

Office of County Commissioners
August 20, 2024
Gillette, Wyoming

The Campbell County Board of Commissioners met in regular session, Tuesday, August 20, 2024. Chairman Shelstad called the meeting to order at 9:00 AM. Commissioner McCreery led the Invocation and the Pledge of Allegiance.

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

CONSENT AGENDA

Commissioner Ford moved the Board approve the Consent Agenda as presented. Commissioner Jordan seconded the motion. All voted Aye. Motion carried.

Agreements

BRECC Business Stakeholder Meeting Proposal

Budget Line Item Transfers

Airport

Transfer \$2,000.00 from 100751-64000 Supplies to 100751-63000 Buildings/Office Lease/Rent

Transfer \$14,594.00 from 100752-68140 Cap Outlay - Rd St Blg Runway to 100752-64100 Clothing/Uniforms

Extension Office - FY24

Transfer \$31.92 from 100105-64150 Gasoline to 100101-64150 Gasoline

Fleet

Transfer \$32,000.00 from 120121-69800 General Fleet Contingency to 120122-69800 S.O. Fleet Contingency

Public Works

Transfer \$3,920.24 from 170081-66935 1% District Support Grants to 170081-66935 1% District Support Grants Project 081DSG>MEACARNHAN>ROADS>DUSTCONT

Transfer \$5,966.88 from 170081-66935 1% District Support Grants to 170081-66935 1% District Support Grants Project 081DSG>STONEGATE>WATER>NONREGION

Transfer \$2,939.96 from 170081-66935 1% District Support Grants to 170081-66935 1% District Support Grants Project 081DSG>RAFTERD>WATER>REGIONAL

Transfer \$7,310.63 from 170081-66935 1% District Support Grants to 170081-66935 1% District Support Grants Project 081DSG>RAFTERD>WATER>NONREGION

Cancellation/Rebate of Taxes

#2021-361

Grants

FY25 Campbell County Community Public Recreation District Grant - Campbell County Recreation Center Intramurals - \$150,000

FY25 Campbell County Community Public Recreation District Grant - Campbell County Public Library Author Visit - \$25,000

FY25 Campbell County Community Public Recreation District Grant - Campbell County Public Library Films at the Library - \$1,000

FY25 Campbell County Community Public Recreation District Grant - Campbell County Public Library Large Print Books - \$3,500

Comment Letters

Letter of Support for AND3 Innovations to Wyoming Energy Authority for their wind turbine blade recycling progress grant application.

Hand Warrants

AFLAC	\$32.38
Wyoming Retirement Life Systems	\$464.00
Wyoming Retirement Systems	\$500,578.33
CCEHBT - Health/Dental/Aflac	\$770,841.58
Delta Dental of Wyoming	\$1,778.40
Gallagher Benefit Services	\$21,004.02
VSP of Wyoming	\$8,572.12
Campco Federal Credit Union	\$150.00
Campbell Cnty Clerk Tax Acct	\$334,250.91
Campbell Cnty Treasurer - FLX/HAS	\$45,450.68
Great West Trust Company	\$27,830.00
Sheridan County Circuit Court	\$333.19
Wyoming Child Support	\$1,096.88

Leases/Software

Sheriff's Office - Motorola Solutions Services Agreement, in the amount of \$45,145 for the period of July 1, 2024, to June 30, 2025.

Minutes - Board of Commissioners

Directors Meeting 8/5/2024

Regular Meeting 8/6/2024

Monthly Reports

District Court - July 2024

Sheriff - July 2024

Treasurer - June 2024

Treasurer - July 2024

Official Bond and Oath

Public Official Bond - Meldene Goehring, Campbell County Community Public Recreation District

Position Vacancy Justifications

Airport - Operations Tech
Assessor's Office – Appraiser
Children's Developmental Services - Early Childhood Instructor
Children's Developmental Services - Instructional Assistant
Commissioner's Office - Emergency Management Coordinator
Public Works - Custodian
Public Works - Custodian, New
Sheriff's Office - Administrative Assistant
Sheriff's Office - Deputy Sheriff or Detention Officer
Sheriff's Office - Detention Officer
Road and Bridge - Equipment Operator

Scholarships

Approval of Kyza Eisenbraun, Emily Fox, Sarah Ford for the University of Wyoming 2024-2025 County Commissioners Scholarship and approval of up to \$5,000 (\$500 per semester, per student) for scholarships for Brittini Schmidt, Rebecca Flores, Chelsea Hammond, Makayla Mayer, and Kaylee McConnell.

VOUCHERS

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

Absolute Auto	Cap Outlay-Equipment	\$12,250.00
AICPA Assn Dues,	Fees & Licensure	\$180.00
Alignment Pros	Vehicle Maint	\$25.00
Amazon Capital Svc	Supplies, Spec Event / Prog Cost,	
	Memorials/Donation/Gift Funded	\$1,011.88
American Millennium	Comm/Net Exp	\$57.19
American Welding	Supplies, Vehicle Maint	\$131.65
Architectural Spec	Cap Outlay-Bldgs Improv	\$165.60
Arete Design Group	Prof Svcs	\$7,700.00
Astra Radio Comm	Postage/Freight	\$7,498.00
ATT Park Recreation	Comm/Net Exp	\$191.97
Axon Enterprise	Software Cost (Subs/Maint)	\$21,501.71
Big Horn Tire	Vehicle Maint	\$2,028.08
Bighorn Hydraulics	Vehicle Maint	\$54.42
Black Hills Chemical	Postage/Freight	\$1,264.90
Black Hills Enrg Gas	Fed Op Grant Pub Works, Utilities	\$13,057.36
Bobcat Of Gillette	Vehicle Maint	\$16.73
Bomgaars	Clothing/Uniforms, Bldg Maint	\$555.01
Border States Elec	Bldg Maint	\$42.81

Carousel Digital Sig	Software Cost (Subs/Maint)	\$2,950.00
Casper Star Tribune	Fed Cap Grant Pub Works	\$1,663.36
CBH Co Op	Bldg Maint	\$475.91
CC Circuit Court	Investigation & Trial	\$10.00
CC Health Patient	Med Svcs/Claims	\$7,250.00
CC School Dist Coop	Supplies	\$358.48
CC Treas Mus Ccard	Credit Card Handling Fees	\$1,500.00
CDW Government	Cap Outlay-Comp/Tech Equip	\$10,329.80
Centurylink Phone	Comm/Net Exp	\$2,230.42
Certified Lab	Lubricants	\$592.83
Charter Comm Cable	Comm/Net Exp, Media/Subs/Utilities	\$1,667.88
City Gillette Bldng	Assn Dues, Fees & Licensure	\$50.00
City Gillette Misc	Prof Svcs, Comm/Net Exp, Office Equip	
	Maint Contracts, Planning Comm-Misc	\$3,555.00
City Gillette Util	Fed Op Grant Pub Works, Utilities	\$167,332.45
Clear Creek Counsel	State Op Grant Pub Safety	\$740.00
Clinic Lab Blck Hill	Med Svcs/Claims	\$2,320.00
Collins Commun	Warning Com Repair/Maint, 1% Cap Fac	
	Maint Repair, Comm/Net Exp	\$44,289.18
Concordance Health	Fed Op Grant Hlth WelCult Rec	\$8.76
Contractors Supply	Tools, Bldg Maint	\$757.62
Convergint Technolog	Postage/Freight	\$1,397.79
Coremr	Software Cost (Subs/Maint)	\$500.00
Corrisoft	Electronic Monitoring	\$203.76
Coxbill, Eric D.	Supplies	\$69.00
Crescent Electric	Tools	\$549.90
Crum Electric Supply	Bldg Maint	\$256.50
Design Construction	Prof Svcs	\$16,887.00
DISA Global Solution	Postage/Freight	\$3,262.00
Discount Tire	Vehicle Maint	\$960.40
DLT Solutions	Software Cost (Subs/Maint)	\$5,834.86
Dynamic Controls	Bldg Maint	\$416.00
Everbridge	Software Cost (Subs/Maint)	\$14,651.55
Expresso Lube	Vehicle Maint	\$242.46
Fastenal Company	Bldg Maint	\$10.10
Ferris, Kyle A.	EE Dev Meet Air Meal Lodg	\$340.36
File and ServeXpress	Postage/Freight	\$147.80
Firemaster	Prof Svcs	\$447.00
First Citizens Bank	OfficeEquip/Comp/TechLease	\$16,464.00
First Natl Bnk Visa	Fees	\$27.00
Fountain People	Cap Outlay-Bldgs Improv	\$13,865.00
Frontier Precision	Software Cost (Subs/Maint)	\$3,606.00
Gillette Med Imagng	Med Svcs/Claims	\$56.75

Gillette News Record	Advert/Publication/LegalNotice, Media/	
	Subs/Periodical	\$7,659.70
Gillette Reprod Hlth	Fed Op Grant HlthWelCult Rec	\$3,400.00
Gillette Winsupply	Bldg Maint	\$5,614.60
Grainger	Bldg Maint	\$259.96
Grossenburg Implemnt	Postage/Freight	\$906.12
Homax Oil Sales	Gasoline	\$71,776.94
Home Fire Foods	Planning Commission-Misc	\$102.50
HookD Up Recovery	Ins Claims Exp	\$500.00
Horning Horning McG	Legal/Court Costs	\$2,669.30
Horwath Laundry Eq	Postage/Freight	\$22.25
HUB International	Bldgs/Property Ins	\$1,427,550.23
Idler, Haley R.	Fed Op Grant HlthWelCult Rec	\$92.36
Inland Truck Parts	Supplies, Vehicle Maint	\$2,191.83
Innerface Architect	Cap Outlay-Bldgs Improv	\$3,245.00
Insight Public Sectr	Software Cost (Subs/Maint)	\$1,149.00
Jadco Services LLC	Vehicle Maint	\$613.43
Jims Heating Ac Ref	Prof Svcs	\$5,280.00
John Jones Chrysler	Contingency	\$93,915.00
Kimball Midwest	Vehicle Maint	\$165.00
L N Curtis & Sons	Postage/Freight	\$156.79
Langer Ind Services	1% Solid Waste Oper.	\$8,622.00
Language Line Sol	Prof Svcs	\$43.20
Lawson Products	Supplies	\$67.09
Les Schwab Tires	Vehicle Maint	\$980.90
Lubnau Law Office	Legal/Court Costs	\$1,995.00
Lynns Auto Repair	Vehicle Maint	\$1,893.55
MG Oil	Lubricants	\$204.18
Mainline Inform Sys	Cap Outlay-Comp/Tech Equip	\$50,289.00
Mckesson Med Surgic	Postage/Freight	\$1,161.03
Menards Emer Mgmt	Supplies	\$360.22
Menards Landfill	Vehicle Maint	\$120.96
Menards Maintenance	Supplies	\$301.58
Menards Road Bridge	Vehicle Maint	\$149.35
Merck Sharp Dohme	Vaccine	\$8,587.08
Microgenics Corp	State Op Grant Pub Safety	\$55.57
Midland Implement Co	Cap Outlay-Equipment	\$40,049.32
Motorola Sol Credit	Software Cost (Subs/Maint)	\$83,379.00
Mr Carpet	Bldg Maint	\$720.00
Mrs Cs Catering	Wellness Prog	\$1,987.00
Namore, James J Md	Med Svcs/Claims	\$1,000.00
Nelson Auto Glass	Ins Claims Exp	\$374.94
NextRequest	Software Cost (Subs/Maint)	\$8,807.40

Norco Supplies,	Vehicle Maint	\$6,665.27
Normont Equipment Co	Postage/Freight	\$7,036.72
North Star Leasing	Vehicle Maint	\$207.81
Octane Garage	Vehicle Maint	\$2,492.77
ODP Business Solutio	Supplies, Fed Cap Grant Pub Safety	\$2,336.13
Optum Flex	Prof Svcs	\$198.75
Oreilly Auto Parts	Vehicle Maint	\$176.82
Overhead Door Co	Vehicle Maint	\$73.80
Pacer Energy, LLC	Prof Svcs	\$1,445.38
PartsOne LLC	Vehicle Maint, Supplies	\$2,031.06
PB Attorney	Mach/Vehicle/Equip Lease Rent	\$165.54
PB Global Sheriff	Postage/Freight	\$216.12
Personal Frontiers	Prof Svcs	\$2,730.00
Pharmchem	Supplies	\$1,638.90
Pokeys Bbq Smoke	EE Dev Meet Air Meal Lodg	\$785.00
Postge Phone Library	Postage/Freight	\$1,000.00
Powder River En Utl	Fed Op Grant Pub Works, Utilities	\$22,614.18
Powder River Worksaf	Spec Event / Prog Cost	\$940.00
Power Equipment Co	Postage/Freight	\$28.49
Purvis Industries	Bldg Maint, Vehicle Maint	\$446.44
Ramkota Hotel Caspr	EE Dev Meet Air Meal Lodg	\$1,160.00
Rocky Mtn Business	Office/Comp Supplies, OfficeEquip/Lease	\$2,426.20
Safari Ltd	State Op Grant HlthWelCultRec	\$139.90
Schutz Foss Archit	Cap Outlay-Land Improv/Parks	\$5,104.48
Selbys	Supplies	\$123.50
Servall Uniform	Clothing/Uniforms	\$216.71
Sir Speedy	Supplies	\$343.40
Smith Psychological	Employment Testing/Background	\$400.00
Southeastern Paper	Janitorial Supplies	\$1,195.00
Southland Medical	Supplies	\$312.58
Spotted Dog Ent	Clothing/Uniforms	\$10.00
Step Stone Counselin	Med Svcs/Claims	\$12,422.84
Summit Fire Protect	Prof Svcs	\$4,072.24
Summit Food Services	Supplies	\$196.71
Surf N Suds	Med Supplies	\$23.88
T W Enterprises	CCJPFB Maint	\$1,245.70
TD Invest Rainlocker	Vehicle Maint	\$99.21
TD Invest Winland	Vehicle Maint	\$31.40
The Chuck Wagon	EE Dev Meet Air Meal Lodg	\$1,000.00
The Grease Barrel	Vehicle Maint	\$437.38
Thomas Thomas LLC	Legal & Court Costs	\$350.00
Thomson Reuters West	Media/Subs/Periodical	\$1,017.79
Thyssenkrupp Elevat	CCJPFB Maint	\$577.92

Torgersons	Vehicle Maint	\$223.80
Tower Communication	Fed Cap Grant Pub Safety	\$1,090.00
Trinity Services Grp	Food Service/Supplies	\$18,884.74
Tritech Forensics	Investigation & Trial	\$50.84
Tru Tech Products	CCJPFb Maint	\$109.99
United Parcel Serv	Postage/Freight	\$12.44
Verizon Adlt Drg Crt	Comm/Net Exp	\$235.46
Verizon Public Works	Comm/Net Exp	\$506.64
Visionary Broadband	Comm/Net Exp	\$1,086.23
Vital Records Cont	Prof Svcs	\$303.78
Waste Connections	Utilities	\$3,081.64
Western Stationers	Supplies	\$667.55
Westwood Pharmacy	Med Svcs/Claims	\$4,924.98
Whites Energy Motors	Vehicle Maint	\$1,093.00
Wright Water Sewer	Utilities	\$3,348.40
WY Dept Health Prevlt	Med Supplies, Med Svcs/Claims	\$794.00
WY Dept Revenue Tax	Sales Tax Payable	\$2,931.45
WY Dept Transport	Subsidies	\$41,071.20
WY Law Enf Acad Bsic	EE Dev Meet Air Meal Lodg	\$620.00
WYO Pumps and Solar	Prof Svcs	\$440.00
Wyoming Conty Officr	Assn Dues, Fees & Licensure	\$500.00
Wyoming Machinery	Vehicle Maint	\$14,121.62
Wyoming Water Sol	Prof Svcs	\$359.91
Youth Emergency Serv	Prof Svcs	\$541.67
Zoll Medical	1% Emerg/Safety Equip	\$1,477.75

Veterans Update was provided by Lee Yake.

Commissioner Jordan presented the Commission Calendar.

REGULAR BUSINESS

Commissioner McCreery moved the Board approve the Contract for Services between Campbell County and Thunder Basin Centennial VFW Post 7756, in the amount not to exceed \$10,282 from the Optional One Percent Sale Tax, for the period of July 1, 2024, to June 30, 2025, as presented. Commissioner Ford seconded the motion. All voted Aye. Motion carried.

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

Dawn Nichols – Clerk of District Court – 10 Years
 Milissa Walker – CDS – 10 Years
 Starla Baer – Sheriff's Office – 15 Years
 Kevin Geer – Parks and Rec – 15 Years
 Dr. Kirtikumar Patel – Public Health – 15 Years
 Erica Wood – Juvenile Diversion – 20 Years
 Robert Campbell – Road & Bridge – 30 Years

WYDOT Annual State Transportation Improvement Program (STIP) Presentation was provided by Scott Taylor.

Commissioner Ford moved the Board approve the Memorandum of Understanding between the Wyoming of Transportation (WYDOT) and Campbell County for Litter, Trash, and Debris Removal from 8.52 miles of highway right of way for ten years, as presented. Commissioner Jordan seconded the motion. All voted Aye. Motion carried.

Commissioner McCreery moved the Board approve the Contract for Services between Campbell County and Second Chance Ministries, in the amount not to exceed \$19,400 from the Optional One Percent Sale Tax, for the period of July 1, 2024, to June 30, 2025, as presented. Commissioner Ford seconded the motion. All voted Aye. Motion carried.

Commissioner Jordan moved the Board approve to dissolve the Personnel Committee and approve the revisions to Personal Guidelines 301 Salary Administration and 303 Position Evaluation, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion carried.

Commissioner Ford moved the Board ratify the CARE Board appointments of Lindsey Turgeon and Norberto Orellana to each fill private, appointed terms expiring January 31, 2026. Commissioner Jordan seconded the motion. All voted Aye. Motion carried.

Commissioner Ford moved Board approve the Contract for Services between Campbell County and Campbell County Conservation District, in the amount not to exceed \$266,750 from the Optional One Percent Sale Tax, for the period of July 1, 2024, to June 30, 2025, as presented. Commissioner Jordan seconded the motion. All voted Aye. Motion carried.

Commissioner McCreery moved the Board approve the Contract for Services between Campbell County and Gillette Abuse Refuge Foundation, in the amount not to exceed \$94,478 from the Optional One Percent Sale Tax, for the period of July 1, 2024, to June 30, 2025, as presented. Commissioner Ford seconded the motion. Commissioner Jordan abstained from the vote. All other vote Aye. Motion carried.

Commissioner Ford moved the Board approve the Contract for Services between Campbell County and Wright Community Assistance, in the amount not to exceed \$9,700 from the Optional One Percent Sale Tax, for the period of July 1, 2024, to June 30, 2025, as presented. Commissioner Jordan abstained from the vote. All other vote Aye. Motion carried.

Commissioner Jordan moved the Board approve the Contract for Services between Campbell County and Visitation & Advocacy Center, in the amount not to exceed \$69,696 from the Optional One Percent Sale Tax, for the period of July 1, 2024, to June 30, 2025, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion carried.

Commissioner McCreery moved the Board approve the Contract for Services between Campbell County and Boys & Girls Club of Campbell County, in the amount not to exceed \$43,650 from the

Optional One Percent Sale Tax, for the period of July 1, 2024, to June 30, 2025, as presented. Commissioner Ford seconded the motion. All voted Aye. Motion carried.

The Board recessed at 10:25 AM.

The Board reconvened at 10:31 AM.

Commissioner Ford moved the Board approve the Contract for Services between Campbell County and Predator Management District of Campbell County, in the amount not to exceed \$48,500 from the Optional One Percent Sale Tax, for the period of July 1, 2024, to June 30, 2025, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion carried.

Public Hearing was held on Property Divestments regarding the following properties.

- Campbell County Weed & Pest
- Second Chance Ministries
- Gillette Abuse Refuge Foundation (GARF)

No Public Comment was given. No action was taken by the Board.

Public Hearing was held on Centennial Section Grazing Lease Bids. Public Comment was given.

Commissioner Ford moved the Board award the Centennial Section Grazing Lease to Zebroski Brothers Cattle Company LLC for \$21.00 per acre for a one-year lease to commence upon the lease agreement approval and to provide materials to repair the fence. Commissioner Jordan seconded the motion. All voted Aye. Motion carried.

Commissioner Jordan moved the Board accept the resignation of Cory Bryngelson and appoint Keith Jones to the Parks and Recreation Board to serve an unexpired five-year term from August 4, 2024, to June 30, 2028. Commissioner McCreery seconded the motion. All voted Aye. Motion carried.

Commissioner Jordan moved the Board approve the Public Notice to divest the property at 486 N. Garner Lake Road and acknowledge the following:

- The original purchase price is \$294,030.
- No reversionary clauses or encumbrances are evident in the title.
- An appraisal was completed by Joseph Zabel with a Fair Market Value of \$300,000.
- There is no significant county need for the property.

Commissioner Ford seconded the motion. All voted Aye. Motion carried.

Public Comment was given.

Commissioner Ford moved to convene into Executive Session at 11:25 AM to discussion personnel matters. Commissioner McCreery 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 11:53 AM. The next regular meeting of the Commissioners will be held Tuesday, September 4, 2024, at 9:00 AM.



Cindy Lovelace, County Clerk
Board of County Commissioners



Del Shelstad, 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.campbellcountwy.gov