

Office of County Commissioners
September 19, 2023
Gillette, Wyoming

The Campbell County Board of Commissioners met in regular session, Tuesday, September 19, 2023. Chairman Faber called the meeting to order at 9:01 AM. Scott Clem led the Invocation and the Pledge of Allegiance.

Present were Colleen Faber, Jim Ford, Butch Knutson, Kelley McCreery, Del Shelstad, Commissioners; Denton Knapp, Director of Administration; Shannon Ireland, Chief Deputy County Clerk.

The following consent agenda was presented:

MINUTES

Board of Commissioners Senior Center Board, August 30, 2023
Board of Commissioners Children's Developmental Services Board, August 30, 2023
Board of Commissioners Directors Meeting, September 5, 2023
Board of Commissioners Regular Meeting, September 6, 2023
Board of Commissioners Public Land Board Meeting, September 14, 2023

MONTHLY REPORTS

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

CANCELLATION/REBATE OF TAXES

#2021-228, 2021-229, 2021-230, 2021-235, 2021-241, 2021-242, 2021-243, 2021-244, 2021-245, 2021-247

AGREEMENTS

Research Agreement Modification No. 1 between the University of Wyoming and Campbell County to extend the agreement period from December 1, 2023 to September 30, 2024 for the research services outlined in the original agreement and the Cooperative Research and Development Agreement NETL AGMT- 1037.

CAPITAL REQUESTS

Sheriff's Office – Request to change budgeted capital request from an Artic Sectional Snow Pusher \$11,175 to purchase a 96" Snow Pusher (\$4,275) and a 84" V-Blade (\$6,850) for a total amount of \$11,125 from account 100052-68200.

COMMENT LETTERS

Submission of comment letter to the Bureau of Land Management regarding Fluid Mineral Leases and Leasing Process Proposed Rule (Federal Register/Vol. 88, No. 140/Monday, July 24, 2023/Proposed Rule/pages 47562).

Submission of supplemental information to the Bureau of Land Management regarding the 2023

Draft Resource Management Plan Amendment and Supplemental Environment Impact Statement (SEIS) for the 2015 Buffalo Field Office Approved Resource Management Plan (RMP), Wyoming.

CONTINGENCY REQUEST

Public Works – Contingency Funds Request for heavy equipment repair to the Landfill Scraper, in the amount of \$78,518.36 from 100013-69800 General County Contingency.

DEA REGISTRATION RENEWAL

Approval to certify that Campbell County/Campbell County Sheriff's Office is a fee exempt government agency for the Drug Enforcement Administration (DEA) registration.

FLEET VEHICLES FY2023-2024

Correction: Update Price from \$52,000 to \$54,625 – Two (2) ½ Ton Crew Cab Pick Up Police, Ford F-150 Police, from Thunder Basin Ford (Gillette), in the amount of \$54,625 per vehicle for the Sheriff's Office.

FUNDING REQUESTS

Approval to fund a lunch for the Wyoming Energy Summit and Mine Tour for state legislators from PRB coal consuming states hosted by Wyoming Energy Authority (WEA), in the amount not to exceed \$500.00

LINE ITEM TRANSFERS

Parks & Recreation

Transfer \$600.00 from 10777-60200 PT Regular Project 770777-BBALLJH-COACH to Project 770777-VBALL-COACH

Transfer \$2,000.00 from 100774-64250 Landscaping Supplies Project 770774-LANDSUPP to 100774-65080 Building Maintenance Project 770774-BUILDMAINT-ELECSUPP

Public Health

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

Transfer \$1,000.00 from 100407-64700 Medical Supplies to 100407-62580 Indigent Burials

Public Works

Transfer \$19,653.75 from 170081-66935 District Support Grant to Project 081DSG Wildhorse-Roads-GravlMaint

Transfer \$12,733.75 from 170081-66935 District Support Grants to Project 081 DSG FreedomHill-Water-NonRegion

Transfer \$11,840.00 from 170081-66935 District Support Grants to Project 081 DSG CenCampCou-Roads-PaveMaint

POSITION VACANCY JUSTIFICATIONS

Airport – Airport Operations Tech II

Public Works/Recycling Center – Recycling Center Technician

HAND WARRANTS

State of Wyoming - Dept of Revenue & Tax	\$2,305.09
Campco Federal Credit Union	\$150.00
Campbell Cnty Clerk Tax Acct	\$294,056.07
Campbell Cnty Treasurer - FLX/HAS	\$40,830.77
Great West Trust Company	\$28,018.00
US Dept of Treasury - Debt Mgmt Services	\$298.03
Sheridan Cnty Circuit Court	\$321.96
Wyoming Child Support	\$807.83
Black Hills Energy	\$998.31
CenturyLink	\$39.10
Charter Communications	\$800.00
City of Gillette	\$7,478.10
Paintbrush Services	\$1,869.00
Powder River Energy	\$2,937.88
Verizon Wireless - Adult Drug Court	\$145.92
Verizon Wireless - Public Works	\$946.91
Wright Water & Sewer District	\$1,408.94
First National Bank - Treasurer Office	\$250.00
Newcastle Motors	\$53,981.00
White's Energy Motors	\$50,230.00
Navajo Transitional Energy	\$454,339.22
White's Energy Motors	\$50,064.00
Rudolph Zehnder	\$2,000.00

The following are the claims for Part-Time Employees summarized by department for August 2023; Sheriff-Detention, 2,339.88; Sheriff-24/7, 1,419.44; Public Works, 3,766.42; Coroner, 2,090.00; Extension, 5,760.00; District Clerk of Court, 2,967.20; Public Health, 2,018.03; Children's Center, 18,607.22; Museum, 2,586.32; Fair, 18,650.25; Library, 62,003.85; Parks & Recreation, 127,036.74.

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 Knutson presented the Commission Calendar of Events.

Denton Knapp provided the Veteran's Update.

Maureen Costello and Jana Webb presented Employee Years of Service Awards with the Commissioners.

Toni Brown and her cadets requested a Wreaths Across America Proclamation.

Commissioner Ford moved the Board approve the Contract for Services between the Board of County Commissioners and Gillette Community College District – Area 59, in the amount not to exceed \$10,000 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 Shelstad moved the Board approve the Contract for Services between the Board of County Commissioners and Gillette Abuse Refuge Foundation, in the amount not to exceed \$97,400 from the Optional One Percent Sale Tax, for the period of July 1, 2023 to June 30, 2024, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion Carried.

Commissioner McCreery moved the Board approve the Contract for Services between the Board of County Commissioners and Campbell County Senior Center Association, Inc., in the amount not to exceed \$435,000 from the Optional One Percent Sale Tax, for the period of July 1, 2023, to June 30, 2024, as presented. Commissioner Ford seconded the motion. All voted Aye. Motion Carried.

Commissioner Knutson moved the Board approve the Contract for Services between the Board of County Commissioners and Ride and Shine Equine Assisted Therapies, Inc., in the amount not to exceed \$6,000 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 Shelstad moved the Board approve the Contract for Services between the Board of County Commissioners and Boys and Girls Club of Campbell County, in the amount not to exceed \$45,000 from the Optional One Percent Sale Tax, for the period of July 1, 2023 to June 30, 2024, as presented. Commissioner Knutson seconded the motion. All voted Aye. Motion Carried.

Commissioner Ford moved the Board approve the Contract for Services between the Board of County Commissioners and Visitation and Advocacy Center, in the amount not to exceed \$71,852 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 Shelstad move the Board approve the Contract for Services between the Board of County Commissioners and Council of Community Services, in the amount not to exceed \$50,000 from the Optional One Percent Sale Tax, for the period of July 1, 2023 to June 30, 2024, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion Carried.

Commissioner Knutson moved the Board approve the Contract for Services between the Board of County Commissioners and CLIMB Wyoming, in the amount not to exceed \$24,000 from the Optional One Percent Sale Tax, for the period of July 1, 2023 to June 30, 2024, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion Carried.

Commissioner Ford moved the Board approve the Grant Agreement between the Wyoming Department of Health, Public Health Division and Campbell County to address public health infrastructure needs and expand workforce development, in the amount of \$91,644.45 for the period from Effective Date to November 30, 2027, as presented. Commissioner Shelstad seconded the motion. All voted Aye. Motion Carried.

PUBLIC HEARING

A public hearing was held pertaining to the Study Simple Subdivision and Zoning Request. There was no public comment.

Commissioner Ford moved the Board approve the Study Zoning Request of R-S, Residential Suburban for Parcel 2 of the proposed Study simple Subdivision, Case Number 23.04.COZ, effective upon the final approval of the plat, as recommended by the Planning Commission. Commissioner Shelstad seconded the motion. All voted Aye. Motion Carried.

Commissioner Shelstad moved the Board approve the Study Simple Subdivision, Case Number 23.02.CRSD, to subdivide a 40.37-acre parcel into two parcels: Parcel 1, 30.37-acres and Parcel 2, 10.0-acres, as recommended by the Planning Commission. Commissioner McCreery seconded the motion. All voted Aye. Motion Carried.

REGULAR BUSINESS II

Commissioner Ford moved the Board approve the revised Employee Recognition Committee Bylaws, effective September 19, 2023, as presented. Commissioner Shelstad seconded the motion. All voted Aye. Motion Carried.

Commissioner Ford moved the Board approve the Campbell County Statement of Investment and Investment Policy Compliance Statement, Policy Number 2.004, effective September 19, 2023, as presented. Commissioner Shelstad seconded the motion. All voted Aye. Motion Carried.

Commissioner Shelstad moved the Board approve the revised Public Records Request Policy, Policy Number 1.004, effective September 19, 2023, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion Carried.

Commissioner McCreery moved the Board approve the Master Agreement between DDI Capital and Campbell County to lease new data center equipment, in the amount of \$790,100, for a 60-month term starting January 1, 2024, as presented. Commissioner Knutson seconded the motion. All voted Aye. Motion Carried.

Commissioner Shelstad moved the Board approve the Certificate of State Grant-in-Aid between the Wyoming Department of Transportation, Aeronautics Division and Campbell County for 2024 NAVAIDS Maintenance at the Northeast Wyoming Regional Airport, in the amount of \$20,804.80 with a local match of \$5,201.20, as presented. Commissioner Ford seconded the motion. All voted Aye. Motion Carried.

Commissioner Knutson moved the Board approve the ILS Amendment One Grant Agreement, Project AGC026X, to increase grant amount by \$72,656 (\$58,124 State Portion and \$14,532 Local portion) to match actual costs, for a total cost of \$378,886, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion Carried.

Commissioner Ford moved the Board approve the Sole Source Purchase Request for the Sheriff's Office to purchase an Ariens mammoth 850 Kawasaki Snowplow and accessories from Frontier Outdoor Power, in the amount of \$30,967.19, as presented. Commissioner Knutson seconded the motion. All voted Aye. Motion Carried.

PUBLIC COMMENT

There were no public comments.

Commissioner Ford and Commissioner Knutson left the meeting at 11:22 AM.

WORKSHOP

There was a Coal Seam Fires Discussion Workshop held with the Bureau of Land Management (BLM).

Commissioner Knutson rejoined the meeting at 1:30 PM.

There was a Compensation Review Workshop held with the Sheriff's Office.

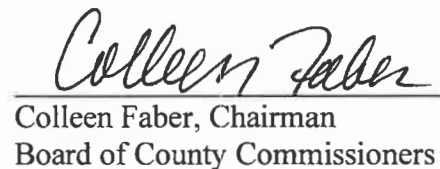
Commissioner Shelstad moved the Board convene into an Executive Session to discuss personnel. Commissioner Knutson seconded the motion. All voted Aye. Motion carried.

Executive Session was held.

There being no further business to come before the Board of Commissioners, the meeting was adjourned at 3:33 PM. The next regular meeting of the Commissioners will be held Tuesday, October 3rd, 2023, at 9:00 AM in the Commissioners Chambers in the Courthouse.



Shannon Ireland, Chief Deputy 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