

# LEGAL NOTICE

## OFFICIAL MINUTES OF THE REGULAR MEETING OF THE BOARD OF WESTON COUNTY COMMISSIONERS, WESTON COUNTY, WYOMING

August 1, 2023

The regular meeting of the Weston County Board of Commissioners was called to order by Chairman Ed Wagoner at 9:00 a.m. at the Weston County Courthouse. Commissioners Don Taylor, Vera Huber and Garrett Borton, Attorney Michael Stulken and Clerk Becky Hadlock were present. News Letter Journal reporter Walter Sprague led the Pledge of Allegiance.

### APPROVAL OF AGENDA

Commissioner Huber asked to add Hiring Freeze E-mail under Old Business. Attorney Stulken asked to add Executive Session to the end of the meeting. Commissioner Taylor moved to approve the agenda as amended, seconded by Commissioner Huber. Carried.

### APPROVAL OF CONSENT AGENDA

Commissioner Huber asked to pull Resolution 2023-22, Resolution 2023-23, Audit Engagement Agreement and Warrant #71109. Commissioner Taylor asked to pull Warrant #71128 and Chairman Wagoner asked to pull Warrant #71139. Commissioner Taylor moved to approve the Consent Agenda which included the vouchers, payroll, AP vouchers, collections for July 2023, Minutes of July 18, 2023, Chairman's Signature on Clerk's Abstract Statement, Board's Signature on Resolution 2023-21 - Amendment to the 2023-2024 Budget, Chairman's Signature on Dewey Rock Bridge Project Contract with Timberline Services, Chairman's Signature on Modification of Grant or Agreement Between the WC Government and the USDA, Forest Service Medicine Bow-Rout National Forest and Thunder Basin National Grassland, Chairman's Signature on Provider of Service Agreements, 24 Hour Permit for Pam Qualigen, DBA Pizza Barn - Rescue 100 to Travel Center, 8/2/2023 - 8/7/2023, Board's Signature on County Road Fund Project Eligibility Certificate Form - Surveying Barton Road #75, Tax Roll Correction #1599, Approval of Mill Levy's, seconded by Commissioner Huber. Carried.

Commissioner Huber asked about Warrant #71109 to Crook County Clerk. Clerk Hadlock explained this was for the ESRI mapping program for the County.

Commissioner Taylor asked about Warrant #71128 to Julio Holguin. Discussion ensued.

Chairman Wagoner asked about Warrant #71139 to Mondell Heights. Discussion ensued and this work will be put out for bid.

Commissioner Huber moved to advertise for interested parties to do Title 25 transfers and for Commissioner Taylor to get the proper paperwork to the County Attorney so that he can get paid, seconded by Commissioner Taylor. Carried.

Commissioner Huber moved to pay Warrant #71109 and #71128 putting Warrant #71139 on hold until Commissioner Taylor's paperwork is done with the County Attorney, seconded by Commissioner Borton. Carried.

Attorney Stulken explained why Resolution 2023-22 - Resolution by the Board of County Commissioners' County Board of Equalization of Weston County, Wyoming to Adopt Identical Emergency Rules had to be done. Discussion ensued.

Commissioner Huber let the Board know that she had looked into the Welcome Home Wyoming program and she felt it was not something that the Board of County Commissioners should get involved in. Commissioner Huber moved to take it off of the table for now, seconded by Commissioner Taylor. Carried.

Commissioner Huber would like to look for a new audit company for next year. Discussion ensued.

Commissioner Huber moved to approve Resolution 2023-22 and Chairman's Signature on Audit Engagement Agreement, seconded by Commissioner Borton. Carried.

### PUBLIC COMMENT

David Kline spoke during public comment.

### WYDOT - STIP

Scott Taylor, District Engineer, Michelle Edwards, District Traffic Engineer & Josh Hunt, Resident Engineer, were present to give the annual STIP presentation.

### CONTRACT ABBEY LACEY TO TRAIN NEW EXTENSION OFFICE EMPLOYEE

University of Wyoming Community Vitality and Health Educator Vicki Hayman came before the Board about contracting former employee Abbey Lacey to train the new Extension Office employee. Commissioner Taylor moved to approve the Extension Office to contract Abbey Lacey to train new Extension Office Employee for a maximum of five days at \$19.00/hour, seconded by Commissioner Huber. Carried.

### CHAMBER OF COMMERCE

Newcastle Chamber of Commerce President Henry Nissel gave the Board an update on the Newcastle Area Chamber of Commerce.

### OLD BUSINESS

#### IMPROVE & MAINTAIN CURRENT ROADS IN LOOKOUT MOUNTAIN SUBDIVISION

Discussion ensued on making the possibility of making this a County Road and it was decided it could not be a County Road. The residents will look into possible funding from the BLM to help with the maintenance.

### VOLUNTEER BOARD DISCUSSION

Commissioner Huber would like the Board of Commissioners to be Liaisons and learn what the other Boards do, not micromanage them. Commissioner Huber moved to go forward and make a commitment to have part in the volunteer boards on a quarterly basis. Commissioner Huber will put a list together and send it to the Board, seconded by Commissioner Taylor. Carried.

### HIRING FREEZE E-MAIL

Discussion ensued on the Department Heads and Elected Officials not needing to come before the Board if they are hiring new employees, to replace those that have quit or retired, as long as it does not change their budget and the benefits are the same. Commissioner Huber moved to have Clerk Hadlock send out a new e-mail to clarify that they need to come before the Board if there is a change to their budget and if it is going to affect the benefits, etc., seconded by Commissioner Taylor. Carried.

### FAIRGROUNDS

Fair Board Members David Kline and Billy Jackson came before the Board to discuss donations received and the funds for the 2024 budget. Chairman Wagoner let them know that the donations they receive are to go to the Friends of Fair. Discussion ensued that the budget that was approved was for the 2024 fiscal year. Fair Board will be added to the September 5th agenda.

### NEW BUSINESS

#### EXECUTIVE SESSION - POTENTIAL LITIGATION

Commissioner Huber moved to go into Executive Session per W.S. 16-4-405(a) (iii), seconded by Commissioner Borton. Carried. Executive Session began at 12:33 p.m. and reconvened into regular session at 1:04 p.m. Matters concerning potential litigation were discussed in Executive Session, no action was taken.

### VOUCHERS

066NCPERS, financial admin, \$240.00, AFLAC, payroll ded, \$2,988.66, Family Support Registry, payroll ded, \$247.00, Great-West Trust Company, payroll ded, \$890.00, New York Life, financial admin, \$512.59, WEB, financial admin, \$89,303.33, Weston County Clerk, financial admin, \$52,759.63, WY Child Support Enforcement, payroll ded, \$550.00, WY Department of Workforce Services, payroll ded, \$2,124.12, WY Retirement System, payroll ded, \$40,749.31, Weston County Library, block alloc, \$145,978.99, 21 Electric LLC, apt rt runway repair/maint, bldg & grnds maj repair, \$2,529.15, Ad Pro, dist crt supp, clerk supp, asst supp, crtshe supp, law enf outp, janitor supp, treas supp, \$551.55, Alpha Communications, law enf tower rent, \$55.00, Amber Green, crtshe other empl, \$593.00, Architectural Specialties LLC, bldg & grnds maj repair, \$688.58, ATR Mobility, shrt comm, maint comm, hmnd sec exp, \$60 comm, \$1,526.40, Aston Enterprise Inc, shrt spec off equip, \$14,868.00, Black Hills Energy, crtshe util, r&b util, hmnd sec exp, p-hlth util, wic spec proj, annx util, \$2,436.91, Blue Dog Cleaning, annx cnstrct wages, \$390.00, Bomgarhs, bldg & grnds maj repair, fair admin/fees, shrt veh maint/fuel, \$611.88, Byrard Streeter, apt rt cnstrct wages, apt rt fuel maj maint, apt rt repair/maint, apt rt equip, \$1,924.11, Cambria Discount Drug LLC, law enf jail medical, \$54.10, Cambria Supply, r&b repair/maint, \$2.76, Carmen Simon, p-hlth immuniz, p-hlth supp, \$132.66, City of Newcastle, law enf util, p-hlth util, wic spec proj, fair util, r&b util, \$1,072.44, Clinical Lab of the Black Hills, coroner autopsies, \$2,495.00, Collins Communications Inc, dist crt comm, fair util, crtshe maj repair, \$1,099.82, Communication Technologies, hmnd sec exp, \$166.00, Comtronix, bldg & grnds maj repair, \$90.00, Crook County Family Violence, cc fully violence, \$956.25, Crook County Public Health, p-hlth immuniz, \$847.80, Crook County Clerk's Office, comp softw lic, \$11,779.64, Culligan Water Conditioning, annx misc, r&b supp, \$4.00, Dakota Asphalt, bldg & grnds maj repair, \$35,840.00, Dave Osborne, army trvl/mile, \$89.60, Day Law LLC, dist crt spec army, \$350.00, Decker's Market, ext nutra educator, \$3.89, Denette J Price, treas mile/trvl, \$37.99, Eastern WY Equipment Company, r&b repair/maint, \$5.22, EBS/Around the Office, treat supp, \$22.50, Election Systems & Software Inc, elctm repair/maint, \$6,505.00, Engineering Associates, rd cnstrc co rd fund, \$2,210.00, Erin Piercy, ext 4H educator/trvl, \$214.19, Evident Inc, shrt investigations, \$463.77, First Northern Bank of WY, law enf brd of prisoners, law enf jailor schools, army office exp, coroner school exp, hmnd sec exp, \$1,054.01, Golden West Technologies, shrt spec off equip, crtshe comp softw lic, p-hlth comm, p-hlth util, annx comp softw lic, army office equip/tech, hmnd sec exp, crtshe maj repairs, misc comp softw lic, \$4,263.13, Horning Horning & McGrath, dist crt spec army, \$18.00, Inberg-Miller Engineers, rd cnstrc co rd fund, \$15,980.00, Inberg Incorporated, law enf supp, \$370.88, Jeanette Liggett, crtshe other empl, \$80.00, Julio C Holguin, bldg & grnds maj repair, \$10,660.00, Kandi L Lopez, fair sly, \$2,126.25, KC's Lawn Service, crtshe other empl, \$300.00, Kregel Towing & Recovery, shrt investigations, \$118.60, Mallo Camp, mallo camp, \$1,441.00, Marco Inc, annx comp softw lic, \$291.47, Marina Renee McIlvann, coroner deputy calls, \$150.00, Max Masters, gas jst and records, \$2,900.00, Meridian Mortgage, coroner fees/trans, \$295.00, Minuteman Lube Center, shrt veh maint/fuel, \$179.98, Mitch's Repair, shrt veh maint/fuel, \$316.49, Mondell Heights LLC, co ward-invol, \$2,252.70, Monument Health, coroner autopsies, \$1,844.00, Monument Health Speechhly, law enf jail medical, \$2,896.78, Motorola, shrt 2022 introp comm, \$2,604.84, Newcastle Ace Hardware, crtshe repair/maint, fair admin/fees, fair repair/maint, r&b gm tools, \$974.55, Newcastle Equipment Co Inc, fair repair/maint, \$7.00, News Letter Journal, fair admin/fees, dist crt supp, misc print/publ, p-hlth em prep covid19 vacc, crtshe misc, ext supp, \$1,626.62, Niagara County Sheriff, shrt investigations, \$160.00, Office Ally, p-hlth immuniz, \$35.00, Plainsman, crtshe supp, \$899.08, Powder River Energy Corporation, p-hlth util, wic spec proj, hmnd sec exp, fair util, r&b util, apt rt util, apt rt util, law enf util, \$5,230.50, Quality Agg & Construction Inc, r&b gravel/rd mnt fund, \$611.75, Randy Bury, p-hlth immuniz, \$60.26, RANGE, apt comm, p-hlth util, wic spec proj, fair util, asst comm, clerk comm, crtshe comm, treas comm, ext comm, shrt comm, dist crt comm, r&b comm, hmnd sec exp, \$4,708.64, Reserve Account-Pitney Bowes, crtshe post/right, \$4,000.00, Roadrunner Disposal Service, apt rt util, fair admin/fees, \$210.00, Rocky Mountain Info Network, shrt spec off equip, \$50.00, Sagehills Marketing, fair admin/fees, \$2,330.20, Scott E Beachler, coroner school exp, \$275.66, SD Overhead Doors, apt rt repair/maint, \$96.10, Self Storage LLC, elctm misc, \$150.00, Servall Uniform/Linen Company, fair admin/fees, crtshe janitor supp, \$334.69, Sparks & Stripes Fabrication LLC, p-hlth em prep covid19 vacc, \$1,686.00, Tammy Cleverden, treas mile/trvl, \$37.99, Thomson Reuters-West law library, \$858.00, Timberline Services, r&b cong-mnt 2023, rd cnstrc co rd fund, \$170,063.30, Top Office Products, p-hlth immuniz, p-hlth supp, p-hlth mch grant, p-hlth em prep covid19 vacc, dist crt supp, crtshe supp, treas supp, \$2,205.02, Town of Upton, upton comm cntr, upton landfill, \$2,193.75, Trugreen, bldg & grnds maj repair, \$72.00, Tyler Technologies, comp softw lic, \$51,357.40, Upton Senior Center,

Upton sr citizens, \$531.25, Verizon Wireless, fair admin/fee, p-hlth mch grant, \$234.64, Visionary Communications, annx comm, \$162.45, Volunteers of America, vol of america, \$2,125.00, Weston County Sheriff's Search & Rescue, coroner rent, \$250.00, West End Water District, apt rt util, \$62.00, Weston County Fairboard, financial admin, \$250.00, Weston County Gazette, p-hlth em prep covid19 vacc, misc print/publ, shrt pub rel, \$1,124.00, Weston County Health Services, in-home health, \$1,500.00, Weston County Road & Bridge, coroner veh maint/fuel, law enf veh maint/fuel, shrt mile/trvl, shrt veh maint/fuel, asst mile/trvl, \$5,093.81, Weston County Sheriff's Office, shrt post/right, \$45.87, Weston County Senior Services, law enf brd of prisoners, \$4,358.00, Wilder Graphic Design, law enf brd of prisoners, asst supp, hmnd sec exp, \$503.54, William H Curley III, dist crt spec army, \$358.00, Woody's Food Center, law enf brd of prisoners, \$114.27, WY County Commissioners Association, comm assoc dues, financial admin, \$17,214.00, WY County Assessor's Association, asst mile/trvl, \$200.00, WY Department of Agriculture, fair admin/fees, law enf brd of prisoners, \$200.00, WY Department of Health/Rental, p-hlth mile/trvl, p-hlth em prep covid19 vacc, p-hlth mch grant, p-hlth reimb to state, \$16,790.47, WY Machinery Co, r&b repair/maint, \$2,782.21, WY Network, financial admin, \$270.00, WY Public Health Division Combined Laboratories, p-hlth supp, \$28.00, WYDOT-Financial Services, r&b old hwy 85, crtshe supp, \$1,923.97, Net Payroll, \$180,678.85.

With no further business, the meeting was adjourned at 1:04 p.m.

Attest: Becky Hadlock

Weston County Clerk

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Ed Wagoner

Chairman