# BOARD OF COMMISSIONERS AMENDED AGENDA

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

**July 16, 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. Juvenile & Family Drug Court - 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. Barlow Road Bridge - Final Reconnaissance Report, Project CN17055, DVX/Bridge Replacement, Bridge over Little North Fork Dead Horse Creek/CR20, Campbell County. A cooperative Agreement between the Wyoming Department of Transportation (WDOT) and Campbell County to complete this project as part of the federally funded and WYDOT-administered Bridge Formula Program was signed on 1/17/2023.

**4. Budget Line Item Transfers**

a. **Commissioners FY24**
Transfer $1,182.09 from 100012-64000 Supplies to 100012-62720 Software Cost
Transfer $1,880.00 from 100012-62180 Media/Subscriptions/Periodical to 100012-62720 Software Cost
Transfer $1,543.79 from 100012-62450 EE Dev Meet Trav Meal Lodg to 100012-62720 Software Cost

b. **Clerk - Elections FY24**
Transfer $4,370 from 100023-63360 Election, Ballot, Coding to 100023-64000 Supplies

c. **Emergency Management FY24**
Transfer $2,548.00 from 310311-46150 Unanticipated Revenue Project 311G24UNAN-FEDERAL to 310411-42420 Fed Op Grant Pub Safety Project 411GF24EMP-FEDERAL
Transfer $2,548.00 from 310311-67400 Other Grants - Unanticipated Project 311G24UNAN-EMPG to 310411-67020 Fed Op Grant Public Safety Project 411GF24EMP-WAGES/BEN
Transfer $5.00 from 100411-62220 Utilities to 100411-62020 Communication/Network Expense

**Emergency Management FY25**
Transfer $8,535.99 from 310311-67400 Other Grants - Unanticipated Project 311G25UNAN-EMPG to 310411-67070 Fed Cap Grant Pub Safety Project 411GF25ARP-NONCONS
Transfer $8,535.99 from 310311-46150 Unanticipated Revenue Project 311G25UNAN-FEDERAL to 310411-42520 Fed Cap Grant Pub Safety Project 411GF25ARP-FEDERAL
Transfer $8,535.99 from 100013-66760 County Matching Funds Project 311G25UNAN-EMPG-MATCH to 100411-68200 Cap Outlay - Equipment Project 411GF25ARP-NONCONS-MATCH
Transfer $1,384.00 from 100411-65030 Warning Com Repair/Maint to 100411-62720

Software Cost

d. **Extension FY24**
Transfer $100.00 from 100103-64150 Gasoline to 100103-62450 EE Dev Meet Air Meal Lodge
Transfer $3.89 from 100103-63420 Special Event/Program Cost to 100103.62450 EE Dev Meet Air Meal Lodge

e. **Fair FY24**
Transfer $185.00 from 100731-62450 EE Dev Meet Trav Meal Lodg to 100731-62260 Professional Services
Transfer $100.00 from 100731-64150 Gasoline to 100731-62260 Professional Services

f. **Museum FY24**
Transfer $850.00 from 100721-62720 Software Cost to 100721-64800 Merch/Supplies for Resale
Transfer $850.00 from 100721-62220 Utilities to 100721-64800 Merch/Supplies for Resale

g. **Parks & Recreation FY24**
Transfer $2,775.00 from 100776-62220 Utilities Project 770776-UTILITIES-ELECTRIC to 100776-63240 Sales/Lodging/Property Tax Project 770776-SALESTAXCSB
Transfer $230.00 from 100776-62220 Utilities Project 770776-UTILITIES-ELECTRIC to 100776-63240 Sales/Lodging/Property Tax Project 770776-SALESTAX

h. **Public Health FY24**
Transfer $400.00 from 310311-46150 Unanticipated Revenue Project 311G24UNAN-FEDERAL to 310407-42460 Fed Op Grant HlthWelCultRec Project 407GF24CHO-FEDERAL
Transfer $400.00 from 310311-67400 Other Grants-Unanticipated Project 311G24UNAN-PH to 310407-67040 Fed Op Grant HlthWelCultRec Project 407GF24CHO-WAGES/BEN
Transfer $9,600.00 from 310407-42660 State Op Grant HlthWelCultRec to 310407-42460 Fed Op Grant HlthWelCultRec Project 407GHF24CHO-WAGES/BEN
Transfer $9,600 from 310407-60200 Part Time - Regular to 310407-67040 Fed Op Grant HlthWelCultRec Project 407GF24CHO-WAGES/BEN

i. **Public Works FY24**
Transfer $7,483.75 310084-67080 Fed Cap Grant Pub Works Project 084GF23PIP-PROFSERV-GRANT TO 310084-67280 State Cap Grant Pub Works Project 08424GFPIS-PROFSERV
Transfer $102.00 from 100081-62260 Professional Services to 100081-62000 Postage & Freight
Transfer $1,000.00 from 100083-62450 EE Dev Meet Trav Meal Lodge to 100083-65180 Tires

**Public Works FY25**
Transfer $44,755.00 from 170081-66935 District Support Grants to 170081-66935 Project 081DSG-LTLTHUNDER-ROADS-GRAVLMAINT
Transfer $6,635.75 from 170081-66935 District Support Grants to 170081-66935 Project 081DSG-STONEGATE-WATER-NONREGION
Transfer $40,810.75 from 170081-66935 District Support Grants to 170081-66935 Project 081DSG-COOKROAD-WATER-NONREGION

j. **Sheriff FY24**
Transfer $20,000.00 from 100052-64650 Food Service to 100052-62240 Medical Services/Claims

k. **Treasurer FY24**
Transfer $3,089.22 from 100031-64000 Supplies to 100031-62000 Postage & Freight

**5. Capital Requests**

a. Fleet - Change of Capital Request from three pursuit pick-ups ($75,000 each) to purchase three SUVs ($78,000 each) for more enclosed cargo space, account 120122-

68210.

b. Road & Bridge - Due to supply chain and manufacturing issues, the End Dump Truck cost is $22,522 over the budgeted amount of $250,000, and the Motor Grader price came in less than the budgeted amount of $550,000—approval to reallocate the remaining funds from the Motor Grader to purchase the End Dump Truck.

**6. Contingency Fund Requests**

a. Commissioners Office - Wright Community Assistance Contract for Services was amended on April 2, 2024 to increase from $10,000 to $26,000. Transfer $16,500.00 from 100013-69800 Contingency to 170013-66960 1% Hum Serv & Extern Sub Ab.

**7. Grants**

a. Pronghorn Industrial Park and Responsibility for Cost Overruns, Project #05-79-06250 - Letter to Economic Development Administration (EDA) stating Campbell County will incur any cost overruns above the agreed-upon EDA Federal Share Amount of $2,769,869.

**8. Hand Warrants**

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|---|---|---|
| a. | AFLAC | $32.38 |
| | Wyoming Retirement Life Systems | $464.00 |
| | Wyoming Retirement Systems | $489,250.40 |
| | CCEHBT - Health/Dental/Aflac | $770,831.81 |
| | Delta Dental of Wyoming | $1,797.40 |
| | Gallagher Benefit Services | $21,115.38 |
| | VSP of Wyoming | $8,199.15 |
| | Campco Federal Credit Union | $150.00 |
| | Campbell Cnty Clerk Tax Acct | $326,309.06 |
| | Campbell Cnty Treasurer - FLX/HSA | $44,720.68 |
| | Great West Trust Company | $28,230.00 |
| | Wyoming Child Support | $1,096.88 |
| | Sovereign State Title Company | $10,005,540.63 |

**9. Job Descriptions**

a. Sherriff's Office - Health Services Manager Updated

**10. Minutes - Board of Commissioners**

a. Directors Meeting 7/1/2024

b. Regular Meeting 7/2/2024

**11. Monthly Reports**

a. County Clerk - June 2024

b. District Court - June 2024

c. Sheriff - June 2024

**12. Payroll Payments**

a. June 02, 2024; June 22, 2024; June 30, 2024

**13. Position Vacancy Justifications**

a. Clerk of District Court - Clerk I Part Time

b. Clerk of District Court - Deputy District Court Clerk I

## VOUCHERS

**14.** Vouchers

## CALENDAR OF EVENTS/VETERANS UPDATE

**15.** Commission Calendar

**16.** Veterans Update

## REGULAR BUSINESS

**17.** **9:10 Employee Years of Service Recognition** - *Maureen Costello/Jana Webb*

**18.** **9:15 Contract for Services, CLIMB Wyoming** - *Dane Joslyn*

**19.** **9:20 Contract For Services, Gabriel Project** - *Shannon Moodry/Gail Lasham*

**20.** **9:25 Contract for Services, American Legion Post 42** - *William Languemi/Clarence Barry*

**21.** **9:30 Adult Treatment Courts Wyoming Judicial Branch Contract** - *Chad Beeman*

**22.** **9:35 Outreach Special Repointing, Public Library** - *Jane Glaser*

**23.** **9:40 Accounting Specialist Reclassification, Clerk's Office** - *Jane Glaser*

**24.** **9:45 Juvenile and Family Drug Court (JFDC) Wyoming Judicial Branch Contract** - *Jim Lyon*

**25.** **9:50 Community Juvenile Services Board (CJSB) Contract** - *Jim Lyon*

**26.** **9:55 Adult Treatment for JFDC, Service Provider Agreement** - *Jim Lyon*

**27.** **10:00 Adolescent Treatment for JFDC, Service Provider Agreement** - *Jim Lyon*

**28.** **10:05 Gillette Area Leadership Institute (GALI) Sponsorship** - *Chairman Shelstad*

29. **10:07 Board Appointment, Fire Board** - *Chairman Shelstad*

**30.** **10:08 Board Appointment, Corrections Board** - *Chairman Shelstad*

**31.** **10:10 Commercial Air Service Improvement Plan Amendment, Memorandum of Understanding** - *Shelly Besel*

## 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.*

**32.** 10:15 Public Comment

**33.** 10:40 Commissioners Final Comments

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

**34.** 10:45 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

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