Campbell County
wyoming

BOARD OF COMMISSIONERS AGENDA

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

July 2, 2024 | Commissioners Chambers | 500 S. Gillette Avenue

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

CALL TO ORDER

1. Invocation

2. Pledge of Allegiance

CONSENT AGENDA

3. Agreements

a. Adult Treatment Courts - Grant Agreement between the City of Gillette and Campbell County in the amount of $15,000 to provide intensive and supervised substance abuse treatment from July 1, 2024 to June 30, 2025.

b. Children's Developmental Services - Early Intervention Education Program Part C, increase to state award in the amount of $1,220.

4. Budget Line Item Transfers

a. **Airport**
Transfer $275.00 from 100751-62450 Employee Training to 100751-62200 Assn Dues, Fees and Licensure
Transfer $200.00 from 100751-62080 Public Relations & Promotions to 100751-62180 Media/Subscriptions/Periodical
Transfer $500.00 from 100751-63020 Machine Equipment to 100751-62020 Communication/Network Expense

b. **Commissioners**
Transfer $7,479.00 from 170013-66960 1% Hum Serv & Extern Sub Ab to 170013-66940 1% Veterans Services

c. **Emergency Management**
Transfer $500.00 from 100411-62450 EE Dev Meet Trav Meal Lodg to 100411-62020 Communication/Network Expense

d. **Extension**
Transfer $100.00 from 100106-64150 Gasoline to 100106-63420 Special Events/Program Cost
Transfer $1,112.15 from 100104-62450 EE Dev Meet Trav Meal Lodg to 100104-63420 Special Events/Program Cost
Transfer $598.99 from 100104-64150 Gasoline to 100104-63420 Special Events/Program Cost
Transfer $16.53 from 100102-63420 Special Event/Program Cost to 100102-62450 EE Dev Meet Air Meal Lodg
Transfer $600.00 from 100105-62450 EE Dev Meet Air Meal Lodg to 100105-63450 Special Event/Program Cost
Transfer $380.00 from 100105-64150 Gasoline to 100105-63420 Special Event/Program Cost
Transfer $1,260.70 from 100104-62450 EE Dev Meet Air Meal Lodg to 100104-63420 Special Event/Program Cost
Transfer $10.33 from 100106-64150 Gasoline to 100106-63420 Special Event/Program Cost

Transfer $167.03 from 100101-64000 Supplies to 100102-62450 EE Dev Meet Air Meal Lodg
Transfer $183.00 from 100101-64000 Supplies to 100102-64150 Gasoline

e. **Fair**
Transfer $1,000.00 from 100731-62450 EE Dev Meet Trav Meal Lodg to 100731-62260 Professional Services
Transfer $1,000.00 from 100731-62450 EE Dev Meet Trav Meal Lodg to 100731-63420 Special Event/Program Cost
Transfer $1,000.00 from 100731-62450 EE Dev Meet Trav Meal Lodg to 100731-64000 Supplies

f. **Fleet**
Transfer $150.75 from 100016-62100 Advert/Publication/Legal to 100016-65000 Vehicle/Equip Repair/Maint
Transfer $718.52 from 100016-65180 Tires to 100016-65000 Vehicle/Equip Repair/Maint
Transfer $143.00 from 100016-62260 Professional Services to 100016-65000 Vehicle/Equip Repair/Maint

g. **Juvenile Probation**
Transfer $250.00 from 100451-62240 Medical Services/Claims to 100451-62260 Professional Services

h. **Library**
Transfer $1,060.00 from 100713-62700 Tech Hardware Maint Contracts to 100711-62720 Software Cost

i. **Museum**
Transfer $600.00 from 100721-62720 Software Cost to 100721-65000 Vehicle/Equip Repair
Transfer $51.00 from 100721-62220 Utilities to 100721-62200 Assn Dues, Fees and Licensure
Transfer $300.00 from 100721-62220 Utilities to 1000721-64450 Collections Exhibitions and Acqu

j. **Parks & Recreation**
Transfer $315.00 from 100778-62220 Utilities Project 770778-UTILITIES-PROPNATGAS to Project 770778-UTILITIES-GARBAGE
Transfer $3,685.00 from 100778-62220 Utilities Project 770778-UTILITIES-PROPNATGAS to Project 770778-UTILITIES-ELECWTRSWR
Transfer $3,115.00 from 100772-62220 Utilities Project 770772-UTILITIES-PROPNATGAS to 100778-62220 Utilities Project 770778-UTILITIES-ELECWTRSWR
Transfer $5,000.00 from 100772-62220 Utilities Project 770772-UTILITIES-PROPNATGAS to Project 770772-UTILITIES-ELECTWTRSWR
Transfer $500.00 from 100775-60200 Part Time-Regular Project 770775-AQUATICS-WSIINSTR to Project 770775-AQUATICS-H20FITNESS-PROGINST
Transfer $120.00 from 100775-65080 Building Maintenance Project 770775-ADMIN-BUILDMAINT-LIGHTMAINT to 100775-62180 Media/Subscription/Periodical Project 770775-ADMIN-SATTVMUSIC
Transfer $2,500.00 from 100771-62220 Utilities Project 770771-UTILITIES-PROPNATGAS to 100771-62760 Office Equip Maint Contracts Project 770771-OFFICONTR-COPIERMAIN
Transfer $50.00 from 100771-62080 Public Relations/Promotions Project 770771-PUBRELPROM to 100771-63060 Board & Committee Expense Project 770771-BOARDEXP
Transfer $2.00 from 100776-62450 EE Dev Meet Trav Meal Lodg Project 770776-EMPLTRAIN-MEALSLODG to Project 770776-EMPLTRAIN-TRAVTRAN
Transfer $115.00 from 100776-63240 Sales/Lodging/Property Tax Project 770776-SALESTAX-CSB to Project 770776-SALESTAX-MDDB
Transfer $42.00 from 100776-65080 Building Maintenance Project 770776-BUILDMAINT-PLUMBSUPP to Project 770776-BUILDMAINT-BUILDMAINT
Transfer $1,000.00 from 100776-65060 Grounds Maintenance Project 770776-

GROUNDMAIN-FERTILIZER to Project 770776-GROUNDMAIN-SAND
Transfer $1,500.00 from 100776-65060 Grounds Maintenance Project 770776-GROUNDMAIN-FERTILIZER to Project 770776-GROUNDMAIN-WELLMAINT
Transfer $4,000.00 from 100776-65060 Grounds Maintenance Project 770776-GOURNDMAIN-IRRIGPARTS to Project 770776-GROUNDMAIN-WELLMAINT

k. **Sheriff**
Transfer $1,000.00 from 100052-64650 Food Service to 100051-62000 Postage & Freight
Transfer $1,000.00 from 100051-64750 Law Enforcement Supplies Project 051LAWENF-K-9 to 100051-62450 EE Dev Meeting Trav Meal Lodg
Transfer $2,731.94 from 100053-62000 Postage & Freight to 100053-64000 Supplies
Transfer $3,200.00 from 360052-64000 Supplies to 360052-62260 Professional Services
Transfer $100.00 from 310051-68200 Cap Outlay-Equipment Project 051GD23DOG-K-9-CAPEQUIP-FY24 to 310051-67380 Local Op Grant Pub Safety Project 051GD23DOG-K-9-SUPPLIES-FY24

l. **Treasurer**
Transfer $10,952.00 from 100031-62450 EE Dev Meet Trav Lodg to 100031-64000 Supplies
Transfer $3,600.00 from 100031-62100 Advert/Publication/LegalNotice to 100031-62000 Postage & Freight

5. Hand Warrants

a.	Campco Federal Credit Union	$150.00
	Campbell County Clerk Tax Account	$350,411.60
	Campbell County Treasurer - FLX/HSA	$46,243.17
	Great West Trust Company	$29,145.00
	Wyoming Child Support	$1,096.88
	HM Life Insurance	$173,622.43

The following are the claims for Part-Time Employees summarized by department for June 2024; Sheriff-Detention, 1,334.03; Sheriff-24/7, 1,483.52; Public Works, 3,823.02; Coroner, 3,370.00; Extension, 5,466.00; District Clerk of Court, 129.36; Human Resources, 927.00; Public Health, 2,562.93; Children's Center, 10,359.53; Museum, 1,607.72; Fair, 6,146.50; Library, 62,323.30; Parks & Recreation, 149,985.69.

6. Leases/Software

a. **Juvenile Probation - Software**
Global Vision Technologies - FAMCare Annual Maintenance and Service Agreement Renewal from July 1, 2024 to June 30, 2025.

7. Minutes - Board of Commissioners

a. Directors Meeting 6/17/2024
b. Budget Hearing FY2024-2025 6/17/2024
c. Regular Meeting 6/18/2024
d. Museum Board Meeting 6/18/2024
e. Lodging Tax Board Meeting 6/20/2024
f. Special Meeting - Shooting Complex 6/24/2024
g. Special Meeting - Governor's Town Hall 6/25/2024
h. Special Meeting - Budget Amendment 6/29/2024

8. Position Vacancy Justifications

a. Juvenile Services, Drug Court Assistant

b. Sheriff's Office, Administrative Assistant

c. Sheriff's Office, Administrative Assistant (Part Time)

d. Sheriff's Office, Correctional Health Nurse

VOUCHERS

9. Vouchers

CALENDAR OF EVENTS

10. Commission Calendar

REGULAR BUSINESS

11. **9:05 Campbell County Fire Conditions and Restrictions** - *Chief Bender*

12. **9:10 Law Enforcement Services Agreement with Town of Wright** - *Sheriff Matheny*

13. **9:15 Campbell County Lodging Tax Resolution** - *Jessica Seders*

14. **9:20 Emergency Management Performance Grant (EMPG) - ARPA Re-award Contract** - *David King & Michael Phipps*

15. **9:25 Wyoming Library Multi-Purpose Community Facility (WLMCF) Grant Application** - *John Jackson*

16. **9:30 Red Hills Improvement & Service District Formation** - *Michelle Leiker*

17. **9:35 District Support Grant, Little Thunder ISD** - *Clark Melinkovich*

18. **9:40 District Support Grant, Stonegate ISD** - *Clark Melinkovich*

19. **9:45 District Support Grant, Cook Road ISD** - *Clark Melinkovich*

20. **9:50 Mill Levy FY2024-2025** - *Cindy Lovelace*

21. **9:55 Order Levying Requisite Taxes FY2024-2025** - *Cindy Lovelace*

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.

22. 10:00 Public Comment

23. 10:25 Commissioners Final Comments

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

24. 10:30 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

ADJOURN