

LEGAL NOTICE

OFFICIAL MINUTES OF THE REGULAR MEETING OF THE BOARD OF WESTON COUNTY COMMISSIONERS, WESTON COUNTY, WYOMING January 6, 2026

The regular meeting of the Weston County Board of Commissioners was called to order by Chairman Nathan Todd at 9:00 a.m. at the Weston County Courthouse. Commissioner Ed Waggoner, Mary Erman, Garrett Borton and Vice-Chairman, Attorney Michael Snulken and Clerk Becky Hadlock were present. Garrett Borton opened the meeting with prayer, and Nick Trandahl led the Pledge of Allegiance.

APPROVAL OF AGENDA

Chairman Todd asked to remove Oasge Improvement Discussion from the agenda. Commissioner Erman moved to approve the agenda as amended; seconded by Vice-Chairman Waggoner. Carried.

ELECTION OF OFFICERS

Vice-Chairman Waggoner nominated Commissioner Todd for Chairman. Commissioner Erman moved to cease nominations. Carried. Commissioner Todd voted as Chairman. Commissioner Borton nominated Commissioner Waggoner for Vice-Chairman. Commissioner Erman moved to cease nominations. Carried. Commissioner Waggoner voted as Vice-Chairman.

AP VOUCHERS

Chairman Borton moved to approve the AP Voucher minus Mondell Heights in the amount of \$2,402.70. None in the amount of \$14,027.75 and the Natural Resource District in the amount of \$1,106.25 and exclude all associated Airport and Ad Pro vouchers; seconded by Vice-Chairman Waggoner. Carried.

Vice-Chairman Waggoner moved to pay voucher relating to the Airport and Ad Pro with Commissioner Borton and Commissioner Erman recusing themselves due to a conflict of interest; seconded by Commissioner Huber. Carried.

PAYROLL AND VOUCHERS

Commissioner Huber moved to approve Payroll and Vouchers; seconded by Commissioner Borton. Carried.

PUBLIC COMMENT

Stacy Jenkins spoke about the January 6, 2021, riot during public comment.

MINUTES OF DECEMBER 16, 2025

Commissioner Erman moved to approve the minutes of December 16, 2025, as amended; seconded by Commissioner Borton. Carried.

EXECUTIVE SESSION MINUTES OF DECEMBER 16, 2025

Commissioner Erman moved to approve the Executive Session minutes of December 16, 2025; seconded by Commissioner Borton. Carried.

COLLECTIONS FOR COUNTY CLERK, CLERK OF DISTRICT COURT, PUBLIC HEALTH, SHERIFF & AIRPORT

Commissioner Borton moved to approve collections for the County Clerk in the amount of \$8,591.53, Clerk of District Court in the amount of \$1,314.04, Public Health in the amount of \$705.00 and the Sheriff in the amount of \$565.00; seconded by Vice-Chairman Waggoner. Carried. Commissioner Erman moved to approve collections for the Airport in the amount of \$275.00; seconded by Commissioner Huber. Commissioner Borton abstained. Carried.

BOARD'S SIGNATURE ON TREASURER'S REPORTS

Commissioner Huber moved to approve the Board's signature on the Treasurer's Reports; seconded by Commissioner Borton. Carried.

CREDIT CARD PRE-AUTHORIZATION - WESTON COUNTY ATTORNEY'S OFFICE VICTIM WITNESS & ASSESSOR'S OFFICE

Commissioner Erman moved to approve the credit card pre-authorization request for the Weston County Attorney's Office Victim Witness and the Weston County Assessor's Office; seconded by Commissioner Borton. Carried.

BOARD'S SIGNATURE ON RESOLUTION 004-1 - AMENDMENT TO THE 2025-2026 BUDGET

The Board would like to have the donations added to the line item with an acceptance agreement and if the donors are ok, the board would like to acknowledge them for the donation.

BOARD APPOINTMENT - WESTON COUNTY SOLID WASTE BOARD

Commissioner Erman moved to appoint Mr. Tedder to the Weston County Solid Waste Board; seconded by Commissioner Borton. Vice-Chairman Waggoner recused himself from voting. Carried.

BOARD APPOINTMENT - FAIR BOARD

The Board would like to invite Mr. Tedder to the next meeting to have a conversation with him about his interest in serving on the Fair Board prior to appointment. Commissioner Erman moved to invite Mr. Tedder to the next meeting; seconded by Vice-Chairman Waggoner. Carried.

OFFICIAL NEWSPAPER

Bids were requested from the two newspapers that are published in Weston County. A specific set of minimums were given to each requesting submission of a cost per column inch and to include a total cost for publishing that set of minutes. A bid was received from the Weston County Gazette in the amount of \$6.00 per column inch with a total cost to publish the sample of \$369.00, with a paid circulation of 356. A quote was received from the News Letter Journal in the amount of \$10.50 per column inch with a total cost to publish the sample of \$1,260.00, with a paid circulation of 1126. Commissioner Erman moved to appoint the Weston County Gazette as the official Weston County newspaper in 2026; seconded by Vice-Chairman Waggoner. Discussion ensued. Ayes: Waggoner, Todd, Erman, Nays: Borton, Huber. Carried.

VICTIM WITNESS - RETIREMENT

Chairman Todd read an email from Megan Hughes, Deputy Director of Division of Victim Services, explaining where the remaining amount of the Victim Witness Services Coordinator Stephanie Martine's retirement should be funded from. The Board discussed the grant and how this needed to be done better at budget time.

HOMELAND SECURITY UPDATE

Homeland Security Coordinator Gilbert Nelson came before the Board and gave an update on the power outage that occurred on November 13, 2025. Coordinator Nelson would like for the Department Heads and the Board to get together and update the Courthouse Emergency Plan. Coordinator Nelson also invited the Board to attend the LEPC meetings. Coordinator Nelson would like to receive pre-authorization from the Board to use the County credit card to purchase meals for emergencies and meetings for training. The Board would rather the venue submit a voucher for the meals as the funds in his budget are to be used for Homeland Security.

ROAD & BRIDGE

Road and Bridge Superintendent Jim Hansen gave the Board an estimate of \$40,000 - \$45,000 for two permanent culverts for the Green Mountain bridge. Commissioner Erman moved to take the funds for the Green Mountain bridge out of the Local Assistant & Tribal Account; seconded by Commissioner Huber. Carried. Superintendent Hansen let the Board know that one of the 2006 John Deere motor graders needs repaired and gave them a few options. The Board would like to have Superintendent Hansen get bids for a new motor grader. Superintendent Hansen let the Board know they are still working on locating the easements for Kenwood Drive. This will be added under Old Business. Superintendent Hansen will get the corrected documents from Engineering Services and then present them again to the Board.

REVIEW HOMELAND SECURITY COORDINATOR/MAINTENANCE FOREMAN JOB DESCRIPTIONS

The Board discussed the Homeland Security Coordinator job description with Coordinator Nelson. The Board asked who would be in charge while he is out of State. Coordinator Nelson explained this is all in the County Operations Plan and he is always in contact with the Sheriff when he is gone. Commissioner Erman asked Coordinator Nelson if he takes vacation when he is working for the American Red Cross and he explained that Sheriff Colvard feels that this is free training and he gets paid while he is gone. Coordinator Nelson will give the Board an overview of everything he learned while he was gone at the next meeting. The Board would like to have a workshop to work on the job descriptions of the Homeland Security Coordinator and the Maintenance Foreman.

NON-COMPLIANCE DISTRICT UPDATE

Weston County Health Services CFO Paul Mastellano and CEO Cathy Harbarger came before the Board to discuss their status with the Department of Audit. The Board explained that they do not want to dissolve any of the three boards that are currently non-compliant but must follow the State Statutes. The Board will invite the Cambria Improvement District and the Combined Communications Joint Powers Board to the next meeting to discuss their non-compliance as well.

MONDELL HEIGHTS LLC VOUCHER

Commissioner Borton moved to approve the Mondell Heights voucher in the amount of \$2,402.70; seconded by Commissioner Erman. Discussion ensued. Carried.

OLD BUSINESS

NONE

NEW BUSINESS

NONE

PUBLIC COMMENT

Tail Administrator Jason Jenkins let the Board know he did not have anything to report on.

COMMISSIONER COMMENT

Vice-Chairman Waggoner spoke about the e-mail from WCCA executive director Jeremiah Rieman about the possibility of exploring the idea of a potential sister-county relationship with Japan. Vice-Chairman Waggoner also reminded the Board of the Joint Appropriations meeting on January 17th at 8:30 a.m. talking about Direct Distribution cuts where Weston County is expected to lose \$200,000.

VOUCHERS

066-NCPEERS, financial admin, \$272.00, AFLAC, payroll ded, \$3,546.49, Empower Trust CO LLC, deferred comp, \$820.00, New York Life, financial admin, \$512.59, WEBT, financial admin, \$86,693.71, Weston County Clerk, financial admin, \$48,245.51, WY Child Support Enforcement, payroll ded, \$550.00, WY Department of Workforce Services, payroll ded, \$2,240.30, WY Retirement System, payroll ded, \$41,121.21, 21 ELECTRIC LLC, bldg/grnds, \$829.65, AD PRO, misc dept suppl, \$1,029.60, ADVANCED COMMUNICATIONS, hmlnd sec, law enf, \$272.00, ADVANCED DRUG TESTING INC (ADT), r&b, carter, \$31 AMERICAN SOLUTIONS FOR BUSINESS, crtshe suppl, \$129.27, AT&T MOBILITY, gen dept comms, \$1,196.38, BLACK HILLS CHEMICAL & JANITORIAL, law enf brd of prison, \$1,310.18, BLACK HILLS ENERGY, gen dept unit, \$5,062.89, BOJABARS, r&b repair, \$109.94, BROOKLYN DELAROSA, annex carter wages, \$400.00, BYRAND STREETER, airport contract wages, supplies, \$2,170.39, CAMBRIA DISCOUNT DRUG LLC, law enf med, \$54.49, CHARARTEX, law enf brd of prison, \$292.60, CITY OF NEWCASTLE, gen dept unit, \$1,335.40, COLLINS COMMUNICATIONS INC, dist crt comms, \$110.00, CREATIVE PRODUCT SOURCE, hmlnd sec expense, \$641.19, CULLIGAN WATER CONDITIONING, r&b supp, victim witness, \$28.90, DECKERS MARKET, ext nutrition ed, r&b suppl, \$49.86, DOUBLE D, r&b repair, bldg/grnds, crtshe suppl, \$5,184.19, EASTERN WY EQUIPMENT CO, r&b repair, \$313.12, ENGINEERING ASSOCIATES, r&b carter wages, \$5,133.58, ERIN PERSCHKE, ext hr ed, \$106.40, FIRST NONBANK BANK, gen dept unit, \$657.80, FISHER SAND & GRAVEL, r&b gravel, \$30,464.40, GOLDEN WEST TECHNOLOGIES, annex comp, misc comp, pub hlt comms, sheriff spec off, \$819.50, GRDMS PUMP & INDUSTRIAL SUPPLY, r&b carter, \$306.00, HUMPHREY LAW LLC, dist crt spec army, \$1,556.24, HURRICANE SERVICES 21 LLC, bldg/grnds, \$2,011.90, IAAO, assr mltg/trvl, \$255.00, JUB JUB, misc comp soft, \$90.00, KIMBERLY JENKINS, mess mltg/trvl, \$40.60, LIBERTY LAW OFFICES PC, dist crt spec army, \$1,901.57, MARCO, army office equip, \$152.65, MAX MASTERS, gis land record, \$2,000.00, MG OIL COMPANY, r&b repair, \$4,511.80, MERIDIAN MORTUARY, coroner fees, \$295.00, MINUTEMAN LUBE CENTER, sheriff veh maint, \$267.98,

MONDELL HEIGHTS LLC, misc co ward, \$2,402.70, NEWCASTLE ACE HARDWARE, gen dept supp, \$275.52, NEWCASTLE MOTORS, r&b veh maint, \$155.93, NEWS LETTER JOURNAL, r&b carter, \$25.00, NMS LABS, coroner autop, \$169.00, PITNEY BOWES - RESERVE ACCOUNT, crtshe post, \$5,000.00, PLAINSMAN, crtshe prev fund, \$674.33, POWDER RIVER ENERGY CORP, gen dept unit, \$1,559.85, POWER PLAN OIB, r&b repair, \$2,792.17, RANGE, gen dept comms, \$2,581.93, RAPID FIRE PROTECTION, bldg/grnds, \$1,485.00, REECE CHILDRESS, crtshe carter wages, \$505.00, ROADRUNNER DISPOSAL SERVICE, airport unit, \$60.00, SELF STORAGE, LLC, elctm misc, \$200.00, SERVALL UNIFORM/LINEN CO, law enf repair, bldg/grnds, \$149.62, SMITH PSYCHOLOGICAL SERVICES, law enf prev emp, \$400.00, STEPHANIE MARTINEZ, victim witness, \$119.18, SUNDANCE EXTINGUISHER LLC, airport repair, bldg/grnds, \$425.50, TAMMY CLEVERDON, treat mltg/trvl, \$40.60, TIMBERLINE SERVICES, r&b gravel, \$3,549.96, TOP OFFICE PRODUCTS, ext copier, dist crt suppl, crtshe suppl, \$661.50, UNIVERSITY OF WY EXTENSION, dist crt sal, \$5,833.50, UPTON CHAMBER OF COMMERCE, Q2FY26, \$575.00, UPTON CO-OP ASSN, r&b fuel, \$26,406.38, VISIONARY COMMUNICATIONS, annex comms, \$165.60, VOELKERS AUTOBODY, r&b veh maint, \$40.00, WESTON COUNTY HEALTH SERVICES IN HOME SERVICES, Q2FY26, \$1,500.00, WC&PAA, army assoc dues, \$200.00, WEST END WATER DISTRICT, airport unit, \$60.00, WESTON CO SCHOOL DIST #7, prevention mng, \$6,260.33, WESTON COUNTY 4-EL COUNCIL, ext ed, 4EL support, \$63.65, WESTON COUNTY GAZETTE, gen dept advtrts/suppl, \$344.40, WESTON COUNTY HEALTH SERVICES, r&b carter, \$108.00, WESTON COUNTY PHARMACY, law enf jail med, \$64.06, WESTON COUNTY ROAD & BRIDGE, gen dept fuel, \$3,298.62, WESTON COUNTY SR SERVICES, law enf brd of prison, \$2,478.00, WHEELER LUMBER, r&b lmb, \$5,481.61, WOODY'S FOOD CENTER, annex jan suppl, airport jan suppl, crtshe jan suppl, ext support, \$184.72, WY DEPT OF HEALTH/RENAL, pub hlt, \$297.24, WY DEPT OF TRANSPORTATION, r&b old lwy \$5, \$2,645.51, WY DEO airport tank maint, \$400.00, WY MACHINERY CO., r&b repair, \$3,706.24, WY NET-WORK, misc financial admin, \$270.00.

With no further business, the meeting was adjourned at 3:27 p.m.

Nathan Todd

Chairman

Attest: Becky Hadlock

Weston County Clerk

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