

# LEGAL NOTICE

## OFFICIAL MINUTES OF THE REGULAR MEETING OF THE BOARD OF WESTON COUNTY COMMISSIONERS, WESTON COUNTY, WYOMING March 18, 2025

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. Commissioners Ed Wagoner, Marty Ertman, Garrett Borton and Vera Huber, and Clerk Becky Hadlock were present. Commissioner Huber opened the meeting with prayer, and Deputy Clerk Amber Green led the Pledge of Allegiance.

### APPROVAL OF AGENDA

Clerk Hadlock let the Board know that there was a credit card pre-authorization request from Detention that needs added to the agenda, but she is not sure where to add it. The Board would like this to be added to the next agenda. Chairman Todd asked to add Upton Meetings under New Business. Commissioner Ertman asked to add Title 25 Contract with Natrona County, Vaultside Letter, Letter to Mallo and Treasurer's Investments under Old Business. Commissioner Borton moved to approve the agenda as amended; seconded by Commissioner Huber. Carried.

### PUBLIC COMMENT

None

### MINUTES OF MARCH 4, 2025

Vice-Chairman Wagoner moved to approve the minutes of March 4, 2025, as amended; seconded by Commissioner Borton. Carried.

### EXECUTIVE SESSION MINUTES OF MARCH 4, 2025

Commissioner Borton moved to approve the Executive Session minutes of March 4, 2025; seconded by Vice-Chairman Wagoner. Carried.

### RESOLUTION 2025-5 – AMENDMENT TO THE 2024-25 BUDGET

Treasurer Susie Overman asked to be reimbursed for sending Deputy Kim Jenkins to a grant class. Commissioner Borton moved to approve the Board's signature on Resolution 2025-5 – Amendment to the 2024-25 Budget; seconded by Vice-Chairman Wagoner. Discussion ensued. Ayes: Wagoner, Todd, Borton, Huber. Nays: Ertman. Carried.

### AUDIT REVIEW

County Auditor Paul Stille, with Leo Riley & Co., presented the Board with the preliminary copy of the current County audit. Mr. Stille went over some of the highlights of the audit and would like the Board to let him know if they have any questions. Mr. Stille will get the last items submitted and mail the final audit to the Board.

### UPDATE ON NEWCASTLE BLM RMP REVISION, BLACK HILLS NATIONAL FOREST PLAN REVISION, THUNDER BASIN NATIONAL GRASSLANDS & GREATER SAGE-GROUSE EIS

Dru Bower-Palmer with Dru Consulting visited with the Board about the Newcastle BLM Resource Management Plan Revision, Black Hills National Forest Plan Revision, Thunder Basin National Grasslands, Greater Sage-grouse EIS, BLM EIS & Forest Service Old Growth.

### BCBS – PLAN SELECTION

Commissioner Ertman moved that the Employee takes the 3% increase for Blue Cross Blue Shield; seconded by Vice-Chairman Wagoner. Discussion ensued. Carried.

### 4-H UPDATE

4-H/Youth Development Extension Educator Erin Persche gave the Board an update on 4-H.

### JURY TRIAL BUDGET ADJUSTMENT

Clerk of District Court Clerk Riki Kaiser came before the Board to discuss a budget adjustment because of the upcoming jury trial as well as the increase in court appointed attorneys. The Board will make an adjustment after the trial and would like to have a judge come to a meeting and discuss the court appointed attorneys.

### BRIC GRANT UPDATE

The Board would like to have an electrician investigate the generator located at the Law Enforcement building to see if it could be used as a backup for the Courthouse. Also discussed uninterrupted power source for server room.

### ECONOMIC DEVELOPMENT BOARD

Pam Gualtieri came before the Board to give them an update on the newly formed Newcastle Economic Development Board.

### JOB DESCRIPTION/HANDBOOK UPDATE

Fair Board members Francie Hamilton and Billy Jackson came before the Board to discuss the Fairgrounds job descriptions. The Board would like to find out if LGLP approves the current County Handbook and if they would defend it. Discussion ensued about who oversaw the Fair Board employee. The Board encouraged the Fair Board to go and visit the Mallo Board on how their employee is handled.

### MAINTENANCE UPDATE

Maintenance Foreman Brandon Turner let the Board know that the bid for the library windows was short one window. Commissioner Borton moved to pay for the library window in the amount of \$1,038.37 out of the capital projects account; seconded by Vice-Chairman Wagoner. Carried.

Attorney Michael Stulken joined the meeting for the afternoon session.

### OLD BUSINESS

### 3-5 YEAR SURVEY

Clerk Hadlock gave the Board a list of the Department Head and Elected Officials' answers to the survey that Deputy Jenkins sent out.

### PERFORMANCE EVALUATIONS

The Board discussed the three performance evaluations that the Department Heads and Elected Officials chose. Commissioner Ertman moved that the County adopt appraisal #6 as their evaluation form; seconded by Commissioner Huber. Carried. A 30-minute Executive Session will be added to the next meeting so the Board can go over the evaluation of the employees.

### PUBLIC RECORDS FEE SCHEDULE

Clerk Hadlock had several other Counties public record fee schedules for the Board to use as a guide to determine Weston Counties fee schedule. The Board liked Uinta Counties and used it to work from. Clerk Hadlock will have the resolution pertaining to the public record fee schedule ready for the next meeting.

### TITLE 25 CONTRACT WITH NATRONA COUNTY

Attorney Stulken will get this Contract for the Board.

The Board would like to add Treasurer Overman to the next agenda to discuss the investments.

### NEW BUSINESS

### HEALTH INSURANCE CLAIM FORM, T.A. – MEDICAL CARE - \$636.76/ WARRANT #73544

Attorney Stulken will investigate the charges for this and get back to the Board.

### UPTON MEETINGS

Vice-Chairman Wagoner moved to move the second meeting in April which is April 15 and the second meeting in August which is August 19 to the Upton Town Chambers; seconded by Commissioner Ertman. During discussion, this meeting move is pending the availability of the Chambers. Carried.

### DETENTION EMPLOYEES

The Board discussed where the funds would come from and the sustainability if raises were given to the detention employees. Commissioner Huber moved to pull any associated costs associated with the benefits out of Financial Administration to cover the difference that is accrued with the salary increases in the FY24-25; seconded by Commissioner Borton. Carried. Vice-Chairman Wagoner moved to allow Bryan to cut his detention employees from seven to six and raise the starting wages from \$18.92 to \$20.00 an hour for non-certified employees with the top wage for certified employees at \$23.85 for four employees; one position, the corporal's wage top wage at \$24.96; one position for the lieutenant's position top wage at \$27.50; seconded by Commissioner Borton. Carried.

### PUBLIC COMMENT

Walter Sprague was very pleased that the Board gave the raises to the detention officers.

Treasurer Overman came in during public comment and visited with the Board about the investments, what is added and what is taken out of the budget.

### COMMISSIONER COMMENT

Commissioner Ertman stated the Mallo job opening needs to be taken from the website. Chairman Todd reminded the Board about the public hearing on the 31st at 6:00 p.m. for the EMS District.

With no further business, the meeting was adjourned at 3:26 p.m.

Nathan Todd, Chairman

Attest: Becky Hadlock, Weston County Clerk

Publish: April 10, 2025.