



BOARD OF COMMISSIONERS AGENDA

KELLEY MCCREERY • JIM FORD • BOB JORDAN • SCOTT CLEM • JERRY MEANS

January 7, 2025 | 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. Memorandum of Understanding for Juvenile Detention Services between Campbell County and Big Horn County.
- b. Memorandum of Understanding for Juvenile Detention Services between Campbell County and Converse County.
- c. Memorandum of Understanding for Juvenile Detention Services between Campbell County and Crook County.
- d. Memorandum of Understanding for Juvenile Detention Services between Campbell County and Johnson County.
- e. Memorandum of Understanding for Juvenile Detention Services between Campbell County and Natrona County.
- f. Memorandum of Understanding for Juvenile Detention Services between Campbell County and Niobrara County.
- g. Memorandum of Understanding for Juvenile Detention Services between Campbell County and Sheridan County.
- h. Memorandum of Understanding for Juvenile Detention Services between Campbell County and Sweetwater County.
- i. Memorandum of Understanding for Juvenile Detention Services between Campbell County and Washakie County.
- j. Memorandum of Understanding for Juvenile Detention Services between Campbell County and Weston County.

4. Budget Line Item Transfers

- a. **Airport and Commissioners**
Transfer \$121,489.00 from 310311-46150 Unanticipated Revenue Project:
311G25UNAN-STATE to 310751-42740 State Capital Grant Public Works Project:
751GS2544B-STATE
Transfer \$121,489.00 from 310311-67400 Other Grants - Unanticipated Project
311G25UNAN-AIRPORT to 310751-67280 State Capital Grant Public Works Project:
751GS2544B-STATE
- b. **Children's Development Services**
Transfer \$6,701.74 from 310704-61400 Early Head Start Retirement to 310704-67040
Early Head Start Federal Operations Grant HlthWelCultRec
Transfer \$46,177.46 from 310704-60005 Early Head Start Time Regular to 310704-
67040 Early Head Start Federal Operations Grant HlthWelCultRec
Transfer \$2,482.12 from 310704-61000 Early Head Start FICA/Medicare to 310704-

67040 Early Head Start Federal Operation Grant HlthWelCultRec
 Transfer \$248.21 from 310704-61100 Early Head Start Workers
 Compensation/Unemployment to 310704-67040 Early Head Start Federal Operation
 Grant HlthWelCultRec
 Transfer \$15,140.94 from 31070461500 Early Head Start Insurance Benefits to
 310704-67040 Early Head Start Federal Operation Grant
 Transfer \$248.21 from 310704-61900 Early Head Start HSA Flex Enrollment to
 310704-67040 Early Head Start Operations Grant HlthWelCultRec
 Transfer \$13,965.00 from 100703-66760 Part B Special Education Match County
 Matching Funds to 100705-66760 Part C Special Education Match County Matching
 Funds
 Transfer \$2,762.50 from 310705-60005 Part C Full Time Regular to 310705-67240 Part
 C State Operations Grant HlthWelCultRec Project: 705G25PTC CONSULTRN
 Transfer \$2,762.50 from 310703-60005 Part B Full Time Regular to 310703-67240 Part
 B State Operations Grant HlthWelCultRec Project: 703G25PTB CONSULTRN STATE

c. **Commissioners**

Transfer \$146,550 from 100013-62280 Legal and Court Costs to 100013-62720
 Software Cost

d. **Public Works/Facilities**

Transfer \$5,000.00 from 100083-62450 Employee Development Meeting Travel Meal
 and Lodge to 100083-60100 Full Time Overtime
 Transfer \$50,000.00 from 100084-68120 Pool Liner Replacement to 100084-68120
 Recreation Center Annual Shut Down Project: 08424021- REC084RECSHUTDOW

5. Cancellation/Rebate of Taxes

- a. 2021-374; 2021-402 through 431; 2021-435; 2021-438 through 444; 2021-447
 through 448; 2021-451 through 454; 2021-456 through 466

6. Comment Letters

- a. Letter of Support to the Wyoming Business Council for Visionary Broadband's
 application to secure funding for improved broadband services through the Wyoming
 Broadband Equity, Access, and Deployment Program.

7. Credit Card Requests

a. **Commissioners Office**

Jerry Means, Commissioner - Credit Limit \$5,000

8. Designation of Depositories

- a. Approval of the financial institutions on the Certificate of Designation of Depositories as
 designated depositories of Campbell County's fund for calendar year 2025, pursuant to
 Wyoming Statute §9-4-818.

9. Hand Warrants

a.	Circuit Court of Campbell County	\$676.05
	Campbell Cnty Clerk Tax Acct	\$20,684.34
	Campbell Cnty Treasurer - FLX/HSA	\$41,639.43
	Great West Trust Company	\$26,708.61
	Wyoming Child Support	\$2,421.20
	AFLAC	\$32.38
	Campbell Cnty Clerk Tax Acct	\$25,057.89
	Campbell Cnty Treasurer - FLX/HSA	\$5,121.98
	Great West Trust Company	\$795.00
	HM Life Insurance Company	\$175,060.90
	Wyoming Retirement Life Systems	\$416.00
	Wyoming Retirement Systems	\$504,808.69
	CCEHBT - Health/Dental/Aflac	\$770,115.24

Gallagher Benefit Services \$19,275.15

VSP of Wyoming \$8,631.50

The following are the claims for Part-Time Employees summarized by department for December 2024; Clerk, 1,970.26; Sheriff-Detention, 1,332.80; Public Works, 3,919.01; Coroner, 1,970.00; Extension, 720.00; District Clerk of Court, 3,376.57; Public Health, 2,615.74; Children's Center, 25,260.79; Museum, 1,020.87; Fair, 660.00; Library, 56,043.53; Parks & Recreation, 62,741.68.

10. Mileage Rates 2025

- a. Adoption of Internal Revenue Service 2025 Mileage Rates to \$.70 per mile for Business Mileage and \$.21 per mile for Medical Mileage.

11. Minutes - Board of Commissioners

- a. Directors Meeting 12/16/2024
- b. Special Meeting Wildfire Town Hall 12/16/2024
- c. Commissioners Regular Meeting 12/17/2024
- d. Lodging Tax Board Meeting 12/19/2024

12. Monthly Reports

- a. Clerk's Office - December 2024
- b. Treasurer's Office - October 2024
- c. Treasurer's Office - November 2024

13. Official Bond and Oath

- a. Public Official Bond - Timothy P. Hallinan, Campbell County School District
- b. Public Official Bond - Elaine Backer, Green Valley Improvement & Service District

14. Payroll Payments

- a. 12/7/2024; 12/24/2024; 12/31/2024

15. Position Vacancy Justifications

- a. Children's Developmental Services - Instructional Assistant (2-Full Time)
- b. Public Works - Landfill Equipment Operator
- c. Road and Bridge - Equipment Operator

16. Position Allocation Change Request

- a. Clerk's Office - Requesting to change the Administrative Assistant position from Seasonal/Temp to a Part-Time>20; no change to the existing budget.

VOUCHERS

- 17. Vouchers

CALENDAR OF EVENTS

- 18. Commission Calendar

REGULAR BUSINESS

- 19. **9:05 Selection of Board Chairman 2025 Resolution** - *Commissioner McCreery*
- 20. **9:10 Resolution Authorizing an Acting Chairman of the Board 2025** - *Commission Chairman*
- 21. **9:12 Official Newspaper Designation 2025** - *Commission Chairman*
- 22. **9:13 Designated Board Liaisons 2025** - *Commission Chairman*

- 23. 9:15 Red Hills Improvement and Service District Formation, Declaration of Election Results and Resolution** - *Michelle Leiker*
- 24. 9:20 Congestion Mitigation and Air Quality (CMAQ) Grant Agreement** - *Kevin Geis*
- 25. 9:25 AB Kiosk Automated Monitoring Solution Customer Agreement** - *Kevin Theis*
- 26. 9:30 Board Appointment, CARE Board Ratification** - *Kristin Young & Linda Allred*
- 27. 9:35 Board Appointment, Weed & Pest** - *Commission Chairman*

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.

- 28. 9:45 Public Comment**
- 29. 10:10 Commissioners Final Comments**

PUBLIC HEARING

- 30. 10:15 Liquor License Renewals** - *Cindy Lovelace*

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

- 31. 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