

Office of County Commissioners
February 21, 2024
Gillette, Wyoming

The Campbell County Board of Commissioners met in regular session, Wednesday, February 21, 2024. Chairman Shelstad called the meeting to order at 9:00 AM. Marty Crump led the Invocation and the Pledge of Allegiance.

Present were Jim Ford, Bob Jordan, Butch Knutson, Kelley McCreery, Del Shelstad, Commissioners; Sandra Beeman, Deputy Director of Administration; Cindy Lovelace, County Clerk.

Commissioner Ford moved the Board approve all items of the Consent Agenda as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion carried.

CONSENT AGENDA

Agreements

Agreement between Temperature Technology Inc. and Campbell County for the Door Lock Project in the amount of \$488,295.00; Contingency Funds Request approved on 2/06/2024.

Budget Line-Item Transfers

Emergency Management

Transfer \$1,500.00 from 100411-62450 EE Dev Meet Trav Meal Lodg to 100411-62020 Communication/Network

Parks & Recreation

Transfer \$116.00 from 100776-63420 Special Event/Program Cost Project 770776-SPECEVENT-PROGCOST to 100776-62450 EE Dev Meet Trav Meal Lodge Project 770776-EMPL TRAIN-STAFFDEV

Transfer \$232.00 from 100776-63420 Special Event/Program Cost Project 770776-SPECEVENT-PROGCOST to 100776-62450 EE Dev Meet Trav Meal Lodge Project 770776-EMPL TRAIN-TRAVTRAN

Transfer \$476.00 from 100776-63420 Special Event/Program Cost Project 770776-SPECEVENT-PROGCOST to 100776-62450 EE Dev Meet Trav Meal Lodge Project 770776-EMPL TRAIN-MEALSLODG

Public Health

Transfer \$3,437.24 from 100401-60005 Full Time Regular to 100401-60200 Part Time Regular

Transfer \$77,300.00 from 100407-64700 Medical Supplies to 100470-62255 Vaccine

Cancellation/Rebate of Taxes

#2021-319, 2021-320, 2021-321, 2021-322

Contingency Funds Requests

Budgeted: \$150,000

Used to Date: \$1,743.11 Previous FY Invoice for Second Chance Ministries

Amount Remaining if item (AEDs) approved: \$142,888.56.

Human Resources - To purchase AED machines for the Annex Building, not included in the original budget. Transfer \$5,368.33 from 170013-69800 1% Contingency to 170161-66900 1% Emerg/Safety Equip

Hand Warrants

The following are the claims for Part-Time Employees summarized by department for January 2024; Sheriff-Detention, 1,366.08; Sheriff-24/7, 1,397.60; Public Works, 3,813.51; Coroner, 2,320.00; Extension, 159.00; District Clerk of Court, 1,261.26; Public Health, 2,793.01; Children's Center, 12,233.08; Museum, 2,508.51; Fair, 506.25; Library, 58,325.40; Parks & Recreation, 61,962.56.

Minutes

Board of Commissioners - Special Meeting, January 31, 2024

Board of Commissioners - Directors Meeting, February 5, 2024

Board of Commissioners - Regular Meeting, February 6, 2024

Board of Commissioners - Public Land Board Budget Planning Meeting, February 6, 2024

Monthly Reports

Clerk of District Court - January 2024

Sheriff's Office - January 2024

Treasurer's Office - January 2024

Office of State Public Defender

Mallory Riley - Full Time Assistant Public Defender for Sixth Judicial District, pursuant to Wyoming Statutes 7-6-103(f).

Official Bond and Oath

Public Official Bond - Robert C. Jordan, Campbell County Commissioner

Commissioner Ford moved the Board approve the Vouchers as presented. Commissioner Knutson seconded the motion. All voted Aye. Motion carried.

Action Lock Key	Bldg Maint	\$26.95
Advanced Wear Coat	Vehicle/Equip Repair/Maint	\$8,224.50
Alignment Pros	Vehicle/Equip Repair/Maint	\$1,712.38
Alternative Propane	Utilities	\$2,576.00
Amazon Capital Svc	Spec Event / Prog Cost, Supplies, Vehicle/Equip Repair/Maint, Office/ Comp Supplies	\$490.24

American Welding	Supplies	\$61.68
Animal Medical Cntr	Law Enforcement Supplies	\$121.62
Architectural Spec	Cap Outlay - Bldgs Improv	\$683.47
Arrow Printing Grap	Supplies	\$67.00
Bears Naturally	Clothing/Uniforms	\$8.67
Big Horn Tire	Tires, Vehicle/Equip Repair/Maint	\$1,633.38
Black Hills Enrg Gas	Fed Op Grant Pub Works, Utilities	\$18,698.30
Bob Barker Company	Supplies	\$3,451.36
Bomgaars	Spec Event / Prog Cost, Tools	\$162.85
Border States Elec	Bldg Maint	\$165.82
Boys Girls Club Cc	1% Hum Serv & Extern Sub Ab	\$4,570.00
Brown Kennedy Ranch	Royalty Payments/Easements	\$5,172.48
C B Operations	Vehicle/Equip Repair/Maint	\$1,154.56
Camelot Pet Castle	Law Enforcement Supplies	\$263.00
Carrot Top Industrie	Spec Event / Prog Cost, Bldg Maint	\$821.86
CC Chamber Of Commer	Spec Event / Prog Cost	\$50.00
CC Senior Center	1% Senior Citizen Prog.	\$47,459.00
Centurylink Phone	Comm/Net Exp	\$227.99
Certified Lab	Postage & Freight	\$236.44
Charter Comm Cable	Comm/Net Exp, Media/Subs/ Periodical, Utilities	\$1,610.30
City Gillette Misc	Prof Svcs, Comm/Net Exp, Planning Commission-Misc	\$3,365.00
City Gillette Util	Comm/Net Exp, Utilities	\$82,839.74
Clear Creek Counsel	State Op Grant Pub Safety	\$410.00
Climb Wyoming	Fed Op Grant HlthWelCult Rec	\$4,469.85
Coca Cola Bottling	Supplies	\$261.00
Collins Commun	Cap Outlay - Bldgs Improv, Prof Svcs	\$393.88
Communication Tech	Postage & Freight	\$788.42
Contractors Supply	Supplies, Postage & Freight	\$4,254.56
Cordant Health Solut	State Op Grant Pub Safety, Med Srvcs/Claims	\$168.16
Coremr	Software Cost (Subs/Maint)	\$500.00
Corrisoft	Electronic Monitoring	\$237.72
Council Commnity Svc	Fed Op Grant HlthWelCult Rec	\$23,340.17
Cowboy Supply House	Jan Supplies	\$2,361.60
Crum Electric Supply	Fed Cap Grant Pub Safety, Bldg Maint	\$215.32
Cummins Sales Svc	Vehicle/Equip Repair/Maint	\$18,456.07
Custom Graphix Signs	Office/Comp Supplies	\$740.00
Defense Technology	Law Enforcement Supplies	\$7,131.45
Detectachem	Postage & Freight	\$95.12
DISA Global Solution	Supplies	\$962.00
Draggin Towing	Prof Svcs	\$1,434.00

Drivers License Gui	Postage & Freight	\$33.95
Eagle Spec Material	Cap Outlay-Rd Bridge Runwy	\$362,566.49
Ecolab Pest Elimin	Prof Srvc	\$148.28
Employers Council	Assn Dues, Fees and Licensure	\$3,316.67
Employment Test Cntr	Employment Testing/Background	\$220.00
Everything Branded	PubRelations/Promos	\$1,512.80
Espresso Lube	Vehicle/Equip Repair/Maint	\$414.91
Family Health	Med Srvc/Claims	\$8,319.00
Firemaster	Prof Srvc	\$196.50
First Citizens Bank	OfficeEquip/Comp/TechLease	\$16,464.00
First Natl Bnk Visa	PubRelations/Promos	\$8,014.02
Floyds Truck Center	Postage & Freight	\$1,224.66
Galls	Postage & Freight	\$108.63
Gillette News Record	Advert/Publication/LegalNotice,	
	Cap Outlay - Bldgs Improv	\$2,250.80
Gillette Printing	Recog, Apprec Awards	\$77.00
Gillette Reprod Hlth	Fed Op Grant HlthWelCult Rec	\$3,100.00
Gillette Steel	Vehicle/Equip Repair/Maint,	
	Road Materials	\$1,347.30
Gillette Winsupply	Bldg Maint	\$2,654.25
Greasewood Water	Road Materials	\$866.64
Hakert, Richard J.	Royalty Payments/Easements	\$4,038.00
High Glass Window	Jan Supplies	\$2,105.00
Homax Oil Sales	Diesel Fuel, Lubricants	\$37,693.41
Home Fire Foods	Board and Committee Exp, Planning	
	Commission-Misc	\$288.95
Horst Acoustical Co	Bldg Maint	\$1,024.10
Horwath Laundry Eq	Postage & Freight	\$74.14
Humphrey Law	Legal and Court Costs	\$7,223.16
Inland Truck Parts	Vehicle/Equip Repair/Maint	\$1,820.74
Kimball Midwest	Vehicle/Equip Repair/Maint	\$736.35
Knecht Home Center	Bldg Maint	\$58.57
Language Line Sol	Prof Srvc	\$64.80
Lawson Products	Supplies	\$2,505.88
Liberty Law Offices	Legal and Court Costs	\$409.75
Longs Plumbing Heat	Cap Outlay - Bldgs Improv	\$45,753.00
Lowe Roofing	Bldg Maint	\$768.70
MAD Transportation	Prof Srvc	\$300.00
Malloy Electric	Bldg Maint	\$688.68
Manning Wrecker Svc	Prof Srvc	\$150.00
Martinez, Mayra	Prof Srvc	\$142.50
Mckesson Med Surgic	Med Srvc/Claims	\$70.38
Means First Ext Ws	Utilities	\$155.40

Menards Landfill	Supplies	\$434.61
Menards Maint	Supplies	\$1,137.27
Menards Road Bridge	EE Dev Meet Air Meal Lodg	\$140.28
Menards Sheriff	Law Enforcement Supplies	\$27.36
Naramore, James J Md	Med Srvcs/Claims	\$1,000.00
Navajo Trans Energy	Cap Outlay-Rd Bridge Runwy	\$75,127.06
Nelson Auto Glass	Vehicle/Equip Repair/Maint	\$250.00
New Horizons Psych	State Op Grant Pub Safety	\$595.00
Norco	Jan Supplies, Postage & Freight, Supplies	\$1,415.74
North Star Leasing	Vehicle/Equip Repair/Maint	\$207.81
ODP Business Solutio	Office/Comp Supplies, Supplies	\$447.06
Olsen, Sara	EE Dev Meet Air Meal Lodg	\$120.00
One Call Wyoming	Prof Srvcs	\$26.50
Optum Flex	Prof Srvcs	\$180.00
Oreilly Auto Parts	Vehicle/Equip Repair/Maint	\$143.91
Overhead Door Co	Bldg Maint	\$222.90
Paintbrush Services	Prof Srvcs, Vehicle/Equip Repair/Maint	\$795.00
PartsOne LLC	Bldg Maint, Supplies, Tools, Vehicle/ Equip Repair/Maint	\$1,300.16
PB Attorney	Mach/Vehicle/Equip Lease Rent	\$165.54
Personal Frontiers	1% Hum Serv & Extern Sub Ab, Fed Op Grant HlthWelCult Rec, Prof Srvcs	\$13,821.76
PFM Asset Management	Prof Srvcs	\$9,943.65
Pharmchem	Supplies	\$361.00
Plainsman Printing	Postage & Freight	\$3,868.12
Powder River En Cons	Utilities	\$1,437.58
Powder River En Utl	Fed Op Grant Pub Works, Comm/ Net Exp, Utilities	\$21,240.69
Powder River Heating	Bldg Maint, Prof Srvcs	\$7,638.40
Powder River Worksaf	Spec Event / Prog Cost	\$171.00
Proelectric	Vehicle/Equip Repair/Maint	\$319.14
Purvis Industries	Postage & Freight	\$5,231.41
Quality Agg Const	Road Materials	\$2,014.48
Rapid Fire Protect	Bldg Maint	\$170.00
Redwood Tox Product	State Op Grant Pub Safety	\$1,315.00
Reynolds, Mandy M.	Spec Event / Prog Cost	\$179.65
Ricardos Cleaning	Cap Outlay - Bldgs Improv	\$21,150.00
Rocky Mtn Business	Office/Comp Supplies	\$17.60
Serna, Dawn	Jurors & Witness Fees	\$90.00
Servall Uniform	Clothing/Uniforms	\$242.22
Sherwin Williams	Bldg Maint	\$51.47
Smith Psychological	Employment Testing/Background	\$400.00

Source Office Tech	Supplies	\$110.90
Spotted Dog Ent	Clothing/Uniforms	\$240.50
Step Stone Counselin	Med Srvc/Claims, State Op Grant	
	Pub Safety	\$14,536.52
Summit Food Services	Supplies	\$323.07
Taft Engineering	Postage & Freight	\$263.07
TD Invest Rainlocker	Vehicle/Equip Repair/Maint	\$139.79
TD Invest Winland	Vehicle/Equip Repair/Maint	\$15.00
The Grease Barrel	Vehicle/Equip Repair/Maint	\$127.88
Thomas Thomas LLC	Legal and Court Costs	\$1,450.00
Thomson Reuters West	Media/Subs/Periodical	\$908.74
Thyssenkrupp Elevat	CCJPFB Maint	\$577.90
Trinity Services Grp	Food Service and Supplies	\$20,229.58
Tru Tech Products	Bldg Maint	\$11.98
Tucker Electric	Cap Outlay - Bldgs Improv	\$32,988.75
Two Guys Deco	Bldg Maint	\$1,412.86
U S Post Dist Crt	Postage & Freight	\$342.00
United Parcel Serv	Postage & Freight	\$35.19
Urbin Law Office	Legal and Court Costs	\$210.41
Verizon Adlt Drg Crt	Comm/Net Exp	\$146.02
Verizon Public Works	Comm/Net Exp	\$513.53
Vermont Systems	Cap Outlay-Comp/Tech Equip	\$4,970.00
Visionary Broadband	Prof Srvc	\$92.63
Vista Leasing Co	OfficeEquip/Comp/TechLease	\$535.00
Vital Records Cont	Prof Srvc	\$634.64
Waste Connections	Utilities	\$2,228.74
Western Stationers	Supplies, Office/Comp Supplies,	
	Vehicle/Equip Repair/Maint	\$529.65
Whites Energy Motors	Vehicle/Equip Repair/Maint	\$168.00
Work Warehouse	Spec Event / Prog Cost, Clothing/	
	Uniforms	\$355.88
Wright Water Sewer	Utilities	\$528.50
WY Dept Health Prevt	Med Srvc/Claims	\$350.00
WY Dept Revenue Tax	Sales Tax Payable	\$220.39
WY Law Enf Acad Bsic	EE Dev Meet Air Meal Lodg	\$243.50
WY Sec State Notary	Supplies	\$60.00
Wyoming Behavioral	Med Srvc/Claims	\$3,770.00
Wyoming County Comm	EE Dev Meet Air Meal Lodg	\$400.00
Wyoming Machinery	Vehicle/Equip Repair/Maint	\$8,806.02
Wyoming Peace Office	Assn Dues, Fees and Licensure	\$10.00
Wyoming Water Sol	Supplies, Bldg Maint	\$57.28
Youth Emergency Serv	1% Hum Serv & Extern Sub Ab, Fed	
	Op Grant HlthWelCult Rec, Prof Srvc	\$60,719.74

Commissioner McCreery presented Commission Calendar.

Lee Yake provided the Veterans update.

REGULAR BUSINESS

The following employees were recognized for their years of service with Campbell County.

Brad Septka – Landfill Supervisor, Public Works – 5 Years

Tana Thompson – Deputy District Court Clerk III, District Court – 5 Years

Sarah Thrailkill – Physical Therapist, Children’s Developmental Services – 10 Years

Dana Goens – Early Childhood Special Education Instructor, Children’s Developmental Services – 10 Years

Jamie Moody – Occupational Therapist, Children’s Developmental Services – 10 Years

Joshua Knittel – Deputy Sheriff, Sheriff’s Office – 15 Years

Tracey Archer and Treasure Boller from the Extension Office were recognized and presented with the MVP Award.

Commissioner Ford moved the Board approve the Compensation Package for Fiscal Year 2024-2025, with the selection of flat rate-based COLA and percentage based Merit as recommended by the Campbell County Compensation Committee. Commissioner Knutson seconded the motion. All voted Aye. Motion carried.

Commissioner McCreery moved the Board approve the Creation and Classification of the Deputy Director, Library, Pay Grade 111, and approve the Job Description and Salary Range Placement Table, as presented. Commissioner Knutson seconded the motion. All voted Aye. Motion carried.

Commissioner Jordan moved the Board approve the Additional Staffing Hours Request for the Wright Branch Library to increase the Branch Specialist Position from 10 to 20 hours per week to allow expansion for the Young Adult programming and activities, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion carried.

Commissioner Knutson moved the Board approve the reappointing of the Juvenile Diversion Officer from Pay Grade 107 to 108 and the Juvenile Probation Officer, Intensive Supervision from Pay Grade 108 to 109 and approve the Salary Range Placement Table, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion carried.

Commissioner Ford moved the Board award the bid for a copy machine for Emergency Management to Rocky Mountain Business Equipment from Gillette, Wyoming and approve to transfer the existing copy machine to the Commissioners Office, as presented. Commissioner Knutson seconded the motion. All voted Aye. Motion carried.

Commissioner Jordan moved the Board approve the submission of the Airport Improvement Program grant application for 2024 Entitlement Federal Assistance Funding to acquire Aircraft Rescue & Fire Fighting (ARFF) Vehicle, in the total amount of \$1,066,677 (93.75% Federal, 3.75%

State, 2.5% Local Match), as presented. Commissioner Ford seconded the motion. All voted Aye. Motion carried.

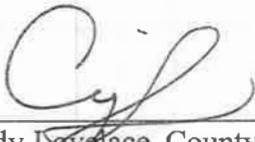
Public Comments were given.

Commissioners Final Comments were given.

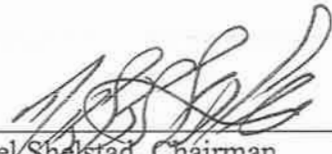
Commissioner Ford moved the Board convene into Executive Session to discuss Real Estate and Attorney-Client Privileged Information and Pending or Potential Litigation. Commissioner Knutson seconded the motion. All voted Aye. Motion carried.

Executive Session was held.

There being no further business to come before the Board of Commissioners, the meeting was adjourned at 11:23 AM. The next regular meeting of the Commissioners will be held Tuesday, March 5, 2024, at 9:00 AM in the Commissioners Chambers in the Courthouse.



Cindy Lovelace, County Clerk
Board of County Commissioners



Del Sherstad, Chairman
Board of County Commissioners

In accordance with W.S. 18-3-516(f) the required County Notices of Publication are available on the County's Website at: www.campbellcountyny.gov