



BOARD OF COMMISSIONERS AMENDED AGENDA

DEL SHELSTAD • JIM FORD • BUTCH KNUTSON • KELLEY MCCREERY • BOB JORDAN

April 2, 2024 | Wright Town Hall | 395 Lariat Way, Wright, WY 82732

8:00 AM Board Briefing | 9:00 AM Regular Meeting

CALL TO ORDER

1. Invocation
2. Pledge of Allegiance

CONSENT AGENDA

3. Agreements

- a. Campbell County Coordinated Benefits Trust Agreement between the City of Gillette, Campbell County Health, and Campbell County. No updates have been made to the agreement; this information is provided for historical reference.
- b. Contract for Services Agreement between Personal Frontiers, Inc. and Campbell County regarding the Prevention & Treatment of Problematic Gambling in the amount of \$45,553.22 for the period of April 2, 2024 to June 30, 2025.
- c. Service Order Agreement and Government Entity Addendum to Terms of Service between Sprout Social and Campbell County for archiving, tracking, management, and analytic reports in the amount \$5,145.00 for the period of April 8, 2024 to April 7, 2025.
- d. Wright Community Assistance - County 1% First Amendment to increase the contract amount from \$10,000 to \$26,500

4. Budget Line Item Transfers

- a. Fleet
Transfer \$1,200.00 from 100016-65000 Vehicle Maintenance to 100016-65180 Tires
- b. Library
Transfer \$1,500.00 from 100711-62450 EE Dev Meet Trav Meal Lodg to 100711-62760 Office Equip Maint Contracts
Transfer \$1,000.00 from 100711-62450 EE Dev Meet Trav Meal Lodg to 100711-62000 Postage & Freight
- c. Public Works/Facilities
Transfer \$20,000.00 from 100084-62120 Fire Suppressions Systems Project 08424001-Fire Systems to 100084-68120 IT Server HVAC Upgrade Project 08424010-Courthouse
Transfer \$7,000.00 from 100084-68120 HVAC Controller Upgrade Project 08424010-Courthouse
- d. Sheriff
Transfer \$10,000.00 from 100051-64150 Gasoline to 100052-62500 Prisoner Transport/Extrad

5. Cancellation/Rebate of Taxes

- a. #2021-331

6. Capital Requests

- a. Fleet - Change of Capital Request to reallocate leftover funds from an up-fit of van and

truck trade for Coroner and Public Works, account 120121-68210, to purchase a duplex printer/scanner in the amount not to exceed \$5,000

7. Comment Letters

- a. Letter of Support: AND3 Innovations Application for match funding of private investment from the Wyoming Energy Authority (WEA)
- b. Letter of Support: Town of Wright – Application for a 'Business Ready Community Planning Grant' to the Wyoming Business Council

8. Contingency Funding Requests

- a. Fair - To replace worn and weather-damaged mats for the 2024 Fair in the amount of \$5,000.00; transfer from 100013-69800 Contingency to 100731-64000 Supplies.
- b. Sheriff - To purchase 18 tablets for officers to maintain Criminal Justice Information Systems (CJIS) compliance; transfer \$81,504.00 from 100013-69800 Contingency to 100231-68220 Capital Outlay-Computer/Tech Equip.

9. Hand Warrants

Campco Federal Credit Union	\$150.00
Campbell County Clerk Tax Account	\$313,038.52
Campbell County Treasurer - FLX/HSA	\$43,619.19
Great West Trust Company	\$28,050.00
Sheridan County Circuit Court	\$333.19
Wyoming Child Support	\$1,171.88
Campbell County Clerk Tax Account	\$319.14
First American Title Insurance Co.	\$702,377.00
AFLAC	\$32.38
Campbell County Clerk Tax Account	\$26,036.58
CCEBT - Health/Dental/AFLAC	\$774,874.13
Campbell County Treasurer - FLX/HSA	\$1,662.49
Delta Dental of Wyoming	\$1,778.40
Great West Trust Company	\$1,625.00
HM Life Insurance	\$175,142.73
Gallagher Benefit Services	\$21,218.04
VSP of Wyoming	\$8,190.80
Wyoming Retirement Life Systems	\$480.00
Wyoming Retirement System	\$485,529.16

The following are the claims for Part-Time Employees summarized by department for February 2024; Sheriff-Detention, 1,753.77; Sheriff-24/7, 360.76; Public Works, 3,927.63; Coroner, 2,390.00; Extension, 765.00; District Clerk of Court, 1,572.54; Public Health, 2,850.29; Children's Center, 16,303.48; Museum, 2,788.03; Fair, 1,134.25; Library, 51,607.60; Parks & Recreation, 69,029.89.

10. Job Descriptions

- a. Updated Juvenile Probation Job Descriptions; changes do not require reappointing. Juvenile Probation Officer, Juvenile Diversion Officer, and Juvenile Diversion Officer, Senior

11. Minutes

- a. Board of Commissioners - Public Land Board Meeting 3/14/2024
- b. Board of Commissioners - Directors Meeting 3/18/2024
- c. Board of Commissioners - Regular Meeting 3/19/2024
- d. Board of Commissioners - Museum Board Meeting 3/19/2024
- e. Board of Commissioners - Public Health Board Meeting 3/21/2024

- f. Board of Commissioners - Library Board Meeting 3/25/2024
- g. Board of Commissioners - Special Meeting, Parks and Recreation Board Meeting 3/25/2024
- h. Board of Commissioners - Senior Center Board Meeting 3/27/2024
- i. Board of Commissioners - Children's Developmental Services Board Meeting 3/27/2024
- j. Board of Commissioners - Special Meeting, Cap Tax Ballot Propositions 3/28/2024

12. Monthly Reports

- a. Treasurer - February 2024

13. Payroll Payments

- a. 3/07/2024; 3/21/2024; 3/28/2024

14. Position Vacancy Justifications

- a. Commissioner's Office - Administrative Assistant
- b. Juvenile Services - Juvenile Diversion Officer
- c. Parks and Recreation - Golf Course Supervisor
- d. Road and Bridge - Equipment Operator

VOUCHERS

- 15. Vouchers

CALENDAR OF EVENTS

- 16. Commission Calendar
 - a. National Public Health Week: April 1-7, 2024

REGULAR BUSINESS

- 17. **9:05 Sexual Assault Awareness Month Proclamation** - *Shawna McWilliams*
- 18. **9:10 Children's Developmental Services: Week of the Young Child Proclamation** - *Nathan Grotrian*
- 19. **9:15 Motorola Contract, Sole Source Purchase & Contingency Request** - *Sheriff Matheny*
- 20. **9:20 CJSB FY24-26 Renewal Application** - *Jim Lyon/Erica Wood*
- 21. **9:25 District Support Grant, Cental Campbell County I&S** - *Clark Melinkovich*
- 22. **9:30 District Support Grant, Box N Ranch Rd I&S** - *Clark Melinkovich*
- 23. **9:35 District Support Grant, Graceland I &S** - *Clark Melinkovich*
- 24. **9:40 District Support Grant, Rozet Ranchettes I&S** - *Clark Melinkovich*
- 25. **9:45 District Support Grant, Stonegate I&S** - *Clark Melinkovich*
- 26. **9:50 County Audit Bid Award** - *Shelly Edwards*
- 27. **9:55 Board Appointment, Urban Systems Advisory Committee** - *Chairman Shelstad*
- 28. **9:56 Board Appointment, Library Board** - *Chairman Shelstad*
- 29. **10:00 Cap Tax Ballot Proposition** - *Kyle Ferris*

PUBLIC COMMENT

Individuals wishing to provide public comments are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.

- 30. 10:30 Public Comment
- 31. 11:25 Commissioners Final Comments

EXECUTIVE SESSION - Wyoming Statute 16-4-405: Statutory Reasons

- 32.** 11:30 Wyoming Statute §16-4-405 – Statutory Reasons for Executive Sessions
Matters Posing Threat to Security of Public or Private Property, or Threat to Public Access |
Personnel Matters | Pending or Potential Litigation | National Security Matters | Real Estate
– Site Selection or Purchases | Attorney-Client Privileged Information

LUNCH

- 33.** 11:45 Silver Sage Senior Center - 201 Wright Blvd

ADJOURN