

AGENDA

CAMPBELL COUNTY BOARD OF COMMISSIONERS

BOB MAUL, Chairman
RUSTY BELL
DG REARDON
DEL SHELSTAD
COLLEEN FABER

MARCH 2, 2021

09:00 MEETING CALLED TO ORDER PLEDGE OF ALLEGIANCE

CONSENT AGENDA

- A. [Consent Agenda](#)
-

VOUCHERS

- B. Vouchers

PUBLIC COMMENT

- C. 9:05 For the Good of the County*

REGULAR BUSINESS

- | | |
|---|---------------------------|
| D. 9:15 Sole Source Purchase Requests, Rockpile Museum | Robert Henning |
| E. 9:20 District Support Grant, American Road Water & Sewer | Clark Melinkovich |
| F. 9:25 District Support Grant, Means, Carter, North Hannum I&S | Clark Melinkovich |
| G. 9:30 District Support Grant, Wild Horse Creek I&S | Clark Melinkovich |
| H. 9:35 Board Appointments, CARE Board | Richard Burton/Sandy Lenz |
| I. 9:40 Resolution for Special Prosecution | Mitch Damsky |
| J. 9:45 Flexible Spending Accounts Carryover | Brandy Elder |
| K. 9:50 Area 59 Veteran Scholarship Update | Janell Oberlander |

ADJOURN

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.

Consent Agenda

MINUTES

Board of Commissioners Fire Board Meeting, January 27, 2021
Board of Commissioners Special Meeting, February 11, 2021
Board of Commissioners Regular Meeting, February 16, 2021
Board of Commissioners Fair Board Meeting, February 16, 2021
Board of Commissioners Parks & Recreation Board Meeting, February 22, 2021

MONTHLY REPORTS

Sheriff's Office, Detention – January 2021

PAYROLL PAYMENTS

February 6, 2021

CAPITAL REQUESTS

Children's Center - Budgeted \$2,875 to purchase child restraints with a chest strap, but due to the increase in price per unit, the total amount for 22 units is \$2,924.90; requesting the difference of \$49.90 from account 020.7531.

Public Works - Request for change in capital purchase: Original purchase item is a Carpet Extractor ET 610 for \$5,500. The carpet extractors were repaired and did not need to be replaced. The new purchase item is an Auto Scrubber 14 for \$3,500.

Public Works - Request for change in capital purchase: Original purchase item is a Pull Behind Carpet Machine ES300XP for \$3,500. Flooring types changed and no longer need a carpet machine. The new item is an Advolution 20 XP Corded Burnisher for \$2,000.

LINE ITEM TRANSFERS

Parks & Recreation

Transfer \$500 from 7704.6773 Playground Maintenance to 7702.6666 Janitorial Supplies

Public Works

Transfer \$50,000 from 020.7085 District Support Grants to 020.7085.38 Freedom Hills I&S

OFFICIAL BOND AND OATH

Pinnacle Heights I&S District – Anita Czapeczka

POSITION VACANCY JUSTIFICATIONS

Attorney's Office – Deputy County Attorney
CAM-PLEX – Administrative Assistant
CAM-PLEX – Event Custodian

PROPERTY TRANSFER

Quick Claim Deed to City of Gillette – Bittercreek Estates Park Land

HAND WARRANTS

Campbell County Clerk Tax Account \$293,305.56

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.

WAG – Division of Criminal Investigation	39.00
Campco Federal Credit Union	226.01
Campbell County Treasurer – HSA/FLX	47,340.21
Circuit Court of Campbell County	429.37
Great West Trust Company	44,159.16
Wyoming Child Support	1,688.38
State of Wyoming – Department of Revenue & Taxation	497.37
Wyoming Retirement System	1,420.25
HM Life Insurance Company	173,485.02

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The following page(s) contain the backup material for Agenda Item: [Consent Agenda](#)

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.

Office of County Commissioners
January 27, 2021
Gillette, WY

The Campbell County Board of Commissioners met with the Fire Board on Wednesday, January 27, 2021 at 5:30 PM.

Present were Rusty Bell, DG Reardon, Bob Maul, Del Shelstad, Colleen Faber, Commissioners; Susan F. Saunders, County Clerk; Carol Seeger, Commissioners Administrative Director, Sean Brown, Deputy County Attorney and members of the Fire Board.

Chief Bender gave an update on the Emergency Fire Suppression Account Program and that he believes it is a good investment.

Discussion was held on Station #9, the foundation being stabilized, and Public Works found no issue with the sewer lines, and Station #1 is having foundation issues by the wash bay. They are checking the rest of the building.

The Fire Department will be applying for a grant for their capital equipment.

Chief Bender provided an update on the 2002/2021 truck purchases and what is up for replacement in 2021-2022.

Chief Bender updated the Commissioners on how Wyoming Retirement is going to invest the Fire A. pension funds.

Discussion was held about CCH EMS vehicle maintenance.

Discussion was held on the FY 2021-2022 budget and staffing ideas.

There being no further business to come before the Board, the meeting was adjourned at 6:45 PM.

Susan F. Saunders, Clerk
Board of County Commissioners

Bob Maul, Chairman
Board of County Commissioners

Office of County Commissioners
February 11, 2021
Gillette, Wyoming

Special Meeting

The Campbell County Board of Commissioners met in a Special Meeting, Thursday, February 11, 2021 at 1:30 PM.

The purpose of the Special Meeting was to review and discuss the applications received for the Charitable Relief Program grant funds.

Present were Rusty Bell, DG Reardon, Bob Maul, Commissioners; Cindy Longwell, Deputy County Clerk and Carol Seeger, Commissioners Administrative Director. Commissioner Colleen Faber was present telephonically. Commissioner Del Shelstad was absent from the meeting.

The Commissioners reviewed the applications from agencies applying for the Charitable Relief Program grant funds.

There being no further business to come before the Board the meeting was adjourned at 2:00 PM.

Cindy Longwell, Deputy Clerk
Board of County Commissioners

Bob Maul, Chairman
Board of County Commissioners

Office of County Commissioners
February 16, 2021
Gillette, Wyoming

The Campbell County Board of Commissioners met in regular session, Tuesday, February 16, 2021. Chairman Maul called the meeting to order at 9:00 AM. Pastor Marty Crump led in prayer and Chairman Maul led the Pledge of Allegiance.

Present were Rusty Bell, DG Reardon, Bob Maul, Del Shelstad, Collen Faber, Commissioners; Susan F. Saunders, County Clerk; Carol Seeger, Commissioners Administrative Director; Mitch Damsky, County Attorney and Sean Brown, Deputy County Attorney.

The following consent agenda was presented:

MINUTES:

Board of Commissioners Directors Workshop, February 1, 2021
Board of Commissioners Executive Session, February 1, 2021
Board of Commissioners Regular Meeting, February 2, 2021
Board of Commissioners Executive Session, February 2, 2021

MONTHLY REPORTS:

Clerk of District Clerk – January 2021
County Clerk – January 2021
Sheriff's Office – January 2021
Treasurer's Office – January 2021
941 Tax Report – 4th Qtr 2020

PAYROLL PAYMENTS:

January 23, 2021

CANCELLATION/REBATE OF TAXES:

#4282, 4283, 4284, 4285, 4286, 4287, 4288, 4289

EMERGENCY SICK LEAVE BANK DONATIONS:

Request transfer of 100 hours from Employee #333577 to ESLB

LETTERS:

Request letter to approve the application for Federal Resource Policy Account (FNRPA) funding to participate in the implementation of the Thunder Basin National Grasslands (TBNG) Amendment.

Request letter to approve the application for Federal Resource Policy Account (FNRPA) funding to participate in the implementation of the Converse Oil & Gas Project (CCOGP).

LINE ITEM TRANSFERS:

Library - Transfer \$1,500 from 711.6022 Fulltime – Regular Salaries & Wages to 713.6023 Fulltime – O.T.

SICK LEAVE TRANSFERS:

Transfer 40 hours from Employee #102138 to Employee #149711
Transfer 40 hours from Employee #102138 to Employee #149711
Transfer 40 hours from Employee #326051 to Employee #662354
Transfer 40 hours from Employee #558514 to Employee #662354

TRANSFERS:

Transfer of four plat cabinets to Park County
HAND WARRANTS:

Campco Federal Credit Union	\$1,176.01
Campbell County Clerk Tax Account	312,663.00
Campbell County Parks & Recreation Activity Fund	31.00
Campbell County Treasurer – HSA/FLX	70,377.04
Great West Trust Company	40,386.66
Wyoming Child Support	1,688.38
Franklin County Sheriff Office	15.00
CCEHBTA – Health	756,427.72
CCEHBTA – Dental	42,522.60
Delta Dental Plan of Wyoming	1,892.40
Gallagher Benefit Services – Reliance	20,155.94
Vision Service Plan of Wyoming	8,370.10
WAG – Division of Criminal Investigation	39.00
Whites Energy Motors	29,775.00
Home Depot	37.23

Commissioner Reardon moved to approve all items of the Consent Agenda as presented.
Commissioner Bell seconded the motion. All Voted -Aye. Carried.

There was no Public Comment or Good of the County provided.

Commissioner Bell moved to approve the District Support Grant Application for Freedom Hills Improvement and Service District in the amount of \$50,000 from the Optional One Percent Sales Tax fund to replace damaged water tank, Water & Sewer, Priority 4. Commissioner Faber seconded the motion. All Voted -Aye. Carried.

Commissioner Reardon moved to approve the transfer of the Campbell County Juvenile Diversion Program from the County Attorney's Office to Juvenile Services effective February 21, 2021, as presented. Commissioner Shelstad seconded the motion. All Voted -Aye. Carried.

Commissioner Faber moved to approve the resignation of Jim Hloucal from the Corrections Board and appoint Chief Chuck Deaton, representing the Gillette Police Department to serve an unexpired three-year term, ending June 30, 2022. Commissioner Reardon seconded the motion. All Voted -Aye. Carried.

Commissioner Shelstad moved to approve Resolution Number 2068 for the appointment of Jill Kucera, Senior Assistant Attorney General Human Services Division, in and for the State of Wyoming or other designee of the Wyoming Attorney General's Office, to represent Campbell County and to make, in their sole discretion, a proper disposition of all potential criminal matters involving Juvenile Case #5478, in which the Campbell County Attorney's Office has a conflict of interest. Commissioner Faber seconded the motion. All Voted -Aye. Carried.

Commissioner Faber moved to approve the Campbell County Compensation Committee Recommendation for Fiscal Year 2021-2022, as presented. Commissioner Shelstad seconded the motion. All Voted -Aye. Carried.

Commissioner Reardon moved to approve the Charitable Program Relief Grant Awards and the issuance of hand warrants as follows:

<u>Organization</u>	<u>Total Approved</u>
American Legion Post 42	\$5,000.00
American Legion Post 42 Baseball	30,000.00
Blessings in a Backpack	45,000.00
Boys and Girls Club	30,000.00
Chamber of Commerce Foundation	6,000.00
CLIMB Wyoming (Gillette)	17,821.50
Council of Community Services	119,465.58
Fur Kids Foundation	5,043.00
Gillette Abuse Refuge Foundation	36,000.00
Gillette College Foundation	84,000.00
Gillette Hockey Association	22,326.00
Gillette Reproductive Health	11,197.95
Gillette Swim Team	21,481.00
Moose Lodge #1957	11,000.00
Society of Petroleum Engineers	238,000.00
Sons of the American Legion	3,000.00
The Salvation Army	39,146.00
Women's Resource Center	22,000.00
Wright Community Assistance	21,479.00
Wyoming Biker's Association	20,000.00
YES House Foundation	<u>34,191.00</u>
	\$822,151.03

Commissioner Bell seconded the motion. Commissioner Bell-Aye, Chairman Maul-Aye, Commissioner Shelstad-Nay, Commissioner Faber-Aye, Commissioner Reardon -Aye. Carried.

Mitch Damsky left the meeting.

The Commissioners convened into a Workshop with Rick Mansur, Parks and Recreation Director regarding the upcoming Camporee event.

There being no further business to come before the Commissioners the meeting was adjourned at 10:55 AM. The next regular meeting of the Commissioners will be held Tuesday, March 2, 2021, at 9:00 AM in the Commissioners Chambers in the Courthouse.

Susan F. Saunders, County Clerk
Board of County Commissioners

Bob Maul, 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.ccgov.net

Office of County Commissioners
February 16, 2021
Gillette, WY

The Campbell County Board of Commissioners attended the Fair Board meeting, Tuesday, February 16, 2021 at 6:00 PM.

Present were Rusty Bell, Bob Maul, DG Reardon, Del Shelstad, Colleen Faber, Commissioners; Susan F. Saunders, County Clerk; Carol Seeger, Commissioners Administrative Director; Sean Brown, Deputy County Attorney and members of the Fair Board.

Discussion was held on budget preparation for Fiscal Year 2021-2022.

Discussion was held on the board secretary possibly approving requisitions in Tyler.

Discussion was held on board training.

Discussion was held on the upcoming Camporee event.

No action was taken by the Commissioners and they left the meeting at 6:20 PM.

Susan F. Saunders, Clerk
Board of County Commissioners

Bob Maul, Chairman
Board of County Commissioners

Office of County Commissioners
February 22, 2021
Gillette, WY

The Campbell County Board of Commissioners met with the Parks and Recreation Board Monday, February 22, 2021 at 4:00 PM.

Present were Rusty Bell, Bob Maul, Del Shelstad, Colleen Faber, Commissioners; Kendra Anderson, Deputy County Clerk; Sean Brown, Deputy County Attorney and Carol Seeger, Commissioners Administrative Director. Commissioner DG Reardon was present telephonically.

Discussion was held on the FY 2021-2022 capital and operational budget preparation.

Discussion was held on the Centennial Section property.

Discussion was held on using the Cam-Plex Park for the upcoming Camporee.

There being no further business to come before the Board, the Commissioners left the meeting at 5:05 PM.

Kendra Anderson, Deputy Clerk
Board of County Commissioners

Bob Maul, Chairman
Board of County Commissioners

SHERIFF'S DEPT DETENTION
MONTHLY STATEMENT
JANUARY 2021

Approved by the Board of County
Commissioners this..... day of

.....A.D. 20.....

.....
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.....
.....
.....
.....

The State of Wyoming } ss.
County of Campbell }

This instrument was filed
on the____ day of____
20_____.

County Clerk

By_____
Deputy



MONTHLY SHERIFF'S STATEMENT-*DETENTION CENTER*

Statement of the collection of **Scott D. Matheny** as Sheriff within and for the County of Campbell, State of Wyoming, for the month ending **January 2021** and filed with the County Clerk for presentation of the Board of County Commissioners of said County as required by Wyoming State Statute 18-3-814.

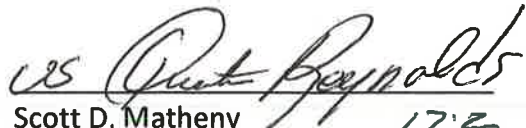
COUNTY SHERIFF

10 Day Housing	\$19,695.00
Split Sentence Housing	\$15,180.00
Probation Sanctions	\$660.00
Parolee Housing	\$6,890.00
Restitution	\$15.00
Medical Reimbursement	\$1,659.85
City of Gillette Housing	\$12,150.00
CCCF Housing	\$3,360.00
Juvenile Housing	\$150.00
U.S. Marshal Housing	\$2,600.00
24/7 Program	\$4,708.50
Juvenile Housing	\$4,575.00
TOTAL	\$71,643.35

****Direct Deposit****

I hereby certify that the above is a true and correct statement of the monies collected by me as such officer during the month above mentioned and that the same has been paid into the County Treasury, the appropriate court, or entity.

Date: 02-10-2021


Scott D. Matheny
Campbell County Sheriff

PAYROLL PAYMENT

FOR THE PAY PERIOD (s) ENDING

February 6, 2021

We do hereby approve the County Payroll as presented this 2nd day of March, 2021

Member

Member

Member

Member

Chairman

CAMPBELL COUNTY
Request for Change of Capital Purchase

Agency Requesting Change: Children's Developmental Services of Campbell County _____

Description of Original Purchase Item: **25** Child restraint w/chest strap _____

Description of New Purchase Item: **22** Child restraint w/chest strap _____

Account Number: 0207254 _____

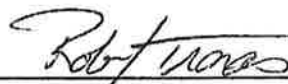
Reason for Change: **Only needing 22 child restraints instead of 25 and price has gone up since**

Original quote. We will be \$49.90 over the original amount. Asking for full funding of \$2924.90

Instead of the \$2875.00 (\$49.90 difference) _____

Do you intend to purchase the original capital item later this fiscal year? ____ yes ____ Xno

If yes, how do you plan to fund the purchase? _____



Signature of Department Head



Date

Approved _____ Disapproved _____

County Commissioner

Date

Reason for Disapproval _____

ROUTING:

Originating Department: Complete and submit to Commissioners

Commissioners Office: Review and return to original to requesting Department; Copy to Budget Officer; Copy to File

Department :CDS-CC
Ship To: 1801 S 4-J Road
Gillette, WY 82718

Central States Bus Sales
1200 Sugar Creek Square
Fenton, MO 63026
636-342-6050

Account Number	Description	Property No.	Quantity	Estimate Price
0207254	Child restraint w/ chest strap, 25,-65 lbs #F102182		22	2875.00
703.6146	Balance owing			49.90
			Totals:	2924.90

Office of the Commissioners Use Only

Approval Signature:

Signature: 



Sales Order

Bill To
 CHILDREN'S DEVELOPMENTAL SERVICES OF CAMPB...
 1801 SOUTH 4-J ROAD
 GILLETTE WY 82716

Date 1/28/2021
Order # SO859181
Acct. No. 34011217

Terms COD
Cust PO #
Ship Via UPS GROUND - FREE ...
Tracking #
Ship To Phone Number

Item	Quantity	Units	Description	Unit Pri	Amount
F103182	22	EA	STAR, STANDARD CHILD RESTRAINT WITH CHEST STRAP, 25-65 LBS	132.95	2,924.90

Thank you for doing business with Central States Bus Sales, Inc.

Subtotal 2,924.90
Shipping Cost (UPS GROUND - FREE FREIGHT) 0.00
Total \$2,924.90

Thank you for doing business with Central States Bus Sales, Inc. (This is a Sales Order - NOT Invoice)
 Please visit our website at www.centralstatesbus.com
 NO RETURNS ON ELECTRICAL ITEMS. PLEASE HAVE YOUR INVOICE AVAILABLE. NON-STOCK / SPECIAL ORDER ITEMS ARE SUBJECT TO OUR SUPPLIER'S RETURN POLICIES. (I.E. 20% RESTOCK CHARGE, NON-RETURNABLE, ETC.)

Ship To CHILDREN'S DEVELOPMENTAL ... 1801 SOUTH 4-J ROAD GILLETTE WY 82716
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SO859181

CAMPBELL COUNTY
Request for Change of Capital Purchase

Agency Requesting Change: Public Works _____

Description of Original Purchase Item: Carpet Extractor ET 610 - \$5500 _____

Description of New Purchase Item: Auto Scrubber 14" - \$ 3500 _____

Account Number: 875.7191 _____

Reason for Change: Carpet Extractors we had were repaired and do not need to be replaced.
By purchasing the Auto scrubber this year we won't need to submit it under next year Capital
request. _____

Do you intend to purchase the original capital item later this fiscal year? ___ yes X no

If yes, how do you plan to fund the purchase? _____



Signature of Department Head

2/11/2021

Date

Approved _____ Disapproved _____

County Commissioner

Date

Reason for Disapproval _____

ROUTING:

Originating Department: Complete and submit to Commissioners

Commissioners Office: Review and return to original to requesting Department; Copy to Budget Officer; Copy to File

CAMPBELL COUNTY
Request for Change of Capital Purchase

Agency Requesting Change: Public Works _____

Description of Original Purchase Item: Pull Behind Carpet Machine ES300XP - \$3500 _____

Description of New Purchase Item: Advolution 20 XP corded Burnisher- \$ 2000 _____

Account Number: 875.7191 _____

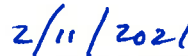
Reason for Change: Flooring types changed and will not need Pull Behind Carpet Machine, we need a burnisher instead. By purchasing the Burnisher this year we won't need to submit it under next year Capital request. _____

Do you intend to purchase the original capital item later this fiscal year? ____ yes X no

If yes, how do you plan to fund the purchase? _____



Signature of Department Head



Date

Approved _____ Disapproved _____

County Commissioner

Date

Reason for Disapproval _____

ROUTING:

Originating Department: Complete and submit to Commissioners

Commissioners Office: Review and return to original to requesting Department; Copy to Budget Officer; Copy to File

Wyoming



Western Surety Company

OFFICIAL BOND AND OATH

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 71421492

That we Anita Czapeczka

of Gillette, Wyoming, as Principal, and WESTERN SURETY COMPANY, a corporation duly licensed to do business in the State of Wyoming, as Surety, are held and firmly bound

unto PINNACLE HEIGHTS I&S DISTRICT, the State of Wyoming, in the penal

sum of Ten Thousand and 00/100 DOLLARS (\$ 10,000.00),

to which payment well and truly to be made, we bind ourselves and our legal representatives, jointly and severally, firmly by these presents.

Dated this 25th day of January, 2021.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the above bounden

Appointed ☒

Principal was duly Elected ☐ to the office of Treasurer

in the of PINNACLE HEIGHTS I&S DISTRICT

and State aforesaid for the term beginning February 14, 2021, and ending

February 14, 2022.

NOW THEREFORE, If the above bounden Principal and his deputies shall faithfully, honestly and

impartially perform all the duties of his said office of Treasurer

as is or may be prescribed by law, and shall with all reasonable skill, diligence, good faith and honesty safely keep and be responsible for all funds coming into the hands of such officer by virtue of his office; and pay over without delay to the person or persons authorized by law to receive the same, all moneys which may come into his hands by virtue of his said office; and shall well and truly deliver to his successor in office, or such other person or persons as are authorized by law to receive the same, all moneys, books, papers and things of every kind and nature held by him as such officer, the above obligation shall be void, otherwise to remain in full force and effect.

Approved by the Board of County Commissioners this 2nd day of March, A.D. 2021.

Anita Czapeczka

Principal

WESTERN SURETY COMPANY

By

Paul T. Brudat

Paul T. Brudat, Vice President

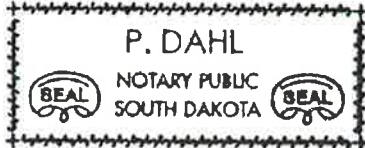
ACKNOWLEDGMENT OF SURETY
(Corporate Officer)

STATE OF SOUTH DAKOTA
County of Minnehaha

} ss

On this 25th day of January, 2021, before me, appeared

Paul T. Bruflat to me personally known, being by me sworn, and did say that he is the aforesaid officer of WESTERN SURETY COMPANY, and that the seal affixed to said instrument is the corporate seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its Board of Directors, and said officer acknowledged said instrument to be the free act and deed of said corporation.



P. Dahl

Notary Public

My Commission Expires June 18, 2025

OATH OF OFFICE

I do solemnly swear (or affirm) that I will support, obey and defend the constitution of the United States, and the constitution of the state of Wyoming; that I have not knowingly violated any law related to my election or appointment, or caused it to be done by others; and that I will discharge the duties of my office with fidelity.

Anita Czapiczka

State of Wyoming

County of Campbell } ss

This Oath of Office was subscribed and sworn to before me by Anita Czapiczka
on this 1st day of February, 2021

My commission expires



Teresa Kirkpatrick
Notary Public, Wyoming

ACKNOWLEDGMENT OF PRINCIPAL

THE STATE OF WYOMING

County of Campbell } ss

On this 1st day of February, 2021, before me, personally appeared

Anita Czapiczka

, to me known to be the person described in and who executed the foregoing instrument as Principal, and acknowledged that the same was executed as

her

free act and deed.

My commission expires

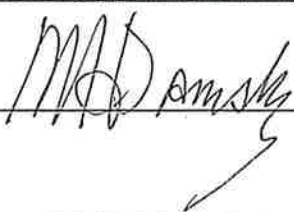


Teresa Kirkpatrick

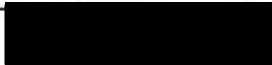
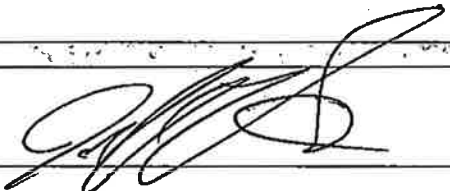
Notary Public, Wyoming

Position Vacancy Justification

2021-004

Department:	County Attorney's Office		Date:	2/23/2021	
Position Title:	Deputy County Attorney				
Classification Band / Range:	113	Current Salary of Incumbent:	\$85,181.60		
Salary Range:	Min 75,600.81	Mid 94,501.02	Max 113,401.22		
Justification for Hiring Position:	Current case load justifies hiring this position				
Termed Incumbent:	[REDACTED]				
Position Originated:	County				
Funding Source for Position:	County: Yes	State: No	Federal: No	Other: No	Explain Other:
Status Code:	Full-Time Yes	Part-Time No	Number of Annual Hours:		2080 - Exempt position
Reason for Vacancy:	Replacement due to Termination: Yes		Replacement due to Retirement:		New Position:
Existing Budgeted Position:	Yes				
Benefit Eligible:	Yes				
Department Head Signature & Date					
Commissioner Approval & Date:					

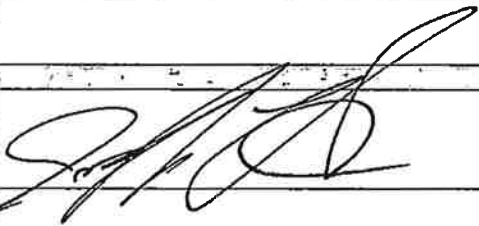
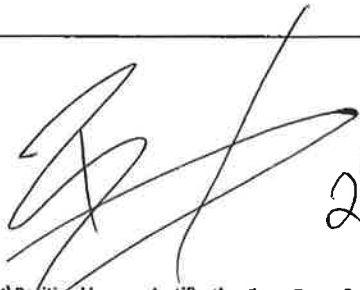
Position Vacancy Justification 2021-003

Department:	CAM-PLEX			Date:	2/22/2021
Position Title:	Administrative Assistant				
Classification Band / Range:	104	Current Salary of Incumbent:	\$15.99		
Salary Range:	Min \$15.99	Mid \$19.98	Max \$23.98		
Justification for Hiring Position:	Filling existing budgeted position due to involuntary separation				
Termed Incumbent:					
Position Originated:	1985				
Funding Source for Position:	County: Yes	State: No	Federal: No	Other: Yes	Explain Other: City – 20%
Status Code:	Full-Time Yes	Part-Time	Number of Annual Hours:		2080
Reason for Vacancy:	Replacement due to Termination: X		Replacement due to Retirement:		New Position:
Existing Budgeted Position:	Yes				
Benefit Eligible:	Yes				
Department Head Signature & Date	 2/23/21				
Commissioner Approval & Date:					

BE 2/23/21

Position Vacancy Justification

2021-005

Department:	CAM-PLEX		Date:	10/30/2020	
Position Title:	Event Custodian				
Classification Band / Range:	103	Current Salary of Incumbent:	\$14.67		
Salary Range:	Min \$14.67	Mid \$18.33	Max \$22.00		
Justification for Hiring Position:	Filling existing budgeted position due to involuntary separation.				
Promoted Incumbent:					
Position Originated:	1985				
Funding Source for Position:	County: Yes	State: No	Federal: No	Other: Yes	Explain Other: City – 20%
Status Code:	Full-Time Yes	Part-Time	Number of Annual Hours:		2080
Reason for Vacancy:	Replacement due to Separation: X		Replacement due to Retirement:		New Position:
Existing Budgeted Position:	Yes				
Benefit Eligible:	Yes				
Department Head Signature & Date	 2/25/21				
Commissioner Approval & Date:	 2/25/21				

QUITCLAIM DEED

KNOW ALL MEN BY THESE PRESENTS that **Campbell County, Wyoming**, by and through its Board of County Commissioners, of 500 S. Gillette Ave., Ste. 1100, Gillette, Campbell County, Wyoming 82716, **GRANTOR**, for and in consideration of the sum of Ten Dollars and other good and valuable consideration, in hand paid, receipt whereof is hereby acknowledged, has **REMISED, RELEASED AND FOREVER QUITCLAIMED** to the **City of Gillette**, a Wyoming city of the first class, of 201 E. Fifth Street, Gillette, Wyoming 82716, **GRANTEE**, and by these presents does for its successors and assigns, forever, all such right, title, claim and demand as it may have or ought to have, in and to all of the following described premises, to wit:

A tract of land identified as "Park Land" in the Bittercreek Estates Subdivision recorded in Book 9 of Plats, Page 172; of the records of the Campbell County Clerk and more particularly described as follows:

Tract B of the Bittercreek Estates located in the E½ of the SW¼ of the NW¼ and the E½ of the NW¼ of the SW¼ of Section 13, Township 50 North, Range 72 West of the 6th P.M., Campbell County, Wyoming.

SUBJECT TO all easements, restrictions, reservations and encumbrances of record.

DATED THIS _____ day of March, 2021.

(seal)

ATTEST:

CAMPBELL COUNTY, WYOMING

Susan Saunders
Campbell County Clerk

Robert Maul, Chairman
Campbell County Commission

STATE OF WYOMING)
) §
COUNTY OF CAMPBELL)

The above and foregoing quitclaim deed was acknowledged before me by Robert Maul as Chairman of the Board of Campbell County Commissioners on this _____ day of March, 2021.

Witness my hand and official seal.

Notarial Officer

My commission expires:

**OFFICE**

500 South Gillette Avenue
Suite 1100
Gillette, Wyoming 82716
(307) 682-7283
(307) 687-6325 FAX
www.ccgov.net

TO: Board of Commissioners
FROM: C.C. Parks and Recreation
DATE: 2-19-2021
SUBJECT: Line Item Transfer Request

Please make the following line item transfers:

Transfer From: 7704 – Parks			Transfer To: 7702 – Ice Arena	
Amount	Account #	Account Name	Account #	Account Name
\$500.00	7704.6773	Playground Maintenance	7702.6666	Janitorial Supplies

Explanation: Request do to increased cost of cleaning due to Covid-19

Director Approval: *Rich Mauer*



OFFICE

500 South Gillette Avenue
Suite 1100
Gillette, Wyoming 82716
(307) 682-7283
(307) 687-6325 FAX
www.ccgov.net

TO: Board of Commissioners
FROM: Wendy Balo, Public Works
DATE: 2/16/2021
SUBJECT: Line Item Transfer Request

Please make the following line item transfers:

Transfer From:			Transfer To:	
Amount	Account #	Account Name	Account #	Account Name
\$50,000.00	020.7085	District Support Grants	020.7085.38	Freedom Hills I&S

Explanation: Replacing and upsizing water storage tank and replacing chlorination building
Grant request approved 2/16/21

The following page(s) contain the backup material for Agenda Item: [9:15 Sole Source Purchase Requests, Rockpile Museum](#)

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.



MEMORANDUM

... from the Rockpile Museum

RE: Sole Source Purchase Request for ScanPro Microfilm Scanner
FROM: Robert Henning, Rockpile Museum Director
TO: Campbell County Commissioners
DATE: 2/12/2021

Chairman Maul and County Commissioners:

The Rockpile Museum is requesting permission to acquire a ScanPro 2200 Microfilm Scanner from e-Image Data through a sole source purchase per the Campbell County Purchasing and Procurement Policy.

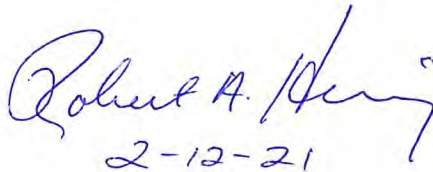
Justification:

As approved in our FY20-21 budget request, the Rockpile Museum is in need of a modern microfilm reader and scanner for customer and internal research. After extensive product research last year, it was decided that that e-Image Data ScanPro 2200 was the digital microfilm scanner that would be best for the museum's needs.

This specialized equipment is only sold through authorized e-Image Data re-sellers and Mr. Tom Rodzewich with e-Image Data is the salesman for our region. To our knowledge, there is no local re-seller and no other source for this product except through the company's own sales system. Therefore, we are requesting permission for a sole source purchase from e-Image Data in the amount of \$6,085.00.

Please write or call with any questions you may have. Thank you for your time and attention to this matter.

Robert Henning
Rockpile Museum Director
rhenning@ccgov.net
307-682-5723, ext. 7601



2-12-21



MEMORANDUM

... from the Rockpile Museum

RE: Sole Source Purchase Request for Museum Sound System
FROM: Robert Henning, Rockpile Museum Director
TO: Campbell County Commissioners
DATE: 2/12/2021

Chairman Maul and County Commissioners:

The Rockpile Museum is requesting permission to acquire a new sound system from Haggerty's Audio Visual – Wyoming Division through a sole source purchase per the Campbell County Purchasing and Procurement Policy.

Justification:

As approved in our FY20-21 budget request, the Rockpile Museum needs a new sound system for events and programs at the museum. To our knowledge, Mr. Curtis and Haggerty's is the only local business that can provide the desired products, assemble them, and provide training on their use. In our effort to continue to purchase goods and services locally, we are requesting permission for a sole source purchase from Haggerty's Audio Visual – Wyoming Division in the amount of \$6,857.45.

Please write or call with any questions you may have. Thank you for your time and attention to this matter.

Robert Henning
Rockpile Museum Director
rhenning@ccgov.net
307-682-5723, ext. 7601

Robert H. Henning
2/12/2021

The following page(s) contain the backup material for Agenda Item: [9:20 District Support Grant, American Road Water & Sewer](#)

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.



Department of Public Works - Engineering Division

500 S. Gillette Avenue, Suite 1400 Gillette, WY 82716 | 307-685-8061 Office | 307-687-6468 Fax

DISTRICT SUPPORT GRANT MEMORANDUM

SECTION 1 - General

FROM: Clark Melinkovich, P.E., Public Works Senior Engineer *CM*
TO: Board of County Commissioners
SUBJECT: District Support Grant Application From: **American Road W&S**
DATE: 10/14/2020
American Road W&S has submitted a District Support Grant application in the amount of \$50,000 for water tank replacement

SECTION 2 - Grant Type and Priority Priority 4, Water and Sewer

SECTION 3 - Costs and Eligibility Enlargement Eligible? No

Total Estimated Project Cost:	\$207,125			
Total Number of District Lots:	76			
Total allowable grant over a 5-yr period:	76	lots	@	\$1,500
Total amount of Grants approved over current 5-yr period:				\$ 114,000
Total amount not subject to \$1500/lot limitation				\$ 12,521
Remaining Grant eligibility this current 5-yr period:				\$ -
Current Fiscal Year Awards	\$ -			O.K.
Remaining Eligibility this Fiscal Year	\$ 50,000	N.G.		

SECTION 4 - Compliance

American Road W&S District is compliant with the elections office per a 2/24/2021 memo

SECTION 5 - Analysis Priority 4, Water and Sewer

Priority 4, Water and Sewer (PR-4) 25% not funded by other grants, up to \$50,000

%	Total	Grant	Item
100	\$ -	\$ -	
50	\$ -	\$ -	
33	\$ -	\$ -	
25	\$ 207,125	\$ 50,000	\$50,000 max
Totals	\$ 207,125	\$ 50,000	

SECTION 6 - Quotes Received

	Company	Total	Notes: Engineering cost estimate. The project will be designed and bid out.
1			
2			
3			
4			

SECTION 7 - Recommendation

I recommend the Board approve the District Support Grant request from Improvement and Service District in an amount not to exceed for water tank replacement	American Road W&S \$ 50,000	Funding History	
		5 year	\$12,521
		10 year	\$12,521
		Since Incept	\$164,869
Approved? Y or N	\$	Date Approved	



DISTRICT SUPPORT GRANT APPLICATION

District Name: American Road Water & Sewer District Requested Amount: \$50,000.00

Mailing Address: PO Box 2874, Gillette, WY 82717

Contact Person: Valerie DuBeau, President

Day Time Phone: 307-682-5959

Application is requesting financial assistance to form a District? Yes No X

Applicant is requesting financial assistance for connection to regional water? Yes No X

Is the project anticipated to be complete in the next 18 months? Yes X No

Description of proposed project: (Include engineering reports, portion to be funded by grant, etc.)
Engineer, bid and construct a new 110,000 gallon water tank to be placed on the existing foundation.

Total project cost (estimated) (itemize on separate sheet: \$32,900.00 engineering + \$174,225.00 estimated project cost = \$207,125 estimated cost.

Projected start date: March 18, 2021 Projected completion date: Dec., 31, 2021

Briefly describe why the project is needed:

The roof on the water tank is collapsing, resulting in water tank failure. After a recent windstorm, a beam came down and put a hole in the tank so the tank couldn't hold properly treated water any longer. We are currently connected to a temporary water storage tank to provide water to residents, until we can get a new tank constructed. The engineer's evaluation has indicated that we should be able to use the existing foundation. If needed, we can apply to a local bank for partial funding in addition to using the District's reserves. There are 76 taps on the water system, and we know that the temporary tank will be inadequate for summer months and will be working quickly to bid and construct the new tank. The engineer's construction estimate is attached along with a cost estimate for engineering on the project.

Governing Board members: Valerie DuBeau, President / Tammie Jones, Vice President / Bonnie Lewis-Noble, Secretary/Treasurer / Cory Dicus, Director / Gordon DuBeau, Director

Acreage (approximate) of district or proposed district: 202 acres

Date of district formation (if applicable) November 15, 1988

Number of lots: 76

Population of District: 243 (approximately)

Ratio of Developed and undeveloped land: All lots improved

Is area legally platted? Yes

District boundary map included? Yes

Is District Zoned? Yes If so, what is it zoned? Rural Residential

Is District in compliance with the Elections Office? (Submit letter of compliance). Yes

FINANCIAL INFORMATION

Current Mill Levy for the Subdivision \$ 0.00

Current Assessed Valuation (County Assessor's Office) \$ 979,167

Current Indebtedness \$ 0.00

Current Income statement and balance sheet \$ 228,584

Water and sewer rates, tap fees, plant investment fees, association or district dues (Describe)
\$45 per month base rate includes 18,000 gallons of water / \$3 per 1,000 gallons up to 25,000
gallons / \$3.50 per 1,000 gallons for anything over 25,000 gallons

Will project generate user fees, charges, other revenues or income revenue? Yes No X

List and describe other potential funding sources:

Bank loan (if needed)

Other pending applications for funding:

None

Land developers or others whose business ventures will directly benefit from project and funding
or other assistance requested, received, or pledged from these sources:

None

(SEAL)

Respectfully submitted,

Valerie F. DuBois

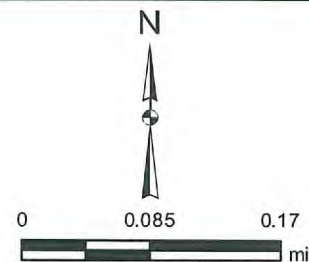
Title: President AEW&SD

Attest:

Bonnie Lewis Noble
Secretary



Date: 2/23/2021
Time: 2:31:12 PM



CAMPBELL COUNTY, WYOMING

DEPARTMENT
OF PUBLIC WORKS

500 S. Gillette Ave, Gillette, Wyoming 82716
Phone # 307 685-8061
Fax # 307 687-6349



INBERG-MILLER ENGINEERS

Casper | Cheyenne | Douglas | Gillette | Green River | Riverton

February 15, 2021

21743-LE

2 PDF PAGES BY EMAIL: HLCATHEY@COLLINS.COM
THIS CONSTITUTES THE ORIGINAL

American Road Water & Sewer District
Board of Directors
P.O. Box 2874
Gillette, WY 82717

RE: AMERICAN ROAD WATER STORAGE TANK REPLACEMENT
ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST
CAMPBELL COUNTY, WYOMING

Dear Board of Directors:

Based on your acceptance of our recommendation to replace your damaged 110,000-gallon tank, we have prepared an opinion of probable construction cost. It is important to note that tank size analysis showed the existing tank is adequately sized according to Wyoming Department of Environmental Quality standards for systems with an average daily demand of less than 50,000 gallons. The construction cost estimate includes these general assumptions:

- Demolition of the existing tank
- Replacement of the tank with a similar model, which is still produced
- Utilization of the existing foundation
- Installation of a tank ventilation system which will greatly reduce corrosion in the tank headspace
- Utilization an upgraded tank coating system

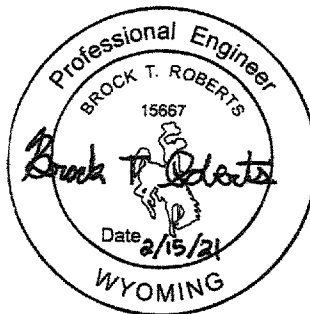
We preliminarily estimate the construction cost of this project to be **\$174,225.00**.

If you have any questions, please contact us at (307) 682-5000.

Sincerely,

INBERG-MILLER ENGINEERS

Steven Bruce, P.E.
Senior Civil Engineer



REVIEWED BY

Brock Roberts, P.E.
Civil Engineer

BTR:bb\p:21743-LE AMERICAN ROAD WATER AND SEWER DISTRICT Storage Tank Analysis and Design\Civil\eng cost estimate\21743-LE EOPC Letter.docx

Enclosure: Engineer's Opinion of Probable Construction Cost



Civil | Geotechnical | Environmental | Materials Testing | Surveying | Drilling
Scan the QR Code using your mobile device to learn more about our services.



AMERICAN ROAD WATER STORAGE TANK PROJECT
ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST

February 15, 2021

Item	Description	Unit	Qty	Unit Price	Total
1	Mobilization	Lump Sum	1	\$15,000.00	\$15,000.00
2	Furnish & Install 110,000-Gallon Tank	Lump Sum	1	\$80,000.00	\$80,000.00
3	Tank Connections	Each	6	\$1,000.00	\$6,000.00
4	Demolish Existing Tank	Lump Sum	1	\$35,000.00	\$35,000.00
5	Tank Vent System & Controls	Lump Sum	1	\$7,500.00	\$7,500.00
6	Modify & Re-attach Building	Lump Sum	1	\$8,000.00	\$8,000.00
Subtotal					\$151,500.00
15% Contingency					\$22,725.00
Total Project					\$174,225.00

FEES

The following is a list of smaller budgets pertaining to your project. Your project may or may not require all these budgets. We feel it is our job to completely cover your entire possible project and present options should you require the rather than keep asking for addition budget.

BASE REPAIR PROJECT:

Evaluate Existing Tank	\$2,800
Study & Cost Analyses, Repair vs. New	\$1,500
Design a Repair Project ("minor" DEQ Permit)	\$5,600
Oversee Repairs.....	\$1,000
TOTAL	\$10,900

*see analysis
(1/15/21 letter)*

OPTIONS:

AERATION & VENTILATION

Aeration & Vent Detail Drawings (DEQ Permit)	\$3,000
TOTAL	\$3,000

NEW TANK, PLANNING AND CONSTRUCTION ADMIN

Design & DEQ Permit Certifications New Tank.....	\$9,000
New Tank Foundation Geotechnical & Concrete Design	\$6,000
Pumphouse, Site & Underground Plumbing Modifications.....	\$2,500
Project Manual, Specifications & Public Bid.....	\$4,800
Funding Requests Exhibits, County DSG & Private Bank Est.	\$1,000
Public Project Construction Administration, As-builts.....	\$5,000
TOTAL	\$29,900

Separate budgets may be approved as the project proceeds. Our fee for services performed will be charged at our current hourly, unit, and expense rates. We **estimate** the cost of the proposed scope of services described above to be **\$10,900**. If services in addition to the **Basic Repair Project** scope of services appear necessary, we will perform such services at our current hourly, unit, and expense rates with budgets set forth in the **OPTIONS** above. This proposal is valid if accepted by January 1, 2021.

PERFORMANCE SCHEDULE

Upon receipt of a signed proposal, we will be available to perform the services described herein at the request of your authorized representative.

FY 20-21 District Support Grant Master List

Meeting Date	District Name	Project Cost	Grant Award	Budget Remaining	Project Description
Beginning Approved Budget				\$ 225,000.00	
07/07/20	Rocky Point	\$ 1,800.00	\$ 594.00	\$ 224,406.00	Road Maintenance
07/07/20	Overbrook	\$ 8,075.00	\$ 2,019.00	\$ 222,387.00	Road Maintenance
07/07/20	Oriva Hills	\$ 24,123.00	\$ 6,031.00	\$ 216,356.00	Road Maintenance
08/04/20	Rocky Point	\$ 1,800.00	\$ 594.00	\$ 215,762.00	Road Maintenance
10/06/20	Pinnacle Heights	\$ 6,600.00	\$ 1,650.00	\$ 214,112.00	Road Maintenance
01/05/21	Little Thunder	\$ 1,487.50	\$ 1,487.50	\$ 212,624.50	District Formation
02/06/21	Freedom Hills	\$ 330,000.00	\$ 50,000.00	\$ 162,624.50	Water Tank
Total FY20-21 Awards		\$ 373,885.50	\$ 62,375.50	16.68%	
Budget Remaining			\$ 162,624.50	72% Budget Remaining	

Breakdown of FY20-21 District Support Grant Awards		
Grant Type	Total	Percentage
Meters/ water	\$ 50,000.00	80.2%
Road Maintenance	\$ 10,888.00	17.5%
Street Sweeping	\$ -	0.0%
Sewer Jetting	\$ -	0.0%
Engineering/ grant requests	\$ -	0.0%
District Formation	\$ 1,487.50	2.4%
Total	\$ 62,375.50	100.0%

American Road Water & Sewer District
020.7085.29

Date	Description	Awards	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Priority 6 25%	Priority 6 33%	Priority 6 50%	Priority 7	Priority 8	Disbursement	Balance	Project Cost
10/4/1988	Establishment & Prel Eng DSG-4A	3,633.12											-	3,633.12	
10/25/1988	Pay req 1												3,633.12	-	
5/16/1989	Water Design DSG-4B	23,500.00												23,500.00	
5/31/1989	Pymt 1												455.00	23,045.00	
7/24/1989	Pymt 2												6,002.22	17,042.78	
7/28/1989	Pymt 3												370.00	16,672.78	
11/11/1989	Pymt 4												2,407.60	14,265.18	
12/11/1989	Pymt 5												1,805.70	12,459.48	
3/26/1990	Pymt 6												4,761.12	7,698.36	
4/6/1990	Pymt 7												1,459.77	6,238.59	
6/5/1990	Water System Constr. DSG-4C	21,000.00												21,000.00	
6/22/1990	Pymt 1												262.16	26,976.43	
7/17/1990	Pymt 2												23,844.76	3,131.67	
7/17/1990	Pymt 3												1,430.69	1,700.98	
8/13/1990	Pymt 4												1,700.98	(0.00)	
11/20/1990	Water System Constr. DSG-4D	50,000.00												50,000.00	
11/21/1990	Pymt 1												50,000.00	-	
11/19/1996	New Well DSG-4E	49,000.00												49,000.00	
7/16/1997	Pymt (Eng) GDR#1 DSG-4E												1,003.66	47,996.34	
7/16/1997	Pymt (Eng) GDR#2 DSG-4E												1,954.14	46,042.20	
8/12/1997	Pymt (Eng) GDR#3 DSG-4E												638.45	45,403.75	
9/17/1997	Pymt (Eng) GDR#4 DSG-4E												1,626.00	43,777.75	
10/17/1997	Pymt (Driller & Eng) GDR#5 DSG-4E												28,689.99	15,087.76	
11/19/1997	Pymt (Driller & Eng) GDR#6 DSG-4E												8,303.28	6,784.48	
12/22/1997	Pymt (Power & Eng) GDR#7 DSG-4E												1,344.97	5,439.51	
1/20/1998	Pymt (Eng) GDR#8 DSG-4E												442.90	4,996.61	
1/18/2000	Returned to Account												4,996.61	(0.00)	
4/20/2010	DSG 29-1 Water System Modifications	1,041.25												1,041.25	
	Pymt 1												1,041.25	-	
7/20/2010	DSG 29-2 Geologic Analysis Leach Flds	2,275.00												2,275.00	
	returned to general fund after 18 m													-	
7/20/2010	DSG 29-3 Water Tank Repair/Cleaning	1,898.75												1,898.75	
10/22/2010	Pay Req #1-Final												807.50	1,091.25	
4/19/2016	DSG 2015.27 -76 Water Meters	12,521.00			12,521.00									12,521.00	
11/16/2016	Pay req 1-final												12,521.00	-	

5 YearTotals 12,521.00 - - 12,521.00 - - - - - - 12,521.00

76 Eligible 114,000.00
Awards 12,521.00
Disbursements 12,521.00
Subject to 1500. 0.00
Not subject to 1500. 12,521.00
Remaining current 5-yr period 114,000.00

not subject to \$1500/lot limitation

American Road Water & Sewer District
Balance Sheet
As of February 22, 2021

February 22, 2021
Accrual Basis

	Feb 22, 21
ASSETS	
Current Assets	
Checking/Savings	
First Northern Bank - Checking	2,881.29
First Northern Bank -Savings/MM	225,703.00
Total Checking/Savings	228,584.29
Accounts Receivable	
Accounts Receivable	87.13
Total Accounts Receivable	87.13
Total Current Assets	228,671.42
Fixed Assets	
Water Meters/Radio Read 2016	37,943.00
Water Tank 2021	16,670.00
Water Well Structures/Other	
Buildings / Well Head Protect.	4,587.10
Total Water Well Structures/Other	4,587.10
Well / State Lands & Investment	138,700.00
Total Fixed Assets	197,900.10
TOTAL ASSETS	426,571.52
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	69,428.77
Retained Earnings	361,004.83
Net Income	(3,862.08)
Total Equity	426,571.52
TOTAL LIABILITIES & EQUITY	426,571.52

American Road Water & Sewer District

Profit & Loss

July 2020 through June 2021

February 22, 2021
Accrual Basis

	Jul '20 - Jun 21
Ordinary Income/Expense	
Income	
Capital Credits	108.42
Fees Charged / Budget	
Certified Letter Charges	139.30
Late Fees	485.00
Reconnect Fee	25.00
Shut Off Fee	50.00
Total Fees Charged / Budget	699.30
Interest Income / Bank	1,470.80
Tower Rent	1,120.00
Water Usage	
Empty Lot	225.00
Water Usage - Other	25,667.00
Total Water Usage	25,892.00
Total Income	29,290.52
Gross Profit	29,290.52
Expense	
Administration Expenses/Budget	
Dues and Subscriptions	450.00
Legal / Attorney Fees (1099)	12.00
Professional Fees	
Board Member	550.00
Contract Clerical Services & Su	3,675.00
Total Professional Fees	4,225.00
Supplies / Office	
Postage and Delivery	
Certified Letter	146.25
Stamps	300.85
Total Postage and Delivery	447.10
Supplies / Office - Other	43.35
Total Supplies / Office	490.45
Total Administration Expenses/Budget	5,177.45
Fixed Charges / Budgetary Item	
Insurance	
Bonding	100.00
Property	1,500.00
Total Insurance	1,600.00
Total Fixed Charges / Budgetary Item	1,600.00
Operations Expenses / Budget	
Repairs	
Meters	299.40
Water system	
Flushing Hydrant	2,533.80
Water system - Other	9,990.55
Total Water system	12,524.35
Total Repairs	12,823.75
Utilities	
Electric	5,514.90

American Road Water & Sewer District

Profit & Loss

July 2020 through June 2021

February 22, 2021
Accrual Basis

	Jul '20 - Jun 21
Total Utilities	5,514.90
Water System Management	
Chemical Testing	1,719.00
Chlorine	1,501.50
Locates	65.00
Meter Reading	1,078.00
Shut Off / Turn On Fee	75.00
Water Operator	3,598.00
Total Water System Management	8,036.50
Total Operations Expenses / Budget	26,375.15
Total Expense	33,152.60
Net Ordinary Income	(3,862.08)
Net Income	(3,862.08)

The following page(s) contain the backup material for Agenda Item: [9:25 District Support Grant, Means, Carter, North Hannum I&S](#)

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.



Department of Public Works - Engineering Division

500 S. Gillette Avenue, Suite 1400 Gillette, WY 82716 | 307-685-8061 Office | 307-687-6468 Fax

DISTRICT SUPPORT GRANT MEMORANDUM

SECTION 1 - General

FROM: Clark Melinkovich, P.E., Public Works Senior Engineer *CM*
TO: Board of County Commissioners
SUBJECT: District Support Grant Application From: **Means, Carter, North Hannum I&S**
DATE: 10/14/2020
Means, Carter, North Hannum I&S has submitted a District Support Grant application in the amount of \$ 3,029.78 for Mag chloride application to gravel roads for dust control

SECTION 2 - Grant Type and Priority

Priority 6, Gravel Road

SECTION 3 - Costs and Eligibility

Enlargement Eligible? No

Total Estimated Project Cost:

Total Number of District Lots: 84

Total allowable grant over a 5-yr period:	84	lots	@	\$1,500	\$ 126,000
---	----	------	---	---------	------------

Total amount of Grants approved over current 5-yr period:	\$ 18,389
---	-----------

Total amount not subject to \$1500/lot limitation	\$ -
---	------

Remaining Grant eligibility this current 5-yr period:	\$ 107,611
---	------------

Current Fiscal Year Awards	\$ -	O.K.
----------------------------	------	------

Remaining Eligibility this Fiscal Year	\$ 50,000	O.K.
--	-----------	------

SECTION 4 - Compliance

Means, Carter, North Hannum I District is compliant with the elections office per a 2/9/2021 memo

SECTION 5 - Analysis

Priority 6, Gravel Road

Priority 6, Gravel Road (PR-6) 50% up to \$50,000 drainage, 33% up to \$50,000 connecting roads, 25% up to \$50,000 gravel

%	Total	Grant	Item
100	\$ -	\$ -	
50	\$ -	\$ -	
33	\$ -	\$ -	
25	\$ 12,119.10	\$ 3,029.78	
Totals	\$ 12,119.10	\$ 3,029.78	

SECTION 6 - Quotes Received

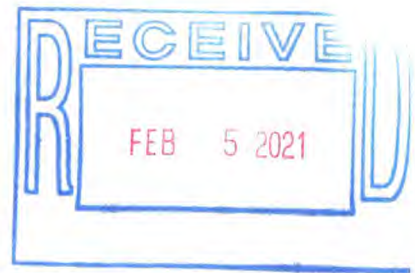
	Company	Total	Notes: Dustbusters has applied mag chloride every year for the past 4 years and the District Board is pleased with its effectiveness.
1	Dustbusters, Inc.	\$ 12,119	
2	Wyoming Earthmoving Corp	\$ 21,930	
3			
4			

SECTION 7 - Recommendation

I recommend the Board approve the District Support Grant request from Improvement and Service District in an amount not to exceed \$ 3,029.78 for Mag chloride application to gravel roads for dust control	Means, Carter, North Hannum		Funding History	
			5 year	\$18,389
			10 year	\$179,193
			Since Incept	\$179,193
Approved? Y or N	\$	Date Approved		



DISTRICT SUPPORT GRANT APPLICATION



District Name: Means, Carter & N Hannum ISD Requested Amount: \$3,029.78

Mailing Address: PO Box 4082, Gillette, WY 82717

Contact Person: Montie Means

Day Time Phone: 307-680-9286

Application is requesting financial assistance to form a District? Yes No X

Applicant is requesting financial assistance for connection to regional water? Yes No X

Is the project anticipated to be complete in the next 18 months? Yes X No

Description of proposed project: (Include engineering reports, portion to be funded by grant, etc.)
Apply mag chloride for dust control on all of the District's roads – approximately 3 miles.

Total project cost (estimated) (itemize on separate sheet: \$12,119.10 (Dustbusters bid)

Projected start date: April 1, 2021 Projected completion date: September 30, 2021

Briefly describe why the project is needed:

Dust control keeps the dust down throughout the year. The District has applied mag chloride every year for the past four years on the District's roads, and the Board is pleased with its effectiveness. 13,930 gallons is the quantity that was applied in 2019 and 2020, so the grant request is based on that quantity.

Two bids were received from Wyoming Earthmoving Corporation for calcium chloride and Dustbusters for Mag Chloride. The District has used Dustbusters for the past few years and is satisfied with the product.

Governing Board members: Montie Means, President / Ethan Strand, Vice President / Bob Holum, Secretary/Treasurer

Acreage (approximate) of district or proposed district: 169.52 +/- acres

Date of district formation (if applicable) 2012

Number of lots: 84

Population of District: 252 (approximately)

Ratio of Developed and undeveloped land: All land is developed.

Is area legally platted? Yes

District boundary map included? Yes

Is District Zoned? Yes/No If so, what is it zoned? R-R, R-S, and Not Zoned

Is District in compliance with the Elections Office? (Submit letter of compliance). Yes

FINANCIAL INFORMATION

Current Mill Levy for the Subdivision \$ 32,400

Current Assessed Valuation (County Assessor's Office) \$ 1,322,712

Current Indebtedness \$ 0.00

Current Income statement and balance sheet \$ 81,455 (Bank Balance)

Water and sewer rates, tap fees, plant investment fees, association or district dues (Describe)
District maintains roads only - \$400 per lot (except those on Hannum Road are \$200 per lot).

Will project generate user fees, charges, other revenues or income revenue? Yes No X

List and describe other potential funding sources:

None

Other pending applications for funding:

None

Land developers or others whose business ventures will directly benefit from project and funding or other assistance requested, received, or pledged from these sources:

None

Respectfully submitted,

(SEAL)

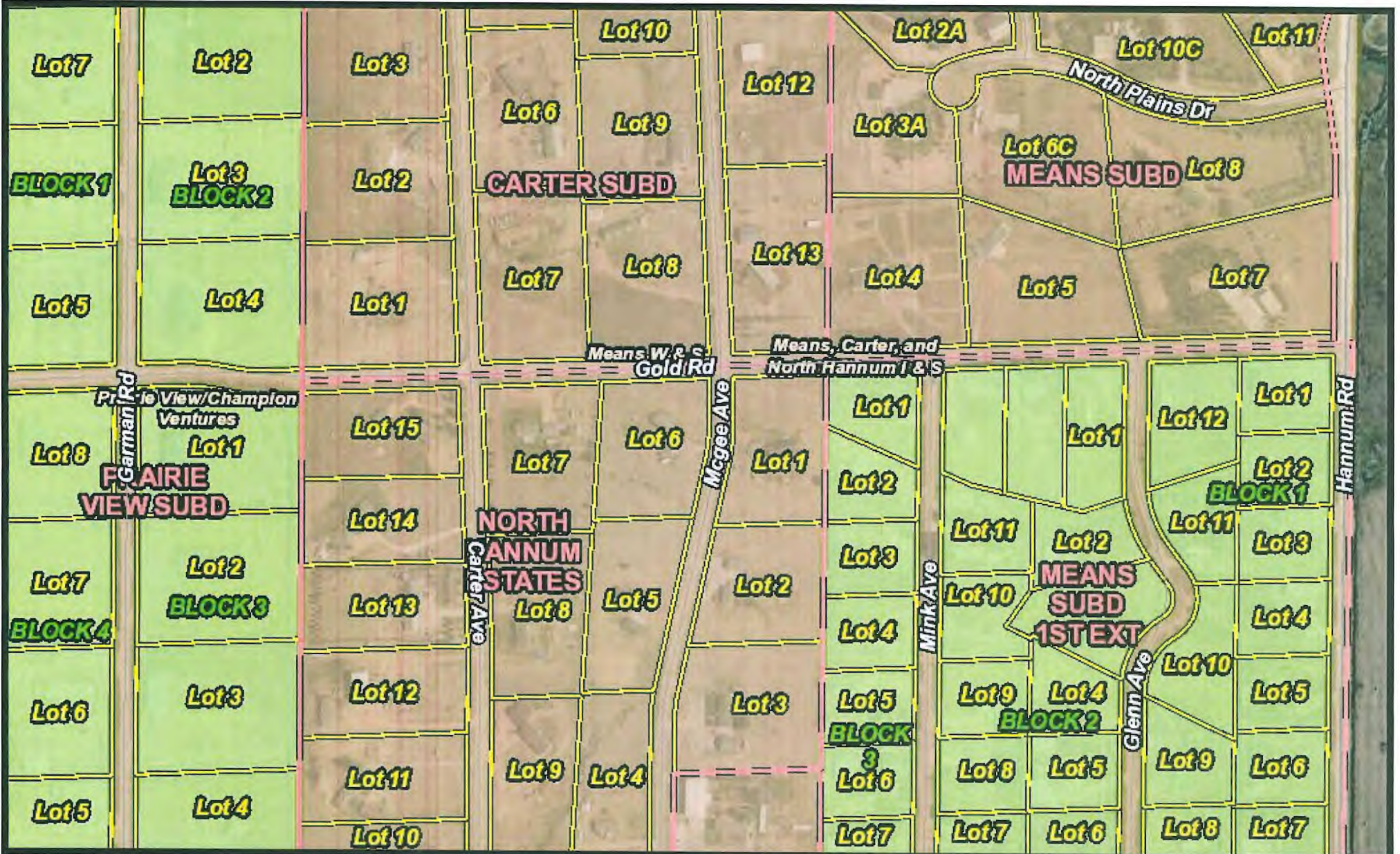
X Monte D. Meyer

Title: President

Attest:

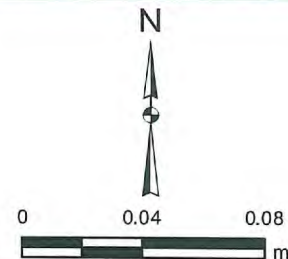
X Robert Holman

Secretary




Campbell County
 w y o m i n g

Date: 2/5/2021
 Time: 11:37:28 AM



CAMPBELL COUNTY, WYOMING

DEPARTMENT
 OF PUBLIC WORKS

500 S. Gillette Ave. Gillette, Wyoming 82716
 Phone # 307 685-8061
 Fax # 307 687-6349

District Support Grant Roadway Cost Estimate Template

Project: Spring/Early Summer 2021: Application of Mag Chloride (dust control) on all of the roads, approximately 15,910' X 24' wide.

ROADWAY PROJECT INFORMATION										
District Means, Carter & North Hannum Improvement & Service District									Submit one form for each road	
Surfacing			Blading		Drainage/Ditch			Dust Control		
Road Name	Len (Ft)	Wid (Ft)	Thick (In)	Len (Ft)	Wid (Ft)	Len (Ft)	Deep (Ft)	Culverts?	Len (Ft)	Wid (Ft)
All Roads									15,910'	24'

Contractor Name/Address:	Wyming Earthmoving Corporation
CONTRACTOR PRICING	

Check if Apply	Surfacing	Tons	\$/Ton *	Total \$	
	Limestone (J, W, L)				*includes aggregate, delivery and placement of aggregate. If mixing two aggregates (ie concrete/asphalt), fill out both rows. If cost does not include placement of aggregate, please state and then include it under blading below. Scoria is often in cubic yards instead of tons. If this is the case, mark out tons and put in CY
	Scoria (2" max)				
	Crushed Concrete				
	Crushed Asphalt				
	Other (Specify)				
Surfacing Subtotal					

Check if Apply	Blading	Hrs	\$/Hr *	Total \$	
	Crowning/Surfacing				* includes cost of water and application of water to road surface. May also include blading shoulders for drainage to ditches
	Water Truck				
Blading Subtotal					

Check if Apply	Drainage	LF	\$/LF *	Total \$	
	Install 12" culvert				* includes materials and installation of culverts. For ditches, cost includes cutting ditches, disposing of excess material if applicable, and any erosion protection measures necessary
	Install 18" culvert				
	Install 24" culvert				
	Cut Ditches				
Drainage Subtotal					

Check if Apply	Dust Control	Gallons	\$/Gallon *	Total \$	
	Mag Chloride				* includes product and application of product to roadway
x	Other (Specify)	21500	\$ 1.02	\$21,930	
Dust Control Subtotal					
Total Cost Estimate				\$21,930	

S:\ENG_Shar\Dist Support Grants\All Templates\Roadway Cost Estimate Template

13,930 gal x 1.02 = \$14,208.60

District Support Grant Roadway Cost Estimate Template

Project: Spring/Early Summer 2021: Application of Mag Chloride (dust control) on all of the roads, approximately 15,910' X 24' wide.

ROADWAY PROJECT INFORMATION										
District		Means, Carter & North Hannum Improvement & Service District							Submit one form for each road	
		Surfacing			Blading		Drainage/Ditch		Dust Control	
Road Name	Len (Ft)	Wid (Ft)	Thick (In)	Len (Ft)	Wid (Ft)	Len (Ft)	Deep (Ft)	Culverts?	Len (Ft)	Wid (Ft)
All Roads									15,910'	24'

Contractor Name/Address:	Dustbusters Inc.
--------------------------	------------------

CONTRACTOR PRICING				
Check if Apply	Surfacing	Tons	\$/Ton *	Total \$
	Limestone (J, W, L)			
	Scoria (2" max)			
	Crushed Concrete			
	Crushed Asphalt			
	Other (Specify)			
Surfacing Subtotal				

*includes aggregate, delivery and placement of aggregate. If mixing two aggregates (ie concrete/asphalt), fill out both rows. If cost does not include placement of aggregate, please state and then include it under blading below. Scoria is often in cubic yards instead of tons. If this is the case, mark out tons and put in CY

Check if Apply	Blading	Hrs	\$/Hr *	Total \$
	Crowning/Surfacing			
	Water Truck			
Blading Subtotal				

* includes cost of water and application of water to road surface. May also include blading shoulders for drainage to ditches

Check if Apply	Drainage	LF	\$/LF *	Total \$
	Install 12" culvert			
	Install 18" culvert			
	Install 24" culvert			
	Cut Ditches			
Drainage Subtotal				

* includes materials and installation of culverts. For ditches, cost includes cutting ditches, disposing of excess material if applicable, and any erosion protection measures necessary

Check if Apply	Dust Control	Gallons	\$/Gallon *	Total \$
X	Mag Chloride	13,930	0.87	12,119.10
	Other (Specify)			
Dust Control Subtotal				
Total Cost Estimate				12,119.10

* includes product and application of product to roadway

FY 20-21 District Support Grant Master List

Meeting Date	District Name	Project Cost	Grant Award	Budget Remaining	Project Description
Beginning Approved Budget				\$ 225,000.00	
07/07/20	Rocky Point	\$ 1,800.00	\$ 594.00	\$ 224,406.00	Road Maintenance
07/07/20	Overbrook	\$ 8,075.00	\$ 2,019.00	\$ 222,387.00	Road Maintenance
07/07/20	Oriva Hills	\$ 24,123.00	\$ 6,031.00	\$ 216,356.00	Road Maintenance
08/04/20	Rocky Point	\$ 1,800.00	\$ 594.00	\$ 215,762.00	Road Maintenance
10/06/20	Pinnacle Heights	\$ 6,600.00	\$ 1,650.00	\$ 214,112.00	Road Maintenance
01/05/21	Little Thunder	\$ 1,487.50	\$ 1,487.50	\$ 212,624.50	District Formation
02/06/21	Freedom Hills	\$ 330,000.00	\$ 50,000.00	\$ 162,624.50	Water Tank
Total FY20-21 Awards				\$ 373,885.50	\$ 62,375.50
Budget Remaining				\$ 162,624.50	16.68%
					72% Budget Remaining

Breakdown of FY20-21 District Support Grant Awards		
Grant Type	Total	Percentage
Meters/water	\$ 50,000.00	80.2%
Road Maintenance	\$ 10,888.00	17.5%
Street Sweeping	\$ -	0.0%
Sewer Jetting	\$ -	0.0%
Engineering/grant requests	\$ -	0.0%
District Formation	\$ 1,487.50	2.4%
Total	\$ 62,375.50	100.0%

Means, Carter & N. Hannum I & S District
020.7085.50

Date	Description	Award	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Priority 6 25%	Priority 6 33%	Priority 6 50%	Priority 7	Priority 8	DISBURSED	BALANCE	Project Cost
7/19/2011	DSG #1 - Formation	4,500.00	4,500.00											4,500.00	
8/19/2012	Pay request 1												4,500.00	0.00	
4/2/2013	DSG 2012.22 Grant preparation	11,000.00		11,000.00										11,000.00	
8/22/2013	Pay request 1												4,203.00	6,797.00	
10/27/2013	Pay request 2												5,423.25	1,373.75	
5/27/2014	Pay request 3-Final												1,373.75	0.00	
4/16/2013	DSG 2012.25 Road Maintenance	1,386.00						1,386.00						1,386.00	
8/19/2013	Pay Req 1												1,206.55	179.45	
8/22/2013	Pay Req 2-Final												179.45	0.00	
4/1/2014	DSG 2013.15 Gold Road	60,224.00							0.00	60,224.00				60,224.00	
12/18/2014	Pay Req 1-all figured at 50%												48,576.61	11,647.39	
4/23/2015	Pay Req 2-Final												11,647.39	0.00	
11/18/2014	DSG 2014.10 Mink Road Surfacing	36,669.00						36,669.00						36,669.00	
1/28/2016	Pay Req 1												19,981.10	16,687.90	
4/7/2016	Pay Req 2-Final												16,687.90	0.00	
11/18/2014	DSG 2014.09 Mink Road drainage	50,000.00								50,000.00				50,000.00	
1/28/2016	Pay Req 1												2,043.33	47,956.67	
4/7/2016	Pay Req 2-Final												36,790.25	11,166.42	
4/19/2016	DSG 2015.31 Mag Chloride	2,600.00						2,600.00						2,600.00	
6/23/2016	Pay req 1-final												2,588.60	11.40	
4/18/2017	DSG 2016.18 Road Maintenance	3,948.00						3,948.00						3,948.00	
7/15/2017	Pay req-1-final												3,948.00	0.00	
4/17/2018	DSG 2017.18 Road Maintenance	4,358.00						4,358.00						4,358.00	
7/10/2018	Pay req 1-final												2,728.63	1,629.37	
5/7/2019	DSG 2018.20-Mag Chloride	4,508.00						4,508.00						4,508.00	
6/30/2019	Pay req 1-final												2,960.13	1,547.87	
4/7/2020	DSG 2019.05 Mag Chloride	2,975.00						2,975.00						2,975.00	
6/18/2020	Pay Req 1 - final												2,960.13	14.87	
5yr total		18,389.00		0.00	0.00	0.00	0.00	18,389.00	0.00	0.00	0.00	0.00	15,185.49		
10yr total		179,193.00													

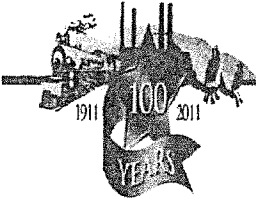
\$10,915.00

Lots		
84	Eligible	126,000.00
	Awards	18,389.00
	Disbursements	15,185.49
	Subject to 1500.	18,389.00
	Not subject to 1500.	0.00
	Remaining current 5-yr period	107,611.00

not subject to \$1500/lot limitation



Office of
COUNTY CLERK



500 S. Gillette Avenue, Suite 1600 • P.O. Box 3010 • Gillette, WY 82717
Phone: 307.682.7285 • Fax 307.687.6455

February 9, 2021

To: Helenanne Cathey

RE: Means, Carter & North Hannum Improvement and Service District

The requirements below have been met by the Means, Carter & North Hannum Improvement and Service District. Having met the requirements, Means, Carter & North Hannum Improvement and Service District is currently in compliance with the Campbell County Elections Office.

Notice of Board – 01/20/2021

Proposed Budget – 04/30/2020

Final Budget – 07/07/2020

Public Records – 07/09/2020

Map - YES

Department of Audit - YES

Department of Revenue - YES

Sincerely,

Kendra Anderson
Deputy County Clerk

The following page(s) contain the backup material for Agenda Item: [9:30 District Support Grant, Wild Horse Creek I&S](#)

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.



Department of Public Works - Engineering Division

500 S. Gillette Avenue, Suite 1400 Gillette, WY 82716 | 307-685-8061 Office | 307-687-6468 Fax

DISTRICT SUPPORT GRANT MEMORANDUM

SECTION 1 - General

FROM: Clark Melinkovich, P.E., Public Works Senior Engineer *CM*
TO: Board of County Commissioners
SUBJECT: District Support Grant Application From: **Wild Horse Creek I&S**
DATE: 10/14/2020

Wild Horse Creek I&S has submitted a District Support Grant application in the amount of \$ 15,474.23 for gravel to be added to heavily traveled roads

SECTION 2 - Grant Type and Priority

Priority 6, Gravel Road

SECTION 3 - Costs and Eligibility

Enlargement Eligible?

No

Total Estimated Project Cost:	\$37,929				
Total Number of District Lots:	55				
Total allowable grant over a 5-yr period:	55	lots	@	\$1,500	\$ 82,500
Total amount of Grants approved over current 5-yr period:					
Total amount not subject to \$1500/lot limitation					
Remaining Grant eligibility this current 5-yr period:					\$ 82,500
Current Fiscal Year Awards					O.K.
Remaining Eligibility this Fiscal Year	\$ 50,000	O.K.			

SECTION 4 - Compliance

Wild Horse Creek I&S District is compliant with the elections office per a 3/9/2020 memo

SECTION 5 - Analysis

Priority 6, Gravel Road

Priority 6, Gravel Road (PR-6) 50% up to \$50,000 drainage, 33% up to \$50,000 connecting roads, 25% up to \$50,000 gravel

%	Total	Grant	Item
100	\$ -	\$ -	
50	\$ 18,803.10	\$ 9,401.55	
33	\$ 16,140.00	\$ 5,326.20	
25	\$ 2,985.90	\$ 746.48	
Totals	\$ 37,929.00	\$ 15,474.23	

SECTION 6 - Quotes Received

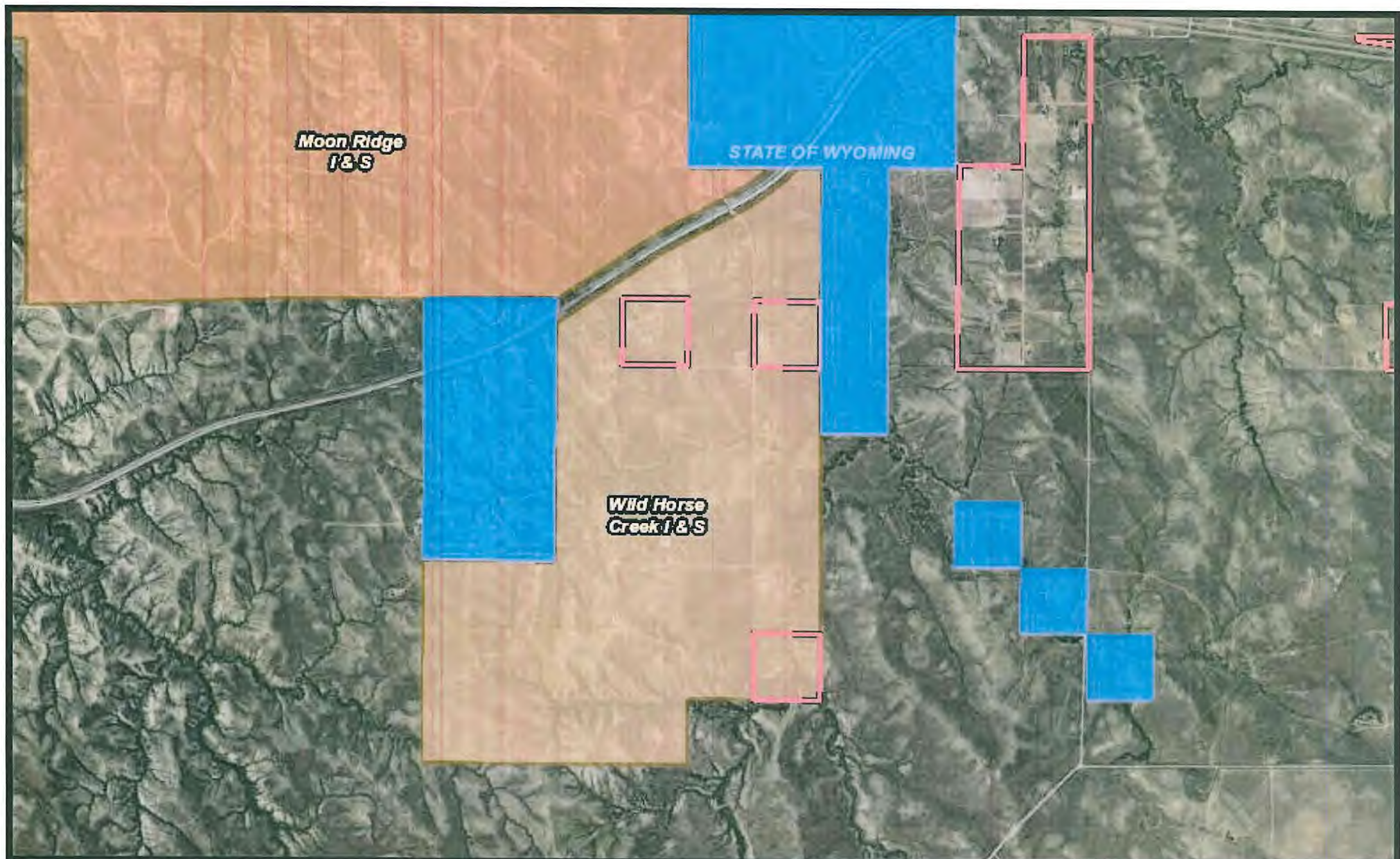
	Company	Total	Notes: See attached for more specific information.
1	Kuhbacher Trucking	\$ 40,890.00	
2	Melgaard Construction	\$ 37,929.00	
3	Wyoming earthmoving Corp	\$ 41,595.00	
4			

SECTION 7 - Recommendation

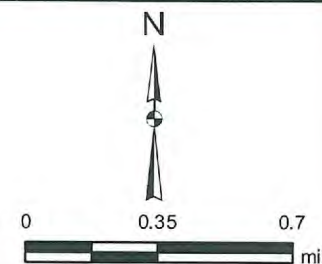
I recommend the Board approve the District Support Grant request from **Wild Horse Creek I&S**
Improvement and Service District in an amount not to exceed \$ 15,474.23
for gravel to be added to heavily traveled roads

Funding History

5 year	\$941
10 year	\$87,319
Since Incept	\$131,617
Approved? Y or N	\$
Date Approved	



Date: 2/8/2021
Time: 3:38:40 PM



CAMPBELL COUNTY, WYOMING

DEPARTMENT
OF PUBLIC WORKS

500 S. Gillette Ave. Gillette, Wyoming 82716
Phone # 307 685-8061
Fax # 307 687-6349



DISTRICT SUPPORT GRANT APPLICATION

District Name: Wild Horse Creek I & SD (South) Requested Amount: \$15,474.23
(\$746.48 (25% of \$2,985.90) + \$5,326.20
(33% of \$16,140) \$9,401.55 (50% of
\$18,803.10)

Mailing Address: PO Box 3502, Gillette, WY 82717

Contact Person: Mary Kindt, President

Day Time Phone: 307-299-3483

Application is requesting financial assistance to form a District? Yes No X

Applicant is requesting financial assistance for connection to regional water? Yes No X

Is the project anticipated to be complete in the next 18 months? Yes X No

Description of proposed project: (Include engineering reports, portion to be funded by grant, etc.)

- 1) 25% Grant Request: Add J-Base to 530 feet of S Sage Hill Road from the intersection of Borderline Road and Sage Hill Road (going South) (\$2,985.90)
- 2) 33% Grant Request: Add J-Base to approx.. 3,000 feet of Borderline Road from the mailboxes off of Lowery Road to the intersection of Borderline and Sage Hill Road (\$16,140.00).
- 3) 50% Grant Request: Add J-Base to 3,330 feet of N Sage Hill Road from the intersection of Borderline Road north to the interstate. (Please see notes regarding other potential funding sources.) (\$18,803.10)

Road 24' wide and 2" of material added. Contractor provide rock, deliver, spread and blade.

Total project cost (estimated) (itemize on separate sheet: \$37,929.00

Projected start date: March 3, 2021 Projected completion date: July 31, 2021

Briefly describe why the project is needed:

The road needs rock. These areas are heavily travelled areas, and mud is coming up due to the lack of rock.

Governing Board members: Mary Kindt, President / Lorraine Terrell, Vice President / Valerie Hurm, Secretary/Treasurer

Acreage (approximate) of district or proposed district: 2.25 square miles (+/-1,880 acres)

Date of district formation (if applicable) October 6, 2009

Number of lots: 53

Population of District: 150 +/-

Ratio of Developed and undeveloped land: Approximately 87% developed

Is area legally platted? Yes

District boundary map included? Yes – on file

Is District Zoned? Yes and No If so, what is it zoned? Mix of Rural Residential & Unzoned

Is District in compliance with the Elections Office? (Submit letter of compliance). Yes

FINANCIAL INFORMATION

Current Mill Levy for the Subdivision \$ 28,200 (assessments)

Current Assessed Valuation (County Assessor's Office) \$ 1,019,732

Current Indebtedness \$ 189,408.90

Current Income statement and balance sheet \$ 20,548.94 (Bank Balance)

Water and sewer rates, tap fees, plant investment fees, association or district dues (Describe)
\$600 per household (47) is assessed through the County for road maintenance / District management.

Will project generate user fees, charges, other revenues or income revenue? Yes No X

List and describe other potential funding sources:

The Wild Horse Creek Improvement and Service District is on the south side of the interstate and has a total of 53 lots. Only about 14 of those lots use North Sage Hill Road north of the Borderline/Sage Hill Road intersection. Moon Ridge Improvement and Service District is on the north side of the interstate and has a total of 74 lots. ALL of the Moon Ridge ISD residents have to drive on North Sage Hill Road to get to their homes. In other words, more residents (about 7 X as many residents) of the neighboring district drive this section of road than we do. We have asked Moon Ridge to participate in the cost of this maintenance and hope that they will do that, but there is nothing that compels them to help with the cost other than a willing Board. This section of road along with the section of Borderline Road off of Lowery Road to the intersection of Borderline and Sage Hill Roads, which is driven by all of our residents as well as all of the Moon Ridge residents, is the most heavily travelled sections of road within the Wild Horse Creek Improvement and Service District and most of that traffic does not actually even originate from within the Wild Horse Creek Improvement and Service District. We are committed to maintaining the roads but we are asking the Commissioners to consider a higher funding amount through the grant program to assist in the cost to maintain this particular section of road due to this lopsided arrangement.

Other pending applications for funding:

None

Land developers or others whose business ventures will directly benefit from project and funding or other assistance requested, received, or pledged from these sources:

None

Respectfully submitted,

(SEAL)

Mary J. Gindl

Title: President

Attest:

Donald Jewell
Secretary Vice President

Wild Horse Creek ISD (South)

25% Grant - Add J-Base to 530 feet of S Sage Hill Road from intersection of Borderline Road and Sage Hill Road (going south)														25% Grant	District Cost
Contractor	J-Base			Crowning / Surfacing			Cut Ditches			Dust Control			Grand Total		
	Tons	\$ / Ton	Total	Hrs	\$ / Hour	Total	LF	\$/LF	Total	Mag Chloride	Gallons	\$/Gallon	Total		
Kuhbacher Trucking	111	\$29.00	\$3,219.00										\$3,219.00	\$804.75	\$2,414.25
Melgaard Construction	160	\$26.90	\$4,304.00										\$4,304.00	\$1,076.00	\$3,228.00
Melgaard Construction (QTY CHANGE TO MATCH LOW QTY)	111	\$26.90	\$2,985.90										\$2,985.90	\$746.48	\$2,239.43
Wyoming Earthmoving Corp.	142	\$29.50	\$4,189.00										\$4,189.00	\$1,047.25	\$3,141.75

33% Grant - Add J-Base to approx. 3,000 feet of Borderline Road from the mailboxes off Lowery Road to the intersection of Borderline and Sage Hill Road (Used bid form for the 3,330 feet of N Sage Hill Road from intersection of Borderline Road north to the interstate.)														33% Grant	District Cost
Contractor	J-Base			Crowning / Surfacing			Cut Ditches			Dust Control			Grand Total		
	Tons	\$ / Ton	Total	Hrs	\$ / Hour	Total	LF	\$/LF	Total	Mag Chloride	Gallons	\$/Gallon	Total		
Kuhbacher Trucking	699	\$29.00	\$20,271.00										\$20,271.00	\$6,689.43	\$13,581.57
Melgaard Construction	990	\$26.90	\$26,631.00										\$26,631.00	\$8,788.23	\$17,842.77
Melgaard Construction (QTY CHANGE TO MATCH LOW QTY)	600	\$26.90	\$16,140.00										\$16,140.00	\$5,326.20	\$10,813.80
Wyoming Earthmoving Corp.	890	\$29.50	\$26,255.00										\$26,255.00	\$8,664.15	\$17,590.85

50% Grant - Add J-Base to 3,330 feet of N Sage Hill Road from intersection of Borderline Road north to the interstate.														50% Grant	District Cost
Contractor	J-Base			Crowning / Surfacing			Cut Ditches			Dust Control			Grand Total		
	Tons	\$ / Ton	Total	Hrs	\$ / Hour	Total	LF	\$/LF	Total	Mag Chloride	Gallons	\$/Gallon	Total		
Kuhbacher Trucking	699	\$29.00	\$20,271.00										\$20,271.00	\$10,135.50	\$10,135.50
Melgaard Construction	990	\$26.90	\$26,631.00										\$26,631.00	\$13,315.50	\$13,315.50
Melgaard Construction (QTY CHANGE TO MATCH LOW QTY)	699	\$26.90	\$18,803.10										\$18,803.10	\$9,401.55	\$9,401.55
Wyoming Earthmoving Corp.	890	\$29.50	\$26,255.00										\$26,255.00	\$13,127.50	\$13,127.50
Kuhbacher Total			\$43,761.00												
Melgaard Construction			\$57,566.00												
Wyoming Earthmoving Corp.			\$56,699.00												
Melgaard Construction - adjust to low quantities			\$37,929.00			\$15,474.23			\$22,454.78						

Estimated QTY

Wild Horse Creek
020.7085.41

Date	Description	Award	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Priority 6 25%	Priority 6 33%	Priority 6 50%	Priority 7	Priority 8	Disburse	Balance	Project Cost
8/4/2009	DSG 41-1 District Formation	4,500.00												4,500.00	
12/15/2009	Pay Req #1												670.23	3,829.77	
1/27/2010	Pay Req #2												152.32	3,677.45	
2/17/2010	Pay Req #3												436.65	3,240.80	
04/7/14/10	Pay Req #4												1,018.32	2,222.48	
5/24/2010	Pay Req #5												504.76	1,717.72	
6/24/2010	Pay Req #6 - final													1,717.72	
4/20/2010	DSG 41-2 State funding Applicati	3,800.00		3,800.00										3,800.00	
6/18/2010	Pay Req #1												3,542.00	258.00	
9/20/2010	Pay Req #2-final												258.00	0.00	
9/8/2010	Remaining SLIB App funds DSG	3,700.00		3,700.00										3,700.00	
	Pay Req #1												1,860.00	1,840.00	
3/14/2011	Pay Req #2 - Final												1,840.00	0.00	
9/8/2010	District Wide Road Improvement	35,717.72						35,717.72						35,717.72	
7/26/2011	DSG 41-4 Pay request 1												6,250.00	29,467.72	
7/27/2011	DSG 41-4 Pay request 2												6,175.00	23,292.72	
6/25/2012	Pay Req 3-Final												23,292.72	0.00	
2/4/2014	DSG 2013.12 Road Improvement/	75,782.00						25,782.00		50,000.00				75,782.00	
5/6/2015	Pay req 1-Final												75,782.00	0.00	
7/21/2015	DSG 2015.06 N. Sage Hill Rd Grav	2,739.00							2,739.00					2,739.00	
9/2/2015	Pay req 1-Final												2,739.00	0.00	
8/2/2016	DSG 16.02 Borderline/Lowery & S	7,857.00							7,857.00					7,857.00	
6/26/2017	pay req 1-Final												7,857.00	0.00	
7/2/2018	DSG 2018.02 Road Maintenance	941.00							941.00					941.00	
9/5/2018	Pay req 1-Final												941.00	0.00	

4598.08

Current 5-Year period	941.00	0.00	0.00	941.00	0.00	941.00
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55 Eligible	82,500.00
Awards	941.00
Disbursements	941.00
Subject to 1500.	0.00
Not subject to 1500.	941.00
Remaining current 5-yr period	82,500.00

not subject to \$1500/lot limitation
of lots verified by Assessor on July 13, 2015

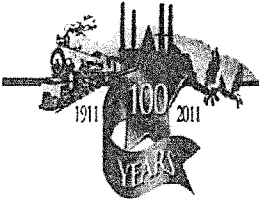
FY 20-21 District Support Grant Master List

Meeting Date	District Name	Project Cost	Grant Award	Budget Remaining	Project Description
Beginning Approved Budget				\$ 225,000.00	
07/07/20	Rocky Point	\$ 1,800.00	\$ 594.00	\$ 224,406.00	Road Maintenance
07/07/20	Overbrook	\$ 8,075.00	\$ 2,019.00	\$ 222,387.00	Road Maintenance
07/07/20	Oriva Hills	\$ 24,123.00	\$ 6,031.00	\$ 216,356.00	Road Maintenance
08/04/20	Rocky Point	\$ 1,800.00	\$ 594.00	\$ 215,762.00	Road Maintenance
10/06/20	Pinnacle Heights	\$ 6,600.00	\$ 1,650.00	\$ 214,112.00	Road Maintenance
01/05/21	Little Thunder	\$ 1,487.50	\$ 1,487.50	\$ 212,624.50	District Formation
Total FY20-21 Awards				\$ 43,885.50	\$ 12,375.50
Budget Remaining				\$ 212,624.50	94% Budget Remaining

Breakdown of FY20-21 District Support Grant Awards		
Grant Type	Total	Percentage
Meters/water	\$ -	0.0%
Road Maintenance	\$ 10,888.00	88.0%
Street Sweeping	\$ -	0.0%
Sewer Jetting	\$ -	0.0%
Engineering/grant requests	\$ -	0.0%
District Formation	\$ 1,487.50	12.0%
Total	\$ 12,375.50	100.0%



Office of
COUNTY CLERK



500 S. Gillette Avenue, Suite 1600 • P.O. Box 3010 • Gillette, WY 82717
Phone: 307.682.7285 • Fax 307.687.6455

February 9, 2021

To: Helenanne Cathey
RE: Wild Horse Creek Improvement and Service District

The requirements below have been met by the Wild Horse Creek Improvement and Service District. Having met the requirements, Wild Horse Creek Improvement and Service District is currently in compliance with the Campbell County Elections Office.

Notice of Board – 01/20/2021

Proposed Budget – 05/07/2020

Final Budget – 07/01/2020

Public Records – 07/01/2020

Map - YES

Department of Audit - YES

Department of Revenue - YES

Sincerely,

Kendra Anderson
Deputy County Clerk

District Support Grant Roadway Cost Estimate Template

KUHBACHER TRUCKING INC 307.680.1814-JACK

ROADWAY PROJECT INFORMATION										
District Wild Horse Creek ISD										Submit one form for each road
Road Name	Len (Ft)	Wid (Ft)	Thick (In)	Len (Ft)	Wid (Ft)	Len (Ft)	Deep (Ft)	Culverts?	Len (Ft)	Wid (Ft)
530' of S Sage Hill Road and 3,330' of N Sage Hill Road	3,860	24	2							

This project is to add J-Base limestone to 530 feet of S Sage Hill Road from the intersection of Borderline Road and Sage Hill Road (going South) as well as 3,330 feet of N Sage Hill Road from the intersection of Borderline Road north to the interstate. Parts of this section of road are good, but other parts need rock. Please estimate the entire section. Quantities may be adjusted as needed. The two sections of road are broken out on the bid form as part of the road is eligible for a higher reimbursement amount from the County Grant, so the District needs them broken out appropriately. Contractor provide rock, deliver, spread and blade.

Contractor Name/Address:	KUHBACHER TRUCKING INC, 4101 N GARNER LAKE RD, GILLETTE, WY 82716
---------------------------------	--

CONTRACTOR PRICING				
Check if Apply	Surfacing	Tons	\$/Ton *	Total \$
xx	Limestone (J-Base) - 530' (South)	111 T	\$29	\$3,219
xx	Limestone (J-Base) - 3,330' (North)	699 T	\$29	\$20,271
	Scoria (2" max)			
	Crushed Concrete			
	Crushed Asphalt			
	Other (Specify)			
Surfacing Subtotal				\$23,490

*Includes aggregate, delivery and placement of aggregate. If mixing two aggregates (ie concrete/asphalt), fill out both rows. If cost does not include placement of aggregate, please state and then include it under blading below. Scoria is often in cubic yards instead of tons. If this is the case, mark out tons and put in CY
***** Includes spreading on road

Check if Apply	Blading	Hrs	\$/Hr *	Total \$
	Crowning/Surfacing			
	Water Truck			
Blading Subtotal				

* includes cost of water and application of water to road surface. May also include blading shoulders for drainage to ditches

Check if Apply	Drainage	LF	\$/LF *	Total \$
	Install 12" culvert			
	Install 18" culvert			
	Install 24" culvert			
	Cut Ditches			
Drainage Subtotal				

* includes materials and installation of culverts. For ditches, cost includes cutting ditches, disposing of excess material if applicable, and any erosion protection measures necessary

Check if Apply	Dust Control	Gallons	\$/Gallon *	Total \$
	Mag Chloride			
	Other (Specify)			
Dust Control Subtotal				
Total Cost Estimate				\$23,490

* includes product and application of product to roadway

District Support Grant Roadway Cost Estimate Template

ROADWAY PROJECT INFORMATION										
District	Wild Horse Creek ISD							Submit one form for each road		
Road Name	Len (Ft)	Wid (Ft)	Thick (In)	Len (Ft)	Wid (Ft)	Len (Ft)	Deep (Ft)	Culverts?	Len (Ft)	Wid (Ft)
530' of S Sage Hill Road and 3,330' of N Sage Hill Road	3,860	24	2							

This project is to add J-Base limestone to 530 feet of S Sage Hill Road from the intersection of Borderline Road and Sage Hill Road (going South) as well as 3,330 feet of N Sage Hill Road from the intersection of Borderline Road north to the interstate. Parts of this section of road are good, but other parts need rock. Please estimate the entire section. Quantities may be adjusted as needed. The two sections of road are broken out on the bid form as part of the road is eligible for a higher reimbursement amount from the County Grant, so the District needs them broken out appropriately. Contractor provide rock, deliver, spread and blade.

Contractor Name/Address:	Melgaard Construction Co. Inc.--- January 11th, 2021
--------------------------	---

CONTRACTOR PRICING				
Check if Apply	Surfacing	Tons	\$/Ton *	Total \$
xx	Limestone (J-Base) - 530' (South)	160	\$26.90	\$4,304.00
xx	Limestone (J-Base) - 3,330' (North)	990	\$26.90	\$26,631.00
	Scoria (2" max)			
	Crushed Concrete			
	Crushed Asphalt			
	Other (Specify)			
Surfacing Subtotal				\$30,935.00

*includes aggregate, delivery and placement of aggregate. If mixing two aggregates (ie concrete/asphalt), fill out both rows. If cost does not include placement of aggregate, please state and then include it under blading below. Scoria is often in cubic yards instead of tons. If this is the case, mark out tons and put in CY
******* Includes spreading on road** includes roller to compact base

Check if Apply	Blading	Hrs	\$/Hr *	Total \$
	Crowning/Surfacing			
	Water Truck			
Blading Subtotal				

* includes cost of water and application of water to road surface. May also include blading shoulders for drainage to ditches

Check if Apply	Drainage	LF	\$/LF *	Total \$
	Install 12" culvert			
	Install 18" culvert			
	Install 24" culvert			
	Cut Ditches			
Drainage Subtotal				

* includes materials and installation of culverts. For ditches, cost includes cutting ditches, disposing of excess material if applicable, and any erosion protection measures necessary

Check if Apply	Dust Control	Gallons	\$/Gallon *	Total \$
	Mag Chloride			
	Other (Specify)			
Dust Control Subtotal				
Total Cost Estimate				\$30,935

* includes product and application of product to roadway

District Support Grant Roadway Cost Estimate Template

ROADWAY PROJECT INFORMATION										
District	Wild Horse Creek ISD							Submit one form for each road		
Road Name	Len (Ft)	Wid (Ft)	Thick (In)	Len (Ft)	Wid (Ft)	Len (Ft)	Deep (Ft)	Culverts?	Len (Ft)	Wid (Ft)
530' of S Sage Hill Road and 3,330' of N Sage Hill Road	3,860	24	2							

This project is to add J-Base limestone to 530 feet of S Sage Hill Road from the intersection of Borderline Road and Sage Hill Road (going South) as well as 3,330 feet of N Sage Hill Road from the intersection of Borderline Road north to the interstate. Parts of this section of road are good, but other parts need rock. Please estimate the entire section. Quantities may be adjusted as needed. The two sections of road are broken out on the bid form as part of the road is eligible for a higher reimbursement amount from the County Grant, so the District needs them broken out appropriately. Contractor provide rock, deliver, spread and blade.

Contractor Name/Address:	Wyoming Earthmoving Corporation
--------------------------	---------------------------------

CONTRACTOR PRICING				
Check if Apply	Surfacing	Tons	\$/Ton *	Total \$
xx	Limestone (J-Base) - 530' (South)	142	\$ 29.50	\$4,189
xx	Limestone (J-Base) - 3,330' (North)	890	\$ 29.50	\$26,255
	Scoria (2" max)			
	Crushed Concrete			
	Crushed Asphalt			
	Other (Specify)			
Surfacing Subtotal				\$30,444

*includes aggregate, delivery and placement of aggregate. If mixing two aggregates (ie concrete/asphalt), fill out both rows. If cost does not include placement of aggregate, please state and then include it under blading below. Scoria is often in cubic yards instead of tons. If this is the case, mark out tons and put in CY ***** Includes spreading on road

Check if Apply	Blading	Hrs	\$/Hr *	Total \$
	Crowning/Surfacing			
	Water Truck			
Blading Subtotal				

* includes cost of water and application of water to road surface. May also include blading shoulders for drainage to ditches

Check if Apply	Drainage	LF	\$/LF *	Total \$
	Install 12" culvert			
	Install 18" culvert			
	Install 24" culvert			
	Cut Ditches			
Drainage Subtotal				

* includes materials and installation of culverts. For ditches, cost includes cutting ditches, disposing of excess material if applicable, and any erosion protection measures necessary

Check if Apply	Dust Control	Gallons	\$/Gallon *	Total \$
	Mag Chloride			
	Other (Specify)			
Dust Control Subtotal				
Total Cost Estimate				

* Includes product and application of product to roadway

The following page(s) contain the backup material for Agenda Item: [9:35 Board Appointments, CARE Board](#)

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.

**OFFICE**

500 South Gillette Avenue
Suite 1100
Gillette, Wyoming 82716
(307) 682-7283
(307) 687-6325 FAX
www.ccgov.net

Carol J. Seeger, Commissioners
Administrative Director

BOARD OF COMMISSIONERS

Bob Maul, Chairman
Rusty Bell
Colleen Faber
Del Shelstad
DG Reardon

TO: Board of Commissioners

FROM: Bethany Raab, Grants Specialist

RE: Ratification of Special Election

DATE: February 23, 2021

I am requesting the Commissioners ratify the results of the CARE Board's Special Election which occurred on February 23, 2021. The election was to select two candidates to represent Campbell County's low-income population in accordance with Community Opportunities, Accountability and Training and Educational Services Act of 1998. These positions were vacated after resignations by two board members. Crystal Helm terms will expire 01/2023 and Jenna Waldner's term will expire 01/2024. The candidates on the ballot were Crystal Helm and Jenna Waldner.

The election results were as follows:

Crystal Helm – 15 votes

Jenna Waldner – 13 votes

The newest members of the CARE Board are Crystal Helm and Jenna Waldner. Crystal Helm's terms will expire 01/2023 and Jenna Waldner's term will expire 01/2024.

Richard Burton will be presenting this information.

The following page(s) contain the backup material for Agenda Item: [9:40 Resolution for Special Prosecution](#)

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.

Resolution # _____
RESOLUTION FOR SPECIAL PROSECUTION

WHEREAS, the Campbell County and Prosecuting Attorney has entered into an agreement with Joseph Baron, Crook County Attorney, in and for Crook County, Wyoming, or other designee of the Crook County Attorney's Office, to represent Campbell County and to make, in their sole discretion, a proper disposition of all potential criminal matters involving the State of Wyoming vs. Amber L. Sanders, CR-2021-0161, which the Campbell County Attorney's Office has a conflict of interest;

WHEREAS, Joseph Baron or other designee of the Crook County Attorney's Office will provide their services free of charge to Campbell County, however the Campbell County Attorney's Office shall reimburse for all costs and expenses.

WHEREAS, Wyoming Statute §18-3-302 authorizes said action and it benefits Campbell County.

THEREFORE, be it resolved that Joseph Baron or other designee of the Crook County Attorney's Office be authorized to act as a Special Deputy County Attorney to make proper disposition of all potential criminal matters involving the State of Wyoming vs. Amber L. Sanders, CR-2021-0161, as set forth above on behalf of Campbell County, Wyoming

DATED this _____ day of March, 2021.

**THE BOARD OF COUNTY COMMISSIONERS
CAMPBELL COUNTY, WYOMING**

Bob Maul, Chairman

Rusty Bell, Commissioner

Colleen Faber, Commissioner

Del Shelstad, Commissioner

DG Reardon, Commissioner

ATTEST: _____
Susan Saunders, Campbell County Clerk

STATE OF WYOMING

COUNTY OF CAMPBELL

**APPOINTMENT OF SPECIAL DEPUTY
CAMPBELL COUNTY AND PROSECUTING ATTORNEY**

KNOW ALL PERSONS BY THESE PRESENT:

That I, Mitchell H. Damsky, County and Prosecuting Attorney in and for Campbell County, State of Wyoming, pursuant to the authority granted me by the Board of Commissioners of Campbell County by Resolution No._____, dated the _____ day of March, 2021, does hereby appoint Joseph Baron, Crook County Attorney or other designee of the Crook County Attorney's Office as Special Deputy County Attorney, in and for Campbell County, Wyoming, to proceed to make, in their sole discretion, a proper disposition of all potential criminal matters involving the State of Wyoming vs. Amber L. Sanders, CR-2021-0161, which occurred in Campbell County, Wyoming.

It is understood that said Special Deputy County Attorney shall not receive any fee for the services performed pursuant to this appointment; however, said Special Deputy County Attorney shall be reimbursed for all costs and expenses such Special Deputy County Attorney may incur in the course of performing such services.

DATED this _____ day of March, 2021.

MITCHELL H. DAMSKY – WSB No. 6-2737
County and Prosecuting Attorney
in and for Campbell County, Wyoming
500 South Gillette Avenue, Suite B200
Gillette, Wyoming 82716
Phone: (307) 682-4310 Fax: (307) 687-6441

The following page(s) contain the backup material for Agenda Item: [9:45 Flexible Spending Accounts Carryover](#)

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.



MEMORANDUM

...from H.R./Risk Management

TO: Employees with 2020 Flexible Spending Health and Dependent Care Accounts

FROM: Brandy Elder
Director of Human Resources & Risk Management

DATE: February 26, 2021

SUBJECT: 2020 Flexible Spending Health & Dependent Care Accounts with unused amounts

Campbell County Employees who were enrolled in the 2020 Flexible Spending Health and Dependent Care accounts, with unused amounts as of 02/28/2021, will be able to carryover/rollover the balances from 2020 to 2021.

Please keep in mind you cannot go above your allowable limit for 2021, medical the limit is \$2,750 and for dependent care it is \$5,000. If you are already at your limit, please call or email Faye Jorgenson 687-6357; fkj16@ccgov.net, so she can get you a correct enrollment form for 2021.

IRS: Consolidated Appropriations Act, 2021 12/27/20; Notice 2021-15 02/18/2021:

- *For the carryover of unused amounts from the 2020 and 2021 plan years into the next year*
- *To extend the permissible period for incurring claims for plan years ending in 2020 and 2021*
- *To adopt a special rule regarding post-termination reimbursements from health FSAs*
- *For a special claims period and carryover rule for dependent care assistance programs when a dependent "ages out" during the COVID-19 public health emergency; and*
- *Allows certain mid-year election changes for health FSAs and dependent care assistance programs for plan years ending in 2021.*

**CAMPBELL COUNTY
BOARD OF COMMISSIONERS**

**Campbell County Employees
Cafeteria Plan 125
2020 FSA Mental and Dependent Care Unused Amounts
Resolution No. _____**

WHEREAS, Campbell County wishes carry over any unused balance of 2020 Flexible Spending Accounts for Medical and Dependent Care to 2021 in effort to encourage and support employees to use the FSA funds due to COVID related issues from 2020;

NOW THEREFORE, IT IS HEREBY RESOLVED, that Campbell County employees who were enrolled in the 2020 Flexible Spending Health and Dependent Care Accounts with unused balances as of February 28, 2021 will be able to carry over the balances to 2021.

RESOLVED AND DETERMINED this 2nd day of March 2021.

**BOARD OF COUNTY COMMISSIONERS
CAMPBELL COUNTY, WYOMING**

ROBERT MAUL, Chairman

RUSTY BELL

DEL SHELSTAD

COLEEN FABER

DJ REARDON

ATTEST:

Susan Saunders, County Clerk