted Aye. Motion Carried.

Commissioner Ford moved the Board approve the Memorandum of Understanding between Incite! Consulting and Campbell County for Board Training/Education Sessions in the amount of \$4,500 plus reimbursement for travel costs, as presented. Commissioner Shelstad seconded the

motion. All voted Aye. Motion Carried.

Commissioner Shelstad moved the Board appoint Jake Boller to the Public Land Board to serve an unexpired three (3) year term, effective immediately and ending June 30, 2026. Commissioner McCreery seconded the motion. All voted Aye. Motion Carried.

Public Hearing was held to present a request for Chalk Hills Subdivision.

Commissioner Ford moved the Board approve the Chalk Hills Subdivision Zoning Request of R S, Residential Suburban, Case Number 23.01.COZ, effective upon the final approval of the plat, as recommended by the Planning Commission and the Planning & Zoning Administrator. Commissioner Shelstad seconded the motion. All voted Aye. Motion Carried.

Commissioner Shelstad moved the Board approve the Chalk Hills Subdivision Request from Jordan Roberts, Case Number 23.01.COMP, to subdivide a 41.42-acre parcel into five (5) lots, with an average size of 7.89 acres, and approve the final plat, covenants, and disclosure statement, as recommended by the Planning Commission and the Planning & Zoning Administrator. Commissioner McCreery seconded the motion. All voted Aye. Motion Carried.

Matt Shahan presented the Campbell County Health Budget Overview and Strategic Plan.

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

Commissioner Shelstad moved to convene into Executive Session to discuss Attorney Client Privileged Information. Commissioner McCreery seconded the motion. All voted Aye. Motion Carried.

Executive Session was held.

There being no further business to come before the Board of Commissioners, the regular meeting was adjourned at 11:58 AM. The next regular meeting of the Commissioners will be held Tuesday, September 6, 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

