



BOARD OF COMMISSIONERS AGENDA

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

March 18, 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. Budget Line Item Transfers

a. Adult Treatment Courts

Transfer \$1800.00 from 100015-63440 Miscellaneous to 1000015-64725 Electronic Monitoring

b. Airport

Transfer \$10,000 from 100751-64000 General Supplies to 100751-62260 Professional Services

Transfer \$6,000 from 100751-65060 Grounds Maintenance to 100751-62260 Professional Services

c. Commissioner's Office

Transfer \$3,168 from 100013-63440 Miscellaneous Expense to 100013-63000 Buildings/Office Lease/Rent

Transfer \$3,970 from 310311-46150 Unanticipated Revenue Project: 311G25UNAN-LOCAL to 310311-42400 Fed Op Grand Gen Gov Project : 311GF25EDA-FEDERAL

Transfer \$3,970 from 310311-67400 Other Grants-Unanticipated Project: 311G25UNAN-COMMISSIONER to 310311-67010 Fed Op Grant Gen Gov Project: 311GF25EDA-TRAVEL

d. Library

Transfer \$350 from 100713-6400 Supplies to 100714-65080 Building Maintenance

e. Public Health

Transfer \$10,000 from 310406-67240 State Op Grant Grant HlthWelCultRec Project: 406G25CPG-STATE to 310406-67040 Federal Op Grant HlthWelCultRec Project: 406G25CPG-FEDERAL

f. Public Works

Transfer \$700 from 100083-65080 Building Maintenance to 100083-64100 Clothing/Uniforms

g. Sheriff's Office

Transfer \$1,383.16 from 360052-62000 Postage & Freight to 100056-62000 Postage & Freight

Transfer \$1,041.05 from 360052-62220 Utilities to 100056-62220 Utilities

Transfer \$19,731.31 from 360052-62260 Professional Services to 100056-62260 Professional Services

Transfer \$45,665.49 from 360052-63440 Miscellaneous Expense to 100056-63440 Miscellaneous Expense

Transfer \$1,500.00 from 360052-63450 Reimbursement Expense to 100056-63450 Reimbursement Expense

Transfer \$50,523.32 from 360052-64000 Supplies to 100056-64000 Supplies

Transfer \$1,117.08 from 360052-64150 Gasoline to 100056-64150 Gasoline

Transfer \$150.00 from 360052-64200 Diesel Fuel to 100056-64200 Diesel Fuel
Transfer \$697.03 from 360052-65000 Vehicle/Equip Repair/Maint to 100056-65000
Vehicle/Equip Repair/Maint

4. Cancellation/Rebate of Taxes

- a. #2021-545; 2021-570; 2021-573 thru 579

5. Capital Requests

- a. Public Works - Reallocate funds from the Landfill Tractor Mower budget due to increased costs from the original quote for the Leachate Pumps; transfer \$2,500 from 170082-66916 Mower to 170084-66916 Leachate Pump.

6. Hand Warrants

a. AFLAC	\$32.38
Campco Federal Credit Union	\$150.00
Circuit Court of Campbell County	\$651.38
Campbell Cnty Clerk Tax Acct	\$321,915.04
Campbell Cnty Treasurer - FLX/HSA	\$73,954.34
Wyoming Child Support	\$2,233.28
CCEHBT - Health/Dental/Aflac/Vision	\$768,801.93
Gallagher Benefit Services	\$19,711.96
Wyoming Retirement Life Systems	\$384.00
Wyoming Retirement Systems	\$504,626.43

7. Leases/Software

- a. Commissioners Office - ArchiveSocial Software Powered by CivicPlus, in the amount of \$3,866 for the term of April 1, 2025 to March 31, 2026.
- b. Juvenile Services - Sentinel Offender Services, LLC Monitoring Services Agreement for electronic monitoring equipment and services for the term July 1, 2024 to June 30, 2025.
- c. Juvenile Services
Software Hosting Agreement between Noble Software Group, LLC and Campbell County Drug Court for Annual Hosting for Noble Assessment Platform, in the amount of \$1,450.50 for the term November 2024 to October 31, 2025.
Software Hosting Agreement between Noble Software Group, LLC and Campbell County Diversion for Annual Hosting for Noble Assessment Platform, in the amount of \$2,175.75 for the term November 2024 to October 31, 2025.
Software Hosting Agreement between Noble Software Group, LLC and Campbell County Probation for Annual Hosting for Noble Assessment Platform, in the amount of \$2,175.75 for the term November 2024 to October 31, 2025.

8. Minutes - Board of Commissioners

- a. Director's Meeting Minutes 3/3/25
- b. Commissioners Regular Meeting Minutes 3/4/2025
- c. Public Land Board Meeting 3/13/2025

9. Monthly Reports

- a. Clerk of the District Court - February 2025
- b. County Clerk - February 2025
- c. Sheriff's Office - February 2025

10. Official Bond and Oath

- a. Southfork Estates Improvement & Service District - Pamela Cowen

11. Position Vacancy Justifications

- a. Children's Developmental Services - Administrative Assistant
- b. Children's Developmental Services - Bus Assistant
- c. District Court - Deputy District Court Clerk I
- d. Juvenile Services - Juvenile Diversion Officer
- e. Sheriff's Office - Custodian I

VOUCHERS

- 12. Vouchers

CALENDAR OF EVENTS/VETERANS UPDATE

- 13. Commission Calendar
- 14. Veterans Update

REGULAR BUSINESS

- 15. **9:10 Employee Years of Service Recognition** - *Kristen Verhelst*
- 16. **9:15 Contingency Request, Campbell County Boys and Girls Club** - *Brittney Locken*
- 17. **9:20 Early Head Start Grant Application** - *Nathan Grotrian & Stephanie Stevens*
- 18. **9:25 Sole Source Request, DJI Matrice 30T Drone from Advexure** - *Captain Paul Pownall*
- 19. **9:30 HVAC System Bid Award, Sheriff's Office** - *Chris Dymond*
- 20. **9:35 Change of Capital & Sole Source Request, Bicentennial Ball Field Lights** - *Kevin Geer & Bill Beastrom*
- 21. **9:40 2025 Shared Roads Memorandum of Understanding** - *Kevin Geis*
- 22. **9:45 Creation and Classification of Elections Clerk Position** - *Brandy Elder*
- 23. **9:50 Resolution for Special Prosecution** - *Kyle Ferris*
- 24. **9:55 Opioid Antagonist Administration Policy** - *John Gillenwater*
- 25. **10:00 Grant Administration Policy, Record Retention - Federal, State, Local, and Private Grants** - *Kristin Young & Linda Allred*
- 26. **10:05 Grant Administration Policy, Federal Grants - Purchasing and Procurement: Suspension/Debarment Verification** - *Kristin Young & Linda Allred*
- 27. **10:10 CAM-PLEX Capital & Building Maintenance Reserve Account Resolution** - *Sandra Beeman*
- 28. **10:15 Spaeth Ranch Grazing Lease, Request for Proposals** - *Chairman McCreery & Sandra Beeman*
- 29. **10:20 Spaeth Ranch Scoria Pit, Surface Lands Agreement** - *Sandra Beeman*

PUBLIC HEARING

- 30. **10:30 Adams Rezoning Case** - *Sam Proffer*

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.

- 31. 10:35 Public Comment
- 32. 10:55 Commissioners Final Comments

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

- 33. 11:00 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

ADJOURN