

Office of County Commissioners
December 17, 2024
Gillette, Wyoming

The Campbell County Board of Commissioners met in regular session, Tuesday, December 17, 2024. Chairman Shelstad called the meeting to order at 9:00 AM. Pastor Marty Crump led the Invocation and the Pledge of Allegiance.

Present were Scott Clem, Jim Ford, Bob Jordan, Kelley McCreery, Del Shelstad, Commissioners; Sandra Beeman, Executive Director of Administration; Kyle Ferris, Deputy County Attorney; 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.

Budget Line-Item Transfers

Commissioner's Office

Transfer \$2,572.00 from 310311-46150 Unanticipated Revenue Project: 311G25UNAN-LOCAL to 310311-42400-Fed Op Grant Gen Gov Project: 311GF25EDA-FEDERAL

Transfer \$2,572.00 from 310311-67400 Other Grants - Unanticipated Project: 311G25UNAN-COMMISSIONER to 310311-67010 Fed Op Grant Gen Gov Project: 311GF25EDA-TRAVEL

Children's Developmental Services

Transfer \$24,361.58 from Unanticipated Revenue Project: 311G25UNAN-FEDERAL to 310704-42560-Fed Cap Grant HlthWelCultRec Project: 704GF25SUV-FEDERAL

Transfer \$24,361.58 from Other Grants-Unanticipated Project: 311G25UNAN-CDS to 310704-68210 Cap Outlay-Vehicles Project: 704GF25SUV-CAPEQUIP

Transfer \$62,078.42 from 310704-42460 Fed Op Grant HlthWelCultRec Project: 704GF25EHS-FEDERAL to 310704-42560 Fed Cap Grant HlthWelCultRec Project: 704GF25SUV-FEDERAL

Transfer \$62,078.42 from 310704-67040 Fed Op Grant HlthWelCultRec to 310704-68210 Cap Outlay-Vehicles Project: 704GF25SUV-CAPEQUIP

Fleet Management

Transfer \$230.00 from 100016-65000 Vehicle/Equip Repair/Maint to 100016-62100 Advert/Publication/Legal

Parks & Recreation

Transfer \$433.00 from 100772-64000 Supplies Project: 770772-SUPPLIES-GENEQUIP to 100772-64000 Supplies Project: 770772-SUPPLIES-SKATESHARP

Transfer \$4,000.00 from 100776-65060 Grounds Maintenance Project: 770776-GROUNDMAIN-FERTILIZER to 100776-65060 Grounds Maintenance Project: 770776-GROUNDMAIN-SAND

Public Health

Transfer \$18,411.08 from 310401-67040-Fed Op Grant HlthWelCultRec to 310401-68120 Cap Outlay-Buildings Improv Project: 401GF23VAC-BUILDIMP

Public Works

Transfer \$3,938.25 from 170081-66935 District Support Grants to 170081-66935 District Support Grants Project: 081DSG>RAFERD>WATER>NONREGION

Transfer \$851.00 from 170081-66935 District Support Grants to 170081-66935 District Support Grants Project: 081DSG>WARDCREEK>WATER>NONREGION

Cancellation/Rebate of Taxes

#2021-380; 2021-383 through 401; 2021-432; 2021-433; 2021-434; 2021-436; 2021-437

Comment Letters

Submission to U.S. Bureau of Land Management (BLM) a Protest of Proposed Resource Management Plan Amendment and Final Environmental Impact Statement for Greater Sage-Grouse Rangewide Planning (Federal Register/Vol.89, No. 221/Friday, November 15, 2024/Notices)

Grants

Community Service Block Grant Assurances Contract Documents for FY26

Hand Warrants

AFLAC	\$32.38
CCEHBT - Health/Dental/Aflac	\$769,021.55
Gallagher Benefit Services	\$19,252.98
VSP of Wyoming	\$8,654.94
Wyoming Retirement Life Systems	\$416.00
Campco Federal Credit Union	\$150.00
Circuit Court of Campbell County	\$682.17
Campbell Cnty Clerk Tax Acct	\$319,753.09
Campbell Cnty Treasurer - FLX/HSA	\$42,301.93
Great West Trust Company	\$26,453.61
Wyoming Child Support	\$2,425.88

The following are the claims for Part-Time Employees summarized by department for November 2024; Clerk, \$2,743.63; Sheriff-Detention, \$1,332.80; Public Works, \$3,938.60; Coroner, \$3,920.00; Extension, \$720.00; District Clerk of Court, \$2,837.86; Public Health, \$2,615.73; Children's Center, \$24,395.50; Museum, \$2,068.30; Fair, \$600.00; Library, \$60,156.20; Parks & Recreation, \$66,989.79.

Minutes - Board of Commissioners

Directors Meeting 12/2/2024

Commissioners Regular Meeting 12/3/2024

Public Land Board Meeting 12/11/2024

Monthly Reports

Clerks Office - November 2024
District Court - November 2024
Sheriff's Office - November 2024

Payroll Payments

11/9/24; 11/23/24; 11/30/24

Position Vacancy Justifications

Children's Developmental Services - Nurse (Part Time)
Museum - Administrative Assistant (Part Time)
Public Health - Nurse
Public Works - Custodian
Public Works - Executive Director
Sheriff's Office - Detention Officer
Treasurer - Deputy I

Resolutions

Amendment One to Resolution 3088 County Commissioners Regular Meeting Schedule for 2025

1. The second meeting in January will be held on January 21, 2025.
2. The first regular meetings in May and October will be moved from Tuesdays to Wednesdays and held in Wright. The May 8, 2025, and October 2, 2025, meetings will be held at 6:00 PM in the Wright Town Hall, 395 Lariat Way.

VOUCHERS

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

Action Lock Key	Vehicle Maint	\$26.97
Advance Auto Parts	Bldg Maint	\$3.24
Alignment Pros	Vehicle Maint	\$984.47
Amazon Capital Svc	Office/Computer Supplies, Supplies, Fed	
	Op Grant HlthWelCult Rec, Vehicle Maint	\$1,278.39
American Millennium	Comm/Net Exp	\$62.20
American Welding	Bldg Maint	\$61.68
API Systems Integrat	Prof Svcs	\$1,725.00
Appliance Repair Co	Prof Svcs	\$765.00
Architectural Spec	Bldg Maint	\$3,414.72
Armcast Trane Serv	Bldg Maint	\$510.56
Arrow Printing Grap	Supplies	\$180.00
Big Horn Tire	Tires, Vehicle Maint	\$1,551.50
Bighorn Hydraulics	Vehicle Maint	\$190.71
Black Hills Chemical	Janitorial Supplies	\$1,272.10
Black Hills Enrg Gas	Utilities	\$8,760.93

Blessings Backpack	1% Hum Serv/Extern Sub Ab	\$11,373.00
Bomgaars	Spec Event/Prog Cost, Clothing/Uniforms, Vehicle Maint, Supplies	\$756.12
Boot Barn	Spec Event/Prog Cost	\$140.00
Border States Elec	Bldg Maint	\$65.23
Boys Girls Club Cc	1% Hum Serv/Extern Sub Ab	\$3,456.91
Buffalo Porta Potty	Vehicle Maint	\$125.00
Carr, Joli A.	Fed Op Grant HlthWelCult Rec	\$66.16
CC Clerk	Fees	\$75.00
CC Health Patient	Med Svcs/Claims	\$5,800.00
CC Treasurer	Fed Op Grant HlthWelCult Rec	\$1,318.62
CDW Government	Cap Outlay-Computer/Tech Equip	\$250.26
Centurylink Phone	Comm/Net Exp	\$196.71
Charm Tex	Inmate Supplies	\$37.24
Charter Comm Cable	Comm/Net Exp, Utilities	\$1,356.33
City Gillette Misc	Prof Svcs, Comm/Net Exp, Planning Commission-Misc	\$3,365.00
City Gillette Util	Fed Op Grant Pub Works, Utilities	\$84,787.07
Clear Creek Counsel	State Op Grant Pub Safety	\$600.00
Clia Laboratory	Med Supplies	\$248.00
CNA Surety	Prof Liability Ins	\$100.00
Coca Cola Bottling	Supplies	\$195.00
Collins Commun	Bldg Maint, Comm/Net Exp	\$22,217.30
Compression Leasing	Postage/Freight	\$867.00
Contractors Supply	Bldg Maint, Postage/Freight	\$292.62
Coremr	Software Cost (Subs/Maint)	\$500.00
Corrisoft	Electronic Monitoring	\$273.60
Croell	Road Materials	\$741.50
Crum Electric Supply	Bldg Maint	\$154.37
Cummins Sales Svc	Vehicle Maint	\$9,812.56
Curalinc Healthcare	Employee Assistance Prog	\$2,257.80
Custom Graphix Signs	Office/Computer Supplies	\$126.00
Dell Marketing	Software Cost (Subs/Maint)	\$5,422.56
Design Construction	CO Rd Main & Pave Mgmt	\$252,780.00
Dustbusters Enter	CO Rd Main & Pave Mgmt	\$14,329.71
Espresso Lube	Vehicle Maint	\$117.97
Family Health	Med Svcs/Claims	\$6,366.00
Farmer Brothers Co	Postage/Freight	\$411.24
Federal Express	Fed Op Grant HlthWelCult Rec	\$10.31
First Citizens Bank	OfficeEquip/Computer/TechLease	\$16,464.00
First Monument Law	Legal/Court Costs	\$770.00
First Natl Bnk Visa	Supplies, Fed Op Grant HlthWelCult Rec	\$191.98
Floyds Truck Center	Vehicle Maint	\$4,354.85

Fulginiti, Courtney	Investigation/Trial	\$75.00
Galls	Postage/Freight	\$125.19
Game One	Janitorial Supplies, Postage/Freight	\$373.45
Gillette Abuse Refug	1% Hum Serv/Extern Sub Ab	\$7,450.19
Gillette News Record	Advert/Publication/LegalNotice	\$6,754.65
Gillette Printing	Supplies	\$1,127.54
Gillette Winsupply	Bldg Maint	\$1,321.62
Glaxosmithkline	Phar Vaccine	\$3,953.94
Golden West Tech	PC & Net Supplies	\$630.30
Govens Farm Ranch	Janitorial Supplies	\$379.75
Grainger	Bldg Maint	\$41.77
Greasewood Water	Road Materials	\$342.96
Grossenburg Implemnt	Vehicle Maint	\$399.01
Grubb, Amber L.	State Op Grant HlthWelCultRec	\$150.00
Hakert, Richard J.	Royalty Payments/Easements	\$1,968.00
Heaton, James Wilson	Election Judges Exp	\$235.00
Homax Oil Sales	Diesel Fuel, Lubricants	\$28,145.88
HookD Up Recovery	Prof Svcs	\$300.00
HUB International	Bldgs/Property Ins	\$210.00
Humphrey Law	Legal/Court Costs	\$3,627.46
IAAO	Assn Dues, Fees and Licensure	\$480.00
Inland Truck Parts	Supplies, Vehicle Maint	\$523.68
Innerface Architect	Cap Outlay-Bldgs Improv	\$475.00
Integrated Mech Sol	CCJPFB Maint	\$1,420.72
J Chad Prof Training	State Op Grant Pub Safety	\$1,600.00
J D Power Appraisal	Supplies	\$450.00
Jadco Services LLC	Vehicle Maint	\$2,480.83
Jims Heating Ac Ref	Prof Svcs	\$1,650.00
JME Ellsworth	1% Solid Waste Capital	\$15,378.01
Jundt, Judy K	Election Judges	\$245.62
Kimball Midwest	Vehicle Maint	\$274.80
King, David A.	Election Judges	\$99.75
Language Line Sol	Prof Svcs	\$38.40
Lexisnexis	Postage/Freight	\$1,357.93
Lubnau Law Office	Legal/Court Costs	\$1,197.00
Lynns Auto Repair	Vehicle Maint	\$3,303.99
Mckesson Med Surgic	Fed Op Grant HlthWelCult Rec, Postage/ Freight	\$958.39
McRae, Ashley D.	Fed Op Grant HlthWelCult Rec	\$136.89
Means First Ext Ws	Utilities	\$214.06
Medical Arts Lab	Med Svcs/Claims	\$5,153.00
Menards Maintenance	Janitorial Supplies	\$175.93
Microgenics Corp	State Op Grant Pub Safety	\$72.81

Mills, Bonnie	Election Judges	\$221.79
Minuteman Press	Supplies	\$297.37
Mitchell McCormick	Med Supplies	\$400.00
Motorola Solutions	Comm/Net Exp	\$3,762.08
Naramore, James J Md	Med Svcs/Claims	\$1,000.00
Nelson Auto Glass	Ins Claims Exp, Vehicle Maint	\$545.38
Nick Carter Law	Legal/Court Costs	\$242.00
Norco Supplies,	Bldg Maint	\$7,197.10
North Star Leasing	Vehicle Maint	\$207.81
Northern Tool Equip	Tools	\$689.99
ODP Business Solutio	Office/Computer Supplies	\$305.94
Olsen, Sara	EE Dev Meet Air Meal Lodg	\$130.00
Optum Flex	Prof Svcs	\$217.50
Overhead Door Co	Bldg Maint	\$484.40
Paintbrush Services	Prof Svcs, Vehicle Maint	\$877.00
PartsOne LLC Supplies,	Tools, Vehicle Maint	\$1,966.54
PB Clerk	Office Equip Maint Contracts	\$841.29
Personal Frontiers	1% Hum Serv/Extern Sub Ab, Prof Svcs	\$4,151.75
Pete Lien Sons	Road Materials	\$1,405.50
PFM Asset Management	Prof Svcs	\$9,774.13
Piekkola, Sena M	EE Dev Meet Air Meal Lodg	\$43.23
Pokeys Bbq Smoke	Wellness Prog	\$1,700.00
Poole, Amy J.	Fed Op Grant HlthWelCult Rec	\$137.56
Powder River En Cons	State Cap Grant Pub Works	\$43,812.39
Powder River En Utl	Utilities	\$11,681.97
Powder River Heating	Cap Outlay-Bldgs Improv	\$12,541.89
Powder River Worksaf	Spec Event/Prog Cost	\$57.00
PRI Management Group	EE Dev Meet Air Meal Lodg	\$279.00
Promaxima Manufact	Cap Outlay-Equipment	\$6,600.00
Purvis Industries	Bldg Maint, Vehicle Maint, Postage/Freight	\$5,684.07
Quill Corporation	Supplies	\$169.95
R & W Water Co	Road Materials	\$346.00
Ramkota Hotel Caspr	EE Dev Meet Air Meal Lodg	\$510.00
Rescue Essentials	Postage/Freight	\$1,538.44
Ride Shine Equine	1% Hum Serv/Extern Sub Ab	\$1,345.00
Riley, Makala	Supplies	\$162.38
Second Chance Minist	1% Hum Serv/Extern Sub Ab	\$2,539.10
Selbys	Supplies	\$79.95
Servall Uniform	Clothing/Uniforms	\$411.20
Shepherd, Jennell	State Op Grant HlthWelCultRec	\$2,778.75
Sherwin Williams	Bldg Maint	\$277.20
Shober, Barbara	Election Judges	\$235.50
Simpsons Printing	Vehicle Maint	\$1,902.00

Smith Psychological	Employment Testing/Background	\$400.00
Southwestern Sales	1% Solid Waste Capital	\$80,170.12
Spotted Dog Ent	Clothing/Uniforms	\$117.50
Steiger, Paula S	Election Judges	\$218.75
Step Stone Counselin	Local Op Grant Pub Safety	\$9,312.62
Summit Fire Protect	CCJPFB Maint	\$2,605.60
Surf N Suds	Med Supplies	\$25.57
TD Invest Rainlocker	Vehicle Maint	\$180.94
TD Invest Winland	Vehicle Maint, Prof Svcs	\$43.30
Team Laboratory Chem	Road Materials	\$873.00
The Chuck Wagon	EE Dev Meet Air Meal Lodg	\$570.00
The Grease Barrel	Vehicle Maint	\$621.16
Thomson Reuters West	Media/Subs/Periodical	\$1,017.79
Thunder Basin Ford	Vehicle Maint	\$301.04
Torgersons	Vehicle Maint, Postage/Freight	\$2,729.53
Trinity Services Grp	Food Service/Supplies	\$19,408.04
Tru Tech Products	Bldg Maint	\$94.74
Two Guys Deco	Cap Outlay-Bldgs Improv, Bldg Maint	\$19,701.18
U S Post Treasurer	Postage/Freight	\$350.00
United Parcel Serv	Postage/Freight	\$13.00
Urbach, Scott E	Election Judges	\$213.25
Verizon Adlt Drg Crt	Comm/Net Exp	\$208.19
Verizon Public Works	Comm/Net Exp	\$53.94
Visionary Broadband	Comm/Net Exp, Prof Svcs	\$258.23
Vital Records Cont	Prof Svcs	\$390.39
Walmart Dist Crt	Jurors & Witness Fees	\$77.02
Waste Connections	Fed Op Grant Pub Works, Utilities	\$3,413.15
Western Stationers	Supplies	\$1,287.80
Weston Cnty Sheriff	Local Op Grant Pub Safety	\$700.00
Westwood Pharmacy	Med Svcs/Claims	\$2,651.90
Wex Fleet Universal	Gasoline	\$290.95
Whites Energy Motors	Supplies	\$103.60
Wright Water Sewer	Utilities, Road Materials	\$947.43
WY Att Gen Backgrd	Supplies	\$39.00
WY Dept Health Prevt	Med Supplies, Med Svcs/Claims	\$966.00
WY Dept Revenue Tax	Sales Tax Payable	\$2,541.86
Wyo Society Prof Eng	EE Dev Meet Air Meal Lodg	\$120.00
Wyoming Behavioral	Med Svcs/Claims	\$3,770.00
Wyoming Health Fairs	Wellness Prog Incentive	\$250.00
Wyoming Machinery	Vehicle Maint	\$11,843.47
Wyoming Rents	Prof Svcs	\$807.11
Wyoming Water Sol	EE Dev Meet Air Meal Lodg	\$118.00
Zoll Medical	1% Emerg/Safety Equip	\$892.00

Commissioner Jordan presented the Commission Calendar.

REGULAR BUSINESS

Commissioners Jim Ford, Bob Jordan, Kelley McCreery, and Scott Clem expressed gratitude to Chairman Del Shelstad for his service on the Board of Commissioners.

Commissioner Clem moved the Board approve the application for Federal Assistance, AIP057 BIL, Southside Hangar Development for the Northeast Wyoming Regional Airport in the amount of \$1,017,000; grant funded at 93.75% Federal, 3.75% State, and 2.5% Local for the period of November 23, 2024, to December 30, 2025, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion carried.

Commissioner McCreery moved the Board approve the Medical Services Contract between Direct Family Care and the Campbell County Sheriff's Office to provide healthcare for inmates incarcerated at the Detention Center for the period of January 1, 2025, to June 30, 2026, as presented. Commissioner Clem seconded the motion. All voted Aye. Motion carried.

Commissioner Jordan moved the Board approve the Sole Source Purchase request to purchase the following items for the Sheriff's Office Special Response Unit:

- Ballistic Compact Response Shields from Amor Research Company in the amount of \$6,213.16.
- Ballistic ATE Lite Helmets from Hard Head Veterans in the amount of \$12,837.86.
- Ballistic Body Armor and Carriers from TYR Tactical in the amount of \$46,621.80.

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

Commissioner Ford moved the Board approve the Grant Award Agreement between the Wyoming Office of Homeland Security and Campbell County for the Emergency Management Performance Grant in the amount of \$60,400 with a local match of \$60,400 for the period of October 1, 2023, to September 30, 2025, as presented. Commissioner Jordan seconded the motion. All voted Aye. Motion carried.

Commissioner Clem moved the Board approve the Service Agreement between Questica LTD and Campbell County for a budget management software in the amount of \$433,374.70 for a 5-year term from January 1, 2025, to January to December 31, 2029, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion carried.

Commissioner Ford moved the Board accept the resignation of Elgin Faber from the Airport Board and appoint Hugh Bennett to serve an unexpired term from December 17, 2024, to December 31, 2026, and appoint Michael Wenz to serve a five (5) year term from January 1, 2025, to December 31, 2029. Commissioner Jordan seconded the motion. All voted Aye. Motion carried.

Commissioner Clem moved the Board appoint Felice Acosta to the Corrections Board representing At Large to serve a four (4) year term from December 17, 2024, to June 30, 2028. Commissioner McCreery seconded the motion. All voted Aye. Motion carried.

Commissioner Clem moved the Board accept the resignation of Dana Anderson from the Fair Board and appoint Lisa Teigan to serve an unexpired term from December 17, 2024, to December 31, 2025, and appoint Myles Haugen to serve a five (5) year term from January 1, 2025, to December 31, 2029. Commissioner McCreery seconded the motion. All voted Aye. Motion carried.

Commissioner Ford moved the Board appoint Shelly Besel to the Lodging Tax Board to serve a three (3) year term from January 1, 2025, to December 31, 2027. Commissioner Jordan seconded the motion. All voted Aye. Motion carried.

Commissioner Clem moved the Board appoint Eric Race to the Predator Management Board representing Sportsman to serve a three (3) year term from January 1, 2025, to December 31, 2027. Commissioner McCreery seconded the motion. All voted Aye. Motion carried.

Commissioner Ford moved the Board approve the Dissolution of the South Douglas Highway Water & Sewer District with its affairs liquidated pursuant to the Findings of Fact and Plan of Dissolution, pursuant to Wyoming Statute §22-29-408. Commissioner Jordan seconded the motion. All voted Aye. Motion carried.

Public Comment was given.

Del Shelstad was recognized for his years of service on the Board of Commissioners.

Commissioner Clem moved the Board convene into an Executive Session to discuss personnel matters. Commissioner Ford 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 11:03 AM. The next regular meeting of the Commissioners will be held Tuesday, January 7, 2025, 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.campbellcountyny.gov