

# LEGAL NOTICE

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

February 6, 2024

The regular meeting of the Weston County Board of Commissioners was called to order by Chairman Don Taylor at 9:00 a.m. at the Weston County Courthouse. Commissioners Ed Wagoner, Nathan Todd, Garrett Borton and Vera Huber, Attorney Michael Stulken and Clerk Becky Hadlock were present. Mack Bohm opened the meeting with prayer, and Commissioner Wagoner led the Pledge of Allegiance.

### APPROVAL OF AGENDA

Chairman Taylor asked to move the Fairgrounds update after Road & Bridge and the Proposal from the News Letter Journal. Management Commissioner Huber asked to add Human Resources under Old Business. Attorney Stulken asked to move the Executive Session to 11:30. Clerk Hadlock asked for the Treasurer's Report to be removed from the Consent Agenda. Vice-Chairman Borton moved to approve the agenda as amended, seconded by Commissioner Huber. Carried.

### APPROVAL OF CONSENT AGENDA

Vice-Chairman Borton moved to approve the Consent Agenda which included the payroll and voucher collections for January 2024. Minutes of January 16, 2024 Special Meeting Minutes of February 2, 2024, Chairman's Signature – Credit Card Pre-Authorization Request Road & Bridge, Chairman's Signature – Grant Agreement Between Wyoming Department of Health, Public Health Division and Weston County, Board's Approval – Cooperative Agreement for Responsibilities Between Wyoming Department of Family Services, Child Support Program and Weston County Clerk of District Court, Board's Signature on letter to County Boards, Tax Roll Correction #1621-16230, Board Appointments: Weston County Historical Preservation Board – Lucas Keeler, Library Board – Steve Smith, seconded by Commissioner Wagoner. Carried.

### PUBLIC COMMENT

Stanley Jasinski spoke during public comment.

### ROAD & BRIDGE

Road and Bridge Superintendent Jim Hansen gave the Board an update on the Road & Bridge Department. The Board would like to have the Wyoming Department of Transportation attend the next meeting to discuss upcoming projects. This will be added under old business for the next meeting.

### FAIRGROUNDS UPDATE

Fair Board members David Klme, Billy Jackson and Francie Hamilton came before the Board to give an update on the indoor arena and the Fairgrounds. Commissioner Huber moved to allow the Fair Board to receive their \$10,000 for the Fair expenses, seconded by Vice-Chairman Borton. Carried. moved to approve the credit card pre-authorization, for QuickBooks, in the amount of \$400 +/- some, seconded by Commissioner Taylor. Carried.

### PREVENTION MANAGEMENT

Community Prevention Specialist Kristi Lipp discussed the spending of Problem Gambling funds. The Board had received and possibility of 21 Wellness working with the Communities of Upton and Newcastle on ways to spend these funds. Bob Bonnar, editor for the News Letter Journal, put together a proposal for advertising with these same funds. Commissioner Todd moved to a lot of Gambling Funds to the 21 Wellness coalition to let the professionals spend the funds, seconded by Commissioner Wagoner. Discussion ensued. Ayes: Wagoner, Todd, Nays: Huber, Taylor, Borton. Failed. The Board would like to put a proposal together and bring it to the next meeting. This will be added under Old Business for the next meeting.

### INFORMATIONAL – ARTICLE 3 SECTION 3 – COUNTY SENATOR & COUNTY REPRESENTATIVE VACANCIES

William Curley let the Board know that Citizens of Weston County will be coming to the Board with a Proposed Resolution declaring Vacancies and Mr. Curley would like the Board to pass this Resolution. Discussion ensued.

### RARE EARTH UPDATE

Roger Connet came before the Board to give an update on Rare Element Resources.

### OLD BUSINESS

EMPLOYERS' COUNCIL RENEWAL  
Commissioner Huber let the Board know that the Companies that she researched were not good for Weston County. She has contacted Marsha Ramono who will contact with Weston County as our HR person. She assessed out her resume and would like the Board to interview her at the next meeting. This will be added under Old Business for the next meeting.

### HANDBOOK PRINTING BIDS

Commissioner Huber collected two bids for printing the Employee Handbook. The first one was from Sagebrush Marketing for \$733.20 and the second was from Wilder Graphic Design for \$1,415.97. Commissioner Huber moved to have Sagebrush Marketing to print the new Handbooks for \$1,200 and pay for the rest out of financial admin, seconded by Vice-Chairman Borton. Discussion ensued. Carried.

### EXECUTIVE SESSION

Commissioner Todd moved to go into Executive Session per W.S. 16-4-405(a) (ii) & W.S. 16-4-405(a) (iii), seconded by Vice-Chairman Borton. Carried. Executive Session began at 11:35 a.m. and reconvened into regular session at 11:52 a.m. Matters concerning potential litigation and personnel were discussed in Executive Session, no action was taken.

### VAULTSIDE

This will be added under Old Business for the next meeting.

### ATTORNEY ATTENDANCE AT MEETING

Attorney Stulken let the Board know that there will be someone from his office at the meetings.

### SECURITY POLICY

The Board would like Sheriff Bryan Colvard to explain the need for the Newcastle Police Department Officers to have keys to the Courthouse.

### NEW BUSINESS

The Board signed the Updated Weston County Employee Handbook dated January 16, 2024.

### PUBLIC COMMENT

Ron Briggs spoke during public comment.

### COMMISSIONER COMMENTS

Commissioner Todd spoke during Commissioner Comments.

### AP VOUCHERS

Commissioner Wagoner pulled warrant #71907 for discussion. The Board would like to put Homeland Security Coordinator Gilbert Nelson on the agenda for the next meeting to discuss this with him.

Commissioner Todd moved to approve the AP Vouchers, seconded by Vice-Chairman Borton. Carried.

### VOUCHERS

06GNCPERS, financial admin, \$256.00, AFLAC, payroll ded, \$3,055.37, Great-West Trust Company LLC, payroll ded, \$870.00, New York Life, financial admin, \$512.59, WEBT, financial admin, \$91,264.50, Weston County Clerk, financial admin, \$53,463.57, WY Child Support Enforcement, payroll ded, \$550.00, WY Department of Workforce Services, payroll ded, \$2,243.91, WY Retirement System, payroll ded, \$41,109.54, Aaron, juror, \$60.00, Alan Parks, juror, \$35.40, Alice Wright, juror, \$30.00, Allen Dixon, juror, \$60.00, Alyssa Lichtenberger, juror, \$30.00, Anna Logan, juror, \$30.00, Austin Machacek, juror, \$36.03, Barbara Riggs, juror, \$30.00, Billie Rose, juror, \$64.84, Brian Yeager, juror, \$60.00, Courtney Benschopf, juror, \$30.00, Craig Busch, juror, \$30.00, David Kiesling, juror, \$30.00, David Wolfe, juror, \$30.00, Dennis Merritt, juror, \$30.00, Donald Dilis, juror, \$30.00, Earl Jensen, juror, \$65.51, Ellen Butts, juror, \$30.00, Esther Ferguson, juror, \$30.00, Francie N Gregory, juror, \$30.00, Carlie West, juror, \$30.00, Giesse Fullerston, juror, \$30.00, Hale Redding, juror, \$60.00, Hayden Overman, juror, \$30.00, Holly Rogers, juror, \$60.00, Janette Jones, juror, \$40.05, Jennifer R Proffer, juror, \$60.00, Jeremy Richardson, juror, \$30.00, Joseph C Ben, juror, \$46.75, Jodie Hanston, juror, \$30.00, Julieta Huey, juror, \$30.00, Justin Daigh, juror, \$30.00, Kandace Mefford, juror, \$41.39, Karanina Meader, juror, \$30.00, Kathleen E Murray, juror, \$30.00, Kathleen Haymaker, juror, \$30.00, Kelly Wellman, juror, \$60.00, Kenneth Smith, juror, \$60.00, Kristen Kohlieman, juror, \$30.00, Lisa Lan, juror, \$60.00, Marlon Cotterman Young, juror, \$30.00, Mary Sepke, juror, \$40.05, Matthew Pzanski, juror, \$30.00, Megan Gordon, juror, \$78.91, Paula M Carr, juror, \$106.90, Raley Hampton, juror, \$37.37, Robert Goodart, juror, \$30.00, Rodney Dowling, juror, \$30.00, Sandra Vandeventer, juror, \$43.40, Scott Sewell, juror, \$139.06, Shane Cernak, juror, \$30.00, Shavlin D Jerry, juror, \$30.00, Stacy Farnsworth, juror, \$30.00, Steven Gale, juror, \$60.00, Tanner Johnson, juror, \$30.00, Terry Debert, juror, \$30.00, Tracy Wickelsham-Frey, juror, \$136.38, Vonda Enaman, juror, \$30.00, William Hallett, juror, \$60.00, Ad Pro, clk sup, r&b maint, assr supp, law brd prisoner, \$331.71, Advanced Drug Testing, r&b cntret, \$62.40, Alpha Communications, law enf/lower rent, \$55.00, Amber Green, crtsse other empl, \$110.00, American Solutions for Business, crtsse supp, \$634.51, Angela Phillips, p-hlth nile/trvl, \$37.52, Applied Concepts, misc exp, \$7,117.50, Archivesocial, sheriff spec exp, \$5,988.00, AT&T Mobility, hlndsd sec exp, maint comm, shrf comm, \$1,621.78, Ban Document Destruction, crtsse misc, \$39,390, Black Hills Chemical & Janitorial, law enf brd of prisoners, \$748.36, Black Hills Energy, annx util, bldg & grnds maj rep, crtsse util, fair util, hlndsd sec exp, law enf util, p-hlth util & em prep, r&b util, misc spec sup, \$7,465.52, Blue Day Cleaning, annx misc, \$390.00, Bomagroup, crtsse janitor supp, r&b repair/maint, \$355.73, Byrand Streeter, arpt cntret wages, \$1,731.71, Cambria Discount Drug, jul med, \$97.48, Cambria Supply, r&b repair/maint, \$8.00, Carmen Simon, p-hlth comm, p-hlth em prep, \$641.68, City of Newcastle, annul crtsse util, fair util, law enf util, p-hlth util, r&b util, misc spec proj, \$1,114.93, Clerk of District Court, juror/wtms, \$68.31, Clinical Lab of Black Hills, coroner autopsy, \$3,962.00, Collins Communications Inc, crts crt comm, fair util, \$155.00, Countryside, bldg & grds maj rep, \$90.00, Crook Co Family Violence, ce fully violence, Culligan Water Conditioning, annx misc, r&b supp, \$28.00, Dakota Fluid Power, r&b repair/maint, \$674.54, Day Law, special atty, \$400.00, Deckers Market, annx misc, ed education & 4H support, \$62.70, Denette J Price, tres mile/trvl, \$38.86, Double D, crtsse supp, r&b oil/gas/lube, p-hlth immunuz, \$2,717.13, Eastern WY Equipment Company, r&b oil/gas/lube, & repair/maint, \$242.05, Eaton Sales & Service, r&b fuel tank, \$1,427.75, Emanuel Pins, hlndsd sec exp, \$795.00, Fenoff Consulting, sheriff m, \$30.00, First Northern Bank of WY, atty office equip/tech, law enf brd of prsur, \$121.56, Fisher Sand & Gravel, fed min roy black thunder brdg, r&b gravel/rd intrl fund, \$11,123.19, Godfrey Brake Service & Supply, r&b repair/maint, \$440.00, Golden West Technologies, annx comp softwr lic, crtsse comp softwr lic, p-hlth comm & em prep, shrf spec office equip, \$18,954.05, Grinnis Pump & Industrial Supply, arport fuel tank maint, \$780.48, HecHogg, dist crt spec atty, \$27.00, Humphrey Law LLC, dist crt spec atty, \$1,920.10, Hurricane Services 21 LLC, bldg & grnds maj rep, \$405.00, Inberg-Miller Engineers, rd fund, \$2,940.60, Inland Truck Parts, r&b repair/maint, \$50.00, Jennifer Liggett, crtsse other empl, \$80.00, Job Job Inc, misc comp softwr lic, \$398.25, Kara L Lopez, fair shry, \$1,155.00, KASL, p-hlth em prep, \$390.00, Leads Online, sheriff spec exp, \$2,237.00, Liberty Law Offices PC, dist crt special atty, \$4,227.57, Marco Inc, annx comp softwr lic, \$113.88, Max Masters, gis dist records, \$1,000.00, Meridian Mortuary, coroner fees, \$295.00, MG Oil Co, r&b oil/gas/lube, \$183.15, Minuteman Lube Center, shrf veh maint/fuel, \$129.99, Monument Health, coroner autopsies, \$1,383.00, Nathan Todd, mile trvl, \$116.58, Newcastle Ace Hardware, crtsse repair/maint, fair repair/maint, law enf repair/maint, \$733.48, Newcastle Equipment Co, r&b repair/maint, \$45.00, News Letter Journal, misc print/publ, p-hlth em prep, r&b supp, \$680.99, Norco Inc, fairgrounds admin, \$142.27, Perspective Enterprises, misc spec proj, \$897.00, Pizza Barn, hlndsd sec exp, \$193.00, Plausman, clerk misc, \$180.70, Postmaster, p-hlth comm, \$410.00, Powder

River Energy Corporation, arprt util, fair util, hlndsd sec exp, law enf util, p-hlth comm & util, r&b util, misc spec proj, \$3,520.26, Power Plan OIB, repair/maint, \$1,134.16, RANGE, arprt comm, assr comm, atty comm, clk comm, crtsse comm, dist crt comm, ext comm, fair util, hlndsd sec exp, law enf util, p-hlth em prep & util, r&b comm, shrf comm, tres comm, misc spec proj, \$3,205.09, Rapid Delivery, r&b post/freight, Rapid Fire Protection, bldg & grnds maj rep, \$1,520.00, Reserve Acct-Pitney Bowes, crtsse post/freight, \$2,000.00, Ricks Electric, dispatch exp, \$6,399.28, Ringer Law, dis crt special atty, \$695.00, Rocky Mountain Propane, arport util, \$2,199.45, Sagebrush Marketing, fair admin/fees, \$100.00, SD Overhead Doors, arport repair/maint, \$152.50, Self Storage LLC, gen elctn misc, \$150.00, Servall Uniform/Linen Co, fair repair/maint, \$99.47, Stephens-Peck, crtsse supp, \$125.00, Summit Plumbing & Heating, law enf repair/maint, \$311.63, Sundance Extinguisher LLC, bldg & grnds maj repair, \$88.00, Syn-Tech Systems, r&b fuel tank maint, \$229.00, Tannay Cleverton, tres mile/trvl, \$38.86, Thermo Scientific Portable Analytic, shsp, \$36,779.57, Top Office Products, crtsse supp, dist crt supp, \$958.45, Town of Upton, upton comm cnt, upton landfill, \$2,193.75, University of WY Extension, 4-h ed salary, \$5,833.50, Upton Co-op Assn, r&b oil/gas/lube, \$28,039.36, Upton Senior Center, upton sr citizens, \$31.25, Verizon Wireless, fair repair/maint, p-hlth em prep & mch grant, \$284.55, Visionary Communications, annx comm, \$165.60, Voelkers Autobody, shrf veh maint/fuel, \$263.95, WC Sheriff's Search & Rescue, coroner rent, West End Water District, arprt util, \$62.00, Western States Livestock Rural Enf Assoc, sheriff school, \$200.00, WC 4-H Council, ext 4h support & education, \$286.86, WC Gazette, misc print/publ, p-hlth em prep, assr supp, misc adverts tax sls, \$890.00, WC Health Services, r&b cntret/equip/br, in home health, 1,550.00, WC Hospital District, prevention management, \$18,182.64, WC Humane Society, humane soc, \$750.00, WC Road & Bridge, law enf, maint veh main/fuel, shrf veh maint/fuel, assr veh maint/fuel, \$3,840.87, WC Senior Services, law enf brd of prisoner, newe sr crtsz & meals, \$8,372.50, Woody's Food Center, law enf brd of prisoners, r&b supp, \$462.00, WY Behavioral Institute, ward-involunta, \$1,508.00, WY Co Treasures Assoc, mile/trvl, \$200.00, WY Coroners Assoc, coroner fees, \$175.00, WY Department of Health, p-hlth mch grant & mile/trvl, \$112.50, WY Machinery Co, r&b repair/maint, \$6,595.20, WY Network, financial admin, \$270.00, WY Public Health Div, p-hlth supp, \$97.00, WY Dept of Rev, fairgrounds util, \$12.00, Net Payroll, \$185,023.42.

With no further business, the meeting was adjourned at 12:58 p.m.

Don Taylor  
Chairman

Attest: Becky Hadlock

Weston County Clerk

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