



BOARD OF COMMISSIONERS - AMENDED AGENDA

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

September 3, 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. Additional Staffing/Hours Request

- a. ITS - Request to hire a temporary Programmer Analyst position to develop an interface between the Department of Revenue's new cloud database and the County's website for the public to conduct property searches. The rate of pay is \$40 per hour for a total of 200 hours, amounting to \$8,000 using funds from within the budget.

4. Agreements

- a. Airport - Contractor Agreement between Croell Inc. and Campbell County regarding the Northeast Wyoming Regional Airport, Airport Paving Project, in the amount of \$472,490.50.

5. Budget Line Item Transfers

a. Commissioners FY25

Transfer \$1,458.82 from 310311-67400 Other Grants - Unanticipated
Project:311G25UNAN-COMMISSION to 310311-67010 Fed Op Grant Gen Gov
Project:311GF25EDA-TRAVEL

Transfer \$1,458.82 from 310311-46150 Unanticipated Revenue Project:311G25UNAN-FEDERAL to 310311-42400 Fed Op Grant Gen Gov Project:311GF25EDA-FEDERAL

b. Coroner FY25

Transfer \$150 from 100091-62240 Medical Services/Claims to 100091-62000 Postage & Freight

c. Extension FY25

Transfer \$44.39 from 100101-64150 Gasoline to 100102-64150 Gasoline

d. Public Works FY26

Transfer \$2,080 from 100082-60200 Part-Time - Regular to 100082-60700 Part-Time OT

6. Hand Warrants

- | | |
|-----------------------------------|--------------|
| a. Campco Federal Credit Union | \$150.00 |
| Circuit Court of Campbell County | \$1,324.45 |
| Campbell Cnty Clerk Tax Acct | \$334,374.19 |
| Campbell Cnty Treasurer - FLX/HSA | \$74,109.06 |
| Family Support Registry | \$27.69 |
| Wyoming Child Support | \$1,156.51 |
| Campbell Cnty Clerk Tax Acct | \$25,520.66 |

- | | |
|-----------------------------------|--------------|
| Campbell Cnty Treasurer - FLX/HSA | \$3,495.32 |
| HM Life Insurance Company | \$171,503.98 |
- b. The following are the claims for Part-Time Employees summarized by department for July 2025; Clerk, 1,197.88; Public Works, 4,639.01; Coroner, 1,890.00; Extension, 5,664.00; Public Health, 2,615.74; Children's Center, 13,622.07; Museum, 1,585.03; Fair, 10,590.50; Library, 58,775.69; Parks & Recreation, 173,550.42.
 - c. The following are the claims for Part-Time Employees summarized by department for August 2025; Clerk, 1,068.38; Public Works, 6,443.50; Coroner, 2,760.00; Extension, 5,049.00; District Clerk of Court, 708.72; Public Health, 2,615.74; Children's Center, 7,227.14; Museum, 3,129.17; Fair, 25,227.25; Library, 61,695.10; Parks & Recreations, 154,904.25.

7. Leases/Software

- a. Children's Developmental Services
 - i. FY 25-26 VISTA Leasing Co. Inc. - Main Building
 - ii. FY 25-26 Rocky Mountain Business Equipment - Main Building
 - iii. FY 25-26 VISTA Leasing Co. Inc. - Annex
 - iv. FY 25-26 Rocky Mountain Business Equipment - Annex
- b. Clerk
 - i. FY 25-26 Rocky Mountain Business Equipment
- c. Clerk - Elections
 - i. FY25-26 VISTA Leasing Co Inc.
 - ii. FY25-26 Rocky Mountain Business Equipment
- d. Fair
 - i. FY25-26 VISTA Leasing Co. Inc.
 - ii. FY25-26 Rocky Mountain Business Equipment
- e. Extension Office
 - i. FY25-26 VISTA Leasing Co. Inc
- f. IT Services
 - i. FY25-26 VISTA Leasing Co. Inc
- ii. FY25-26 Tyler Technologies - Cashiering Module in the amount of \$33,746
- g. Parks & Recreation
 - i. FY25-26 VISTA Leasing Co. Inc
 - ii. FY25-26 Rocky Mountain Business Equipment
- h. Public Library
 - i. FY25-26 VISTA Leasing Co. Inc
 - ii. FY25-26 Rocky Mountain Business Equipment
- i. Public Works
 - i. FY25-26 Rocky Mountain Business Equipment
 - ii. FY25-26 Rocky Mountain Business Equipment - Landfill
- j. Sheriff's Office
 - i. FY25-26 Rocky Mountain Business Equipment
 - ii. FY25-26 Guardian RFID - Command Cloud Subscription/Sourcewell Master

Agreement #030425-CDX Public Safety Software. Transfer \$24,437.20 from 100056-64000 Supplies to 100056-62720 Software Cost (Subs/Maint)

8. Minutes - Board of Commissioners

- a. Directors Meeting 8/18/2025
- b. Commissioner Regular Meeting 8/19/2025
- c. Parks and Recreation Board Meeting 8/25/2025
- d. Senior Center Board Meeting 8/27/2025
- e. Children's Development Services Board Meeting 8/27/2025

9. Monthly Reports

- a. Treasurer - June 2025
- b. Treasurer - July 2025

10. Position Vacancy Justifications

- a. Assessor's Office - Appraiser
- b. Children's Developmental Services - Administrative Assistant (1 of 2)
- c. Children's Developmental Services - Administrative Assistant (2 of 2)
- d. Children's Developmental Services - Instructional Assistant
- e. Children's Developmental Services - Instructional Assistant (Floater)

VOUCHERS

- 11. Vouchers

CALENDAR OF EVENTS

- 12. Commission Calendar

REGULAR BUSINESS

- 13. **9:05 Suicide Awareness and Prevention Month Resolution** - *Teddrick Walker*
- 14. **9:10 Contract for Services, Energy Capital Economic Development** - *Rusty Bell*
- 15. **9:15 Contract for Services, Boys and Girls Club** - *Brittany Locken*
- 16. **9:20 Contract for Services, Senior Center** - *Ann Rossi*
- 17. **9:25 Highway Safety Program FY2026 Occupant Protection High Visibility Subaward Grant Agreement** - *Dan Maul*
- 18. **9:30 Highway Safety Program FY2026 Impaired Driving High Visibility Subaward Grant Agreement** - *Dan Maul*
- 19. **9:35 Creation and Pointing of Assistant Director of Operations - CAM-PLEX** - *Brandy Elder & Aaron Lyles*
- 20. **9:40 Juvenile and Family Drug Court Name Change Request** - *Jim Lyon*
- 21. **9:45 Wyoming Analysis and Statistical Center (WYSAC) FY2026 Non-Participating States Partnership Agreement** - *Jim Lyon, Erica Wood & Ryan Anderson*
- 22. **9:50 Library Wyoming Community Foundation Competitive Grant Application, Markerspace Enhancement Project** - *John Jackson*
- 23. **9:55 Wyoming 250 Grant Application, Wright Branch Library Storywalk** - *John Jackson*
- 24. **10:00 Wyoming 250 Grant Application, Library Main Branch Wi-Fi Bench and Statue Project** - *John Jackson*

BREAK

25. **10:15 - Community Services Block Grant (CSBG) FY2026 Sub Award Agreements -**
Linda Allred & Cris Schmitz
26. **10:20 Proposed Planning Commission Bylaws Amendments -** *Sam Proffer*
27. **10:25 District Support Grant, Buckskin Improvement & Service District -** *Clark Melinkovich*
28. **10:30 District Support Grant, Meadow Springs Improvement & Service District -**
Clark Melinkovich
29. **10:35 District Support Grant, Southfork Improvement & Service District -** *Clark Melinkovich*
30. **10:45 District Support Grant, Southside Well Improvement & Service District -** *Clark Melinkovich*
31. **10:50 District Support Grant, Stonegate Improvement & Service District -** *Clark Melinkovich*
32. **10:55 Sheriff's Office Roof Bid Award -** *Clark Melinkovich*

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.

33. 11:00 Public Comment
34. 11:35 Commissioners Final Comments

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

35. 11:45 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

ADJOURN