

AGENDA

CAMPBELL COUNTY BOARD OF COMMISSIONERS

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

MARCH 16, 2021

09:00 MEETING CALLED TO ORDER PLEDGE OF ALLEGIANCE

CONSENT AGENDA

- A. [Consent Agenda](#)
-

PUBLIC COMMENT

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

REGULAR BUSINESS

- C. [9:15 High Intensity Drug Trafficking Area \(HIDTA\) Funding Award](#) Sheriff Matheny
D. [9:20 COVID-19 Vaccination Campaign Activities MOU](#) Jane Glaser
E. [9:25 Change in Position Allocation, Public Works](#) Bill Beastrom/Matt Olsen
F. [9:30 Statement of Dissolution, Antelope Valley Business Park II ISD](#) Carol Seeger

EXECUTIVE SESSION

- G. Litigation

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 Children's Developmental Services Board Meeting, February 24, 2021

Board of Commissioners Directors Workshop, March 1, 2021

Board of Commissioners Executive Session, March 1, 2021

Board of Commissioners Regular Meeting, March 2, 2021

MONTHLY REPORTS

Clerk of District Court – February 2021

County Clerk – February 2021

County Sheriff – February 2021

County Sheriff, Detention – February 2021

County Treasurer – February 2021

PAYROLL PAYMENTS

February 20, 2021

February 28, 2021

CANCELLATION/REBATE OF TAXES

#4290, 4291, 4292, 4293, 4294

CAPITAL REQUESTS

Fire Department – Requesting to reallocate all funds from Capital Facilities Priority #5 and any remaining funds from Priorities #1, 2, 4, 6 to Priority #3 Station 1 Foundation Investigation.

Parks & Recreation/HR Risk – To purchase a Zoll AED machine for the Spirit Hall Ice Arena in the amount of \$1,399 from account 020.7531.

LINE ITEM TRANSFERS

Transfer \$50,000.00 from 020.7085 District Support Grants to 020.7085.29 American Road

Transfer \$3,029.78 from 020.7085 District Support Grants 020.7085.50 Mean, Carter, N Hannum

Transfer \$15,475.00 from 020.7085 District Support Grants to 020.7085.41 Wild Horse Creek

LETTER

Notice of Intent not to renew software-as-a-service Subscription Agreement between Siteimprove, Inc. and Campbell County, with an effective date of July 17, 2018.

OFFICIAL BOND AND OATH

Campbell County Predatory Board – Kenda Ann Ford

Campbell County Weed & Pest – Ted J. Edwards

Southfork Estates Improvement & Service District – Pamela Cowen

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POSITION VACANCY JUSTIFICATIONS

CAM-PLEX – Maintenance Technician
CAM-PLEX – Maintenance Technician Senior
Sheriff's Office – Administrative Assistant
Treasurer's Office – Deputy County Treasurer I

PUBLIC DEFENDER

Approval of appointment of April Carina Ostberg as Part-Time Assistant Public Defender for the 6th Judicial District

RESOLUTION

Renaming Resolution Number 2068 Resolution for Special Prosecution to Resolution Number 2071

SICK LEAVE TRANSFERS

Request transfer of 40 hours from Employee #326051 to Employee #662354
Request transfer of 40 hours from Employee #205874 to Employee #662354

SOCIAL MEDIA REQUEST

Public Health Response Coordinator, Ivy McGowan-Castleberry – Facebook, Instagram, YouTube

HAND WARRANTS

Wyoming Child Support Enforcement	\$1,688.38
Campbell County Clerk Tax Account	312,710.21
Circuit Court of Campbell County	429.37
Great West Trust Company	40,369.16
Campco Federal Credit Union	1,176.01
Campbell County Treasurer - HSA/FLX	51,652.04
Campbell County Health Benefits Trust Account	759,086.98
Campbell County Dental Benefits Trust	42,652.60
Delta Dental Plan of Wyoming	1,892.40
Reliance Standard Life Insurance Company	20,029.81
Vision Service Plan	8,427.39
WAG - Division of Criminal Investigation	39.00
Campco Federal Credit Union	226.01
Campbell County Clerk Tax Account	290,806.47
Campbell County Treasurer - HSA/FLX	47,520.21
Circuit Court of Campbell County	429.37
Great West Trust Company	35,244.16
Wyoming Child Support	1,688.38

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
February 24, 2021
Gillette, WY

The Campbell County Board of Commissioners met with the Children's Developmental Services Board, Wednesday, February 24, 2021 at 6:00 PM.

Present were Rusty Bell, Colleen Faber, Commissioners; Susan F. Saunders, County Clerk; Carol Seeger, Commissioners Administrative Director and Sean Brown, Deputy County Attorney. Commissioner DG Reardon was present telephonically. Chairman Bob Maul and Commissioner Del Shelstad were absent from the meeting.

Years of Service Awards were presented to Children's Developmental Services' staff.

Discussion was held on the FY 2021-2022 budget.

No action was taken, and the Commissioners left the meeting at 6:45 PM.

Susan F. Saunders, Clerk
Board of County Commissioners

Rusty Bell, Commissioner
Board of County Commissioners

Office of County Commissioners
March 1, 2021
Gillette, WY

Directors Workshop

The Campbell County Board of Commissioners met for a Directors Workshop, Monday, March 1, 2021 at 1:30 PM.

Present were Rusty Bell, Del Shelstad, DG Reardon, Bob Maul, Colleen Faber, Commissioners; Susan F. Saunders, County Clerk; Carol Seeger, Commissioners Administrative Director, Matt Olson; Public Works Director; Tony Knievel, Chief Surveyor; Tony Langone, Fleet Manager; Kevin Geis, Road and Bridge Director; Jeff Esposito, CAM-PLEX Manager; Kelly Wallem, Attorney's Office Manager and Brandy Elder, HR Director.

Years of Service Award was presented to David King, Emergency Management Coordinator.

Geno Palazzari, City of Gillette Communications Manager, and the Board reviewed the Carbon Valley Logos provided by Violet PR.

Discussion was held on position vacancy justifications for CAM-PLEX and the Attorney's Office.

Commissioner Shelstad discussed the Public Health variance Johnson County has for COVID 19 and whether Campbell County should submit a variance or not. It was the consensus of the board for Carol Seeger to draft a variance for Campbell County to submit to Dr. Patel.

Discussion was held on PILT and Off-Tract Betting/Lottery funds regarding the new financial system and the upcoming budget. It was the consensus of the Board for the PILT fund to be combined with the General County fund.

Discussion was held on selling the shuttle vans and financials from the Treasurer's Office

Discussion was held on audit services for Campbell County. It was the consensus of the Board continue to use the auditing firm we are currently using and commit to the three-year contract.

Discussion was held on upcoming budget meetings.

Brandy Elder provided updates on health insurance claims, safety committee inspections and the COVID shot clinic.

Chairman Bob Maul left meeting at 3:10 PM.

Kevin Geis provided updates on OSHA inspections, crushing, traffic counts and the fueling system.

Kevin Geis, Tony Knievel and Matt Olson discussed the location for the Camporee event.

Matt Olson and Tony Knievel discussed the Public Works, GIS software agreement that is shared with the Town of Wright and the City of Gillette. The MOU will be changed to Campbell County and the City of Gillette splitting the cost 50/50. The cost for the Town of Wright will be included in the MOU between the Town of Wright and Campbell County.

Commissioner Faber moved to convene into executive session to discuss personnel.
Commissioner Bell seconded the motion. All Voted – Aye. Carried.

The Commissioners reconvened into the Directors Workshop at 4:15 PM.

There being no further business to come before the Commissioners, the meeting was adjourned at 4:15 PM.

Susan F. Saunders, Clerk
Board of County Commissioners

Bob Maul, Chairman
Board of County Commissioners

Office of County Commissioners
March 2, 2021
Gillette, Wyoming

The Campbell County Board of Commissioners met in regular session, Tuesday, March 2, 2021. Chairman Maul called the meeting to order at 9:00 AM. Pastor Stephen Nichols 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, and Sean Brown, Deputy County Attorney.

The following consent agenda was presented:

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 & 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
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

Commissioner Bell moved to approve all items of the Consent Agenda as presented.

Commissioner Reardon seconded the motion. All Voted-Aye. Carried.

Commissioner Faber moved to approve the vouchers as presented. Commissioner Shelstad seconded the motion. All Voted-Aye. Carried.

A I Distributors	Landfill	\$288.85
A P Mobley	Library-General Administration	180.00
Abdo	CCPL-Main Branch	1,516.35
Action Lock and Key	Various Departments	214.63
Adbay Com	Various Departments	287.50
Advanced Wear Coat	Road & Bridge	4,068.60
Albertsons Dist Ct	State & Fed Mandated Costs	32.05
Allrecipes Magazine	CCPL-Main Branch	24.00
Alsco	Various Departments	908.12
Alternative Propane	Various Departments	3,223.87
Amazon Courthouse	Various Departments	899.00
Amazon Library	Various Departments	1,122.85
Ambi Mail	County Assessor	8,500.00
American Airport Exe	Northeast Wyoming Regional	275.00
American Family Life	Campbell County General Fund	32.38
American Library Dues	Library-General Administration	484.00
American Library Order	Various Departments	118.48
American Millennium	Commissioner's-Gen Cnty Costs	51.40
American Welding	P & R-Bell Nob Golf Course	104.87
Animal Medical Ctr	County Sheriff	170.28
API Systems Integrat	Maintenance/Custodial	3,120.52
Archer, Tracey L.	Extension Department	155.17
Architectural Spec	Various Departments	3,136.93
Arena Products Svc	P & R-Ice Skating	1,762.50
Arete Design Group	Various Departments	11,320.68
Arrow Printing Graphic	Various Departments	1,294.00
Associated Glass	Maintenance/Custodial	641.04
ATT Airport	Northeast Wyoming Regional	315.13
ATT Assessor	County Assessor	106.05

ATT Children's Devel	Children's Dev Svc-Spec Ed	62.06
ATT Emergency Mgmt	Emergency Management	165.15
ATT Park Recreation	Various Departments	104.31
AutoZone	Fleet Department	219.38
AV Tech	Various Departments	5,069.10
AVA Community Arts	1% Optional Sales Tax Fund	531.40
AVP Consulting	Publ Work Capital Construction	439.20
Axis Forensic Tox	County Coroner	239.00
Axon Enterprise	County Sheriff	2,703.90
Bailey Jr., Ernest G.	Juvenile Drug Court Grants	114.96
Bailey, Pam A.	Library-General Administration	43.68
Bargreen Ellingson	Various Departments	930.27
Barney Graham Lamb	Commissioner's-Gen Cnty Costs	450.00
Basin Radio Network	Various Departments	3,400.75
Bauder, Trena R.	Children's Dev Svc-Spec Ed	16.05
Beacon Athletics	P & R-Parks	654.20
Bennett Weber Hermstad	Various Departments	12,500.00
Best Books	CCPL-Main Branch	1,189.90
Big Horn Tire	Road & Bridge	1,277.00
Big Sky Commun	E911 Enhanced Fees	1,065.00
Bighorn Hydraulics	Various Departments	500.89
Black Hills Eng Gas	Various Departments	57,391.86
Black Hills Pioneer	Various Departments	716.50
Blackstone Audio	CCPL-Main Branch	1,930.79
Bob Barker Company	Various Departments	3,662.81
Bobcat of Gillette	Northeast Wyoming Regional	281.02
Boller, Treasure L.	Various Departments	30.14
Bomgaars	Various Departments	77.94
Border States Elec	Maintenance/Custodial	348.94
Boys Girls Club CC	1% Optional Sales Tax Fund	2,895.75
Breannas Bakery	Human Resources	24.00
Brown Kennedy Ranch	Road & Bridge	11,673.60
Buffalo Porta Potty	Road & Bridge	125.00
Burns McDonnell Eng	Various Departments	28,961.98
Cada, Lori J.	Sheriff-Jail Facility	115.00
Carrot Top Industries	Various Departments	244.88
CBH Co Op	Various Departments	3,918.49
CC Conservation Dist	1% Optional Sales Tax Fund	1,200.00
CC Health Misc	Various Departments	528.00
CC Health Patient Acct	County Attorney	14,485.86
CC Predatory Animal	1% Optional Sales Tax Fund	5,687.28
CC Public Land Brd	1% Municipal Sales Tax Fund	234,045.00
CC School Dist Coop	Sheriff-Jail Facility	801.26
CC Senior Center	1% Optional Sales Tax Fund	33,986.00
CDW Government	Various Departments	3,485.13
Center Point Large	CCPL-Main Branch	530.00

CenturyLink Long Dis	Information Technology Service	695.69
CenturyLink Phone	Various Departments	16,574.54
Certified Lab	Road & Bridge	220.80
Charter Comm Cable	Various Departments	1,086.25
Children's Home Soc	County Sheriff	59.22
Chris Supply Co	County Health Nurse	33.90
City Gillette Misc	Various Departments	57,702.71
City Gillette Util	Various Departments	72,591.12
Clear Creek Counsel	City of Gillette A Drug Court	1,020.00
Coca Cola Bottling	Rockpile Museum - Gen Admin	30.00
Cole Sports	P & R-Recreational Division	658.00
Collins Commun	Various Departments	3,699.58
Communication Tech	Various Departments	18,605.00
Contractors Supply	Various Departments	2,414.30
ConvergeOne	P & R-Recreational Division	776.71
Council Community Svc	CSBG	8,991.12
Counseling Connect	Various Departments	3,725.00
County Clrk Assn Wy	County Clerk	300.00
CradlePoint	Emergency Management	360.00
Crescent Electric	Maintenance/Custodial	116.08
Crum Electric Supply	Various Departments	3,062.67
Cummins Sales Svc	Road & Bridge	4,383.94
Cunningham, Michelle L.	State & Fed Mandated Costs	3,019.50
Custom Cage Missouri	Fleet Sales Tax Funds	8,040.00
Custom Graphix Signs	Fleet Sales Tax Funds	1,950.00
Dads Truck and Auto	County Sheriff	457.00
Damian, Nicole L.	County Health Nurse	49.28
Del City	Fleet Sales Tax Funds	606.01
Demco	Various Departments	406.15
Dennis Supply	Maintenance/Custodial	13,690.47
Dermatec Direct	Various Departments	2,719.99
Dexters Automotive	County Sheriff	490.00
Douglas Budget	Various Departments	220.00
Drivers License Gui	County Sheriff	47.00
DRM	Various Departments	3,028.00
Dru Consulting	Commissioner's-Gen Cnty Costs	2,530.00
Duluth Trading Co	County Sheriff	253.30
Ebsco Publishing	Various Departments	13,410.00
Ecolab Pest Elimin	Maintenance/Custodial	137.30
Employers Council	Human Resources	3,000.00
Entenmann Rovin Co	Various Departments	114.00
Ewing, Dianna H.	County Attorney	1,039.50
Expresso Lube	Various Departments	1,128.38
EZ Auto Wash	Children's Dev-Early Head Start	14.29
Farmer Bros Co	Various Departments	919.60
Fastenal Company	Landfill	1,082.01

Federal Express	Various Departments	283.03
FIB Mstrcrd Airport	Northeast Wyoming Regional	109.55
FIB Mstrcrd Library	Various Departments	210.15
FIB Mstrcrd Park Rec	Various Departments	3,041.63
Firemaster	Maintenance/Custodial	366.50
First Class Auto	Human Resources	2,000.00
First Natl Bnk Visa	Various Departments	13,873.71
Flexera Software	Information Technology Service	5,433.58
Floyds Truck Center	Road & Bridge	1,313.24
Forensic Medicine	County Coroner	10,000.00
Fry, Kimberly D.	Various Departments	37.83
Gale Cengage Learn	CCPL-Main Branch	1,096.72
Gaylord Bros	Rockpile Museum - Gen Admin	792.86
Gillette Abuse Refug	Various Departments	8,555.00
Gillette College	1% Optional Sales Tax Fund	130.00
Gillette Hockey Assn	1% Optional Sales Tax Fund	3,000.00
Gillette Main Street	1% Optional Sales Tax Fund	4,500.00
Gillette Printing	Various Departments	1,667.80
Gillette Reprod Hlth	CSBG	5,300.00
Gillette Steel	Road & Bridge	799.80
Gillette Transport	County Sheriff	75.00
Gillette Winsupply	Various Departments	9,718.15
Glaser, Jane C.	County Health Nurse	34.48
Global Heat Transfr	Road & Bridge	2,606.04
Global Vision Tech	Capital Outlay-Its	1,962.50
Golden West Tech	Various Departments	4,765.39
Govens Farm Ranch	P & R-Recreational Division	49.00
Grimms Pump Industrl	Road & Bridge	412.95
Gumdrop Books	CCPL-Main Branch	3,685.69
Hakert, Richard J.	Road & Bridge	1,648.80
Harris Public Health	County Health Nurse	295.00
Hartford The	Children's Dev Svc-Preschool	3,542.00
Hawkins	Various Departments	6,976.05
HDR Engineering	Various Departments	22,452.75
Hello Young Soapery	CCPL-Wright Branch	450.00
Henning, Robert A.	Rockpile Museum - Gen Admin	21.67
High Glass Window	Maintenance/Custodial	2,902.00
High Plains Press	Rockpile Museum - Gen Admin	68.91
Hobby Lobby	Various Departments	95.80
Homax Oil Sales	Various Departments	30,449.40
Home Depot Landfill	Landfill	65.89
Home Depot Parks Rec	Various Departments	408.07
Home Depot Sheriff	Sheriff-Jail Facility	175.88
Home Fire Foods	Landfill	346.50
Horning Horning McGrath	State & Fed Mandated Costs	51.90
Hub International	Various Departments	2,050.00

Humphrey Law
 IAAO Massachusetts Chapter
 IBM
 Inland Truck Parts
 Inn at Lander
 Insultab
 Internat Academies
 Interstate Batt
 Interstate Bearing Systems
 Interstate Powersyst
 Interwest Safety
 IT Outlet
 Ivory, Jennifer
 James Tire Service
 Jimenez, Rebecca R.
 Jorgenson, Faye K.
 Kanopy
 Keyhole Broadcasting
 Kimball Midwest
 Kissack Wtr Oil Serv
 Knecht Home Center
 Kronos
 KSLT KLMP KTPT
 Larson, Eric W.
 Law Office Curt Todd
 Lawrence Co Sheriff
 Lawriter
 Lesley, Douglas
 Library Foundation
 Life Fitness
 Lightning Lube
 Lincoln Co Library
 Lindblom, Reba L.
 Little Sprouts Pre
 Love, Brooke D.
 Lowe Roofing
 Lubnau Law Office
 Lynns Auto Repair
 Mad Transportation
 Magnolia Journal
 McKesson Med Surgic
 McMahan, Pamela K.
 Meadow Gold Dairy
 Means First Ext WS
 Medical Arts Lab
 Menards Airport

State & Fed Mandated Costs	3,427.56
County Assessor	325.00
Information Technology Service	17,800.45
Various Departments	2,957.02
County Clerk	139.90
P & R-Bell Nob Golf Course	234.00
E911 Enhanced Fees	660.00
Various Departments	915.17
Road & Bridge	913.75
Various Departments	1,577.11
Public Works	683.98
Commissioner's-Grants	1,779.21
County Sheriff	50.00
P & R-Parks	139.17
County Health Nurse	15.68
Human Resources	21.00
CCPL-Main Branch	171.00
Various Departments	210.00
Road & Bridge	909.96
Road & Bridge	1,537.60
Sheriff-Jail Facility	11.80
Payments In Lieu of Taxes Fund	2,340.00
Various Departments	300.00
Library-General Administration	42.56
County Attorney	105.00
County Attorney	50.00
County Law Library	250.00
State & Fed Mandated Costs	262.50
Library-General Administration	65.48
P & R-Recreational Division	206.44
Various Departments	154.00
Library-General Administration	18.99
County Health Nurse	29.12
Children's Dev Svc-Spec Ed	500.00
Library-General Administration	43.68
Various Departments	42,130.80
State & Fed Mandated Costs	678.50
County Sheriff	844.26
County Sheriff	445.00
CCPL-Main Branch	20.00
Sheriff-Jail Facility	753.03
State & Fed Mandated Costs	272.00
Children's Dev Svc-Preschool	434.48
Road & Bridge	113.95
Sheriff-Jail Facility	2,737.00
Northeast Wyoming Regional	51.95

Menards Landfill	Landfill	30.34
Menards Maintenance	Various Departments	1,567.19
Menards Park Rec	Various Departments	180.39
Menards Road Bridge	Road & Bridge	406.20
Merck Sharp Dohme	County Health Nurse	887.27
MFAC	P & R-Recreational Division	44.90
Midamerica Books	CCPL-Main Branch	395.10
Midland Implement Co	P & R-Bell Nob Golf Course	2,267.16
Midwest Connect	Library-General Administration	288.00
Midwest Tapes	Various Departments	449.82
Miller Welding	Road & Bridge	17,100.00
Morgan, Tobey J.	County Sheriff	200.00
Motorola Solut Maint	Commissioner's-Gen Cnty Costs	3,689.58
N Tech LLC	Fleet Replacement Fund	2,400.00
NADA Appraisal Guide	CCPL-Wright Branch	175.00
Naramore, James J MD	Sheriff-Jail Facility	1,000.00
National Audubon	CCPL-Main Branch	20.00
National Software	Clerk-General County Costs	3,460.66
Navigate Three Sixty	Human Resources	2,087.50
Nelson Auto Glass	Road & Bridge	634.86
News Record	Various Departments	5,436.88
Norchem Drug Test	Various Departments	2,558.75
Norco	Various Departments	10,695.43
North Star Lighting	Fleet Sales Tax Funds	4,900.00
OAG Flightview	Various Departments	476.92
Octane Garage	Maintenance/Custodial	1,648.03
Office Depot	Various Departments	6,571.46
Office Shop	Various Departments	339.39
OK Wrecking	County Sheriff	327.48
Omni Digital Prod	Various Departments	1,450.00
One Call of Wyoming	Publ Work Capital Construction	60.00
Optum	Human Resources	1,088.75
OReilly Auto Parts	County Sheriff	70.36
Overdrive	Various Departments	4,852.08
Paintbrush Services	Various Departments	770.00
Papa Johns Pizza	P & R-Recreational Division	119.01
PCA Engineering	1% Optional Sales Tax Fund	171.40
PCN Strategies	Capital Outlay-Its	18,400.00
Peaks Prairies Golf	P & R-Bell Nob Golf Course	390.00
Penguin Random House	Rockpile Museum - Gen Admin	85.00
Pennington Sheriff	County Attorney	56.88
Penworthy Company	Library-General Administration	1,905.84
Pepsi of Gillette	Fair-General Admin	27.00
Personal Frontiers	Various Departments	14,834.25
PFM Asset Management	Commissioner's-Gen Cnty Costs	10,173.17
Pharmchem	Sheriff-24/7	1,027.80

Plains Tire	County Sheriff	249.80
PMCH	Payments In Lieu of Taxes Fund	30,146.19
Pokeys BBQ Smoke	State & Fed Mandated Costs	207.64
Poole, Amy J.	County Health Nurse	80.05
Powder River Ener Utl	Various Departments	22,107.29
Powder River Exam	Various Departments	120.00
Powder River Heating	Maintenance/Custodial	1,524.38
Powder River Worksaf	Human Resources	367.50
PRB Socty Human Res	Library-General Administration	35.00
Proelectric	Road & Bridge	445.49
Purvis Industries	Various Departments	1,028.29
Push Pedal Pull	1% Optional Sales Tax Fund	43,997.00
Qdoba Mexican Grill	Various Departments	644.50
Quick Lube One	Fleet Department	90.49
Quill Corporation	County Assessor	359.96
Rain Locker Car Wash	Various Departments	56.00
Ram Computer Supply	Children's Dev Svc-Gen Admin	438.93
Razor City Locksmith	Children's Dev Svc-Gen Admin	5.00
READsquared	Library-General Administration	2,085.00
Record Supply	Various Departments	3,959.50
Recreation Supply	P & R-Recreational Division	391.55
Reynolds, Mandy M.	Extension Dept-Horticulture	142.57
Ringer Law PC	State & Fed Mandated Costs	15,125.00
Robinson, Celeste Renee	Extension Dept-Home Economist	200.00
Rockpile Museum Assn	1% Optional Sales Tax Fund	985.00
Rocky Mtn Business	Various Departments	1,876.38
Rocky Mtn Fire Sys	Maintenance/Custodial	184.34
Running Awards	P & R-Recreational Division	507.00
Sage Publications	Various Departments	284.82
Salvation Army Gill	1% Optional Sales Tax Fund	2,364.45
Schurtz, Jessica R.	County Health Nurse	33.77
Scott Brothers	Northeast Wyoming Regional	71.00
Second Chance Minist	1% Optional Sales Tax Fund	363.46
Sentinel Offender	Various Departments	159.71
Servall Uniform	Road & Bridge	777.68
Servicewear Apparel	Sheriff-Jail Facility	191.34
SGI	Sheriff-Jail Facility	1,982.11
Sign Boss	County Health Nurse	4,484.00
Silver Streak Ind	Rockpile Museum - Gen Admin	3,022.94
Simpsons Printing	Various Departments	874.00
Sir Speedy	County Health Nurse	2,802.73
Sitech Wyoming	Landfill	532.14
Smart Apple Media	CCPL-Main Branch	263.36
Smart Start	Adult Drug Court	228.00
Society Human Res	Various Departments	219.00
Source Office Tech	Various Departments	2,068.44

Southland Medical	County Coroner	104.50
SportSmith	P & R-Recreational Division	73.18
Stotz Equipment	P & R-Bell Nob Golf Course	4,324.78
Stulken Law	State & Fed Mandated Costs	437.50
Summit Companies	Maintenance/Custodial	142.00
Summit Food Services	Sheriff-Jail Facility	43,686.95
Sundance Times	Various Departments	325.00
Surf N Suds	County Health Nurse	24.30
Sylvestri Custom	Prevention Management Org	2,400.00
Syntech Systems	Payments In Lieu of Taxes Fund	42.00
Sysco Food Services	Children's Dev Svc-Preschool	3,193.61
Taft Engineering	Various Departments	1,139.84
Target Sign Company	P & R-Ice Skating	500.00
Taste of Home	Various Departments	35.98
Temperature Tech	Commissioner's-Grants	14,961.34
That Embroidery Plac	Northeast Wyoming Regional	241.94
The Grease Barrel	County Sheriff	234.90
The Ice Cream Cafe	Road & Bridge	498.00
The Range	P & R-Gen Adm	107.69
Thomson Reuters West	County Attorney	760.78
Thunder Basin Ford	Various Departments	1,346.70
Thyssenkrupp Elevat	Maintenance/Custodial	491.48
Titan Machinery	Landfill	4,208.36
Titan Solutions	County Health Nurse	243.60
Toro Nsn	P & R-Bell Nob Golf Course	2,796.00
Total Construction	Road & Bridge	730.80
Tower Communication	Road & Bridge	2,675.00
Trinity Consultants	Various Departments	10,048.51
Tru Tech Products	P & R-Wright Center	6.49
True Colors	Human Resources	6,422.16
Turfnet	P & R-Bell Nob Golf Course	195.00
Two Guys Deco	Sheriff-Jail Facility	107.86
Tyler Tech	Various Departments	18,595.00
U S Golf Assn Misc	P & R-Bell Nob Golf Course	3,250.00
Uline	Library-General Administration	97.90
Unique Management	Library-General Administration	89.50
United Parcel Serv	County Sheriff	115.06
Universal Athletic	Various Departments	4,631.84
Urbin Law Office	State & Fed Mandated Costs	9,155.35
Verizon Adlt Drg Ct	Adult Drug Court	100.02
Verizon Emergcy Mgmt	Emergency Management	38.52
Verizon Juv Prob	Various Departments	270.71
Verizon Public Hlth	County Health Nurse	252.03
Verizon Public Works	Various Departments	650.79
Veto Enterprises	Fleet Sales Tax Funds	14,299.88
Vigil, Michelle	Extension Dept - Community Dev	100.00

Violet Communications	Various Departments	33,332.00
Visionary Broadband	Various Departments	7,496.48
Visitation Advocacy	1% Optional Sales Tax Fund	6,323.14
Vista Leasing	Various Departments	5,225.80
Vital Records Cont	Various Departments	203.95
Walmart Children Dev	Various Departments	738.02
Walmart Dist Ct	State & Fed Mandated Costs	41.08
Walmart Extension	Various Departments	410.50
Walmart Juvenile Fam	Juvenile Drug Court Grants	50.06
Walmart Library	Various Departments	1,016.01
Walmart Park Rec	Various Departments	1,384.68
Walmart Public Hlth	Various Departments	277.58
Walmart Public Works	Maintenance/Custodial	970.76
Waste Connections	Various Departments	2,924.70
Wesco Distribution	Maintenance/Custodial	93.15
Western Stationers	Extension Department	358.73
Western Waste Sol	Various Departments	920.92
Weston Co Gazette	Various Departments	45.50
Westwood Pharmacy	Sheriff-Jail Facility	4,008.16
WEX	Fleet Department	202.68
Whites Energy Motors	Various Departments	2,989.85
Whites Frontier Mtrs	P & R-Parks	30.85
Winterholler, Coleen M.	Information Technology Service	40.93
Work Warehouse	Human Resources	300.00
Wright Child Care	Children's Dev Svc-Spec Ed	810.00
Wright Community	1% Optional Sales Tax Fund	500.00
Wright Water Sewer	Various Departments	466.00
WY Dept Health Prev	Sheriff-Jail Facility	280.00
WY Dept Transport	Various Departments	74,901.25
WY Retirement Life	Campbell County General Fund	544.00
WY Retirement System	Campbell County General Fund	429,090.49
Wyo Sheriffs Assn	County Sheriff	687.00
Wyoming Airport Oper	Northeast Wyoming Regional	900.00
Wyoming Community College Commission	Commissioner's-Gen Cnty Costs	60,175.49
Wyoming Library Assn	Library-General Administration	1,521.26
Wyoming Machinery	Various Departments	28,771.20
Wyoming Rents	Various Departments	880.00
Wyoming Taxpayers	County Attorney	195.00
Wyoming Tech Transfe	Road & Bridge	100.00
Wyoming Water Sol	Various Departments	17,307.73
Youth Emergency Serv	Various Departments	27,806.49
Zoho Corporation	CCPL-Main Branch	1,595.00

The following are the claims for Part-Time Employees summarized by department for February 2021: Clerk, 3,630.73; Treasurer, 5,906.25; Sheriff, 9,913.97; Coroner, 2,120.00; Extension, 481.25; District Clerk of Court, 1,628.17; Museum, 594.00; Public Health, 2,325.13; Public

Works-Custodians, 1,205.60; Children's Center, 11,102.21; Library, 50,991.45; Fair, 289.25; Parks & Recreation, 70,631.56

Eric Zahrowski provided public comment.

Commissioner Shelstad provided an update on the Board submitting a variance on the mask mandate for Campbell County.

Commissioner Shelstad moved to approve the Sole Source Purchase Requests to purchase a ScanPro 2200 Microfilm Scanner from e-Image Data in the amount of \$6,085 and purchase a new sound system from Haggerty's Audio Visual – Wyoming Division in the amount of \$6,857.45, as presented. Commissioner Bell seconded the motion. All Voted-Aye. Carried.

Commissioner Bell moved to approve the District Support Grant Application for American Road Water & Sewer District in the amount of \$50,000 from the Optional One Percent Sales Tax fund to replace a water tank. Commissioner Faber seconded the motion. All Voted-Aye. Carried.

Commissioner Faber moved to approve the District Support Grant Application for Means, Carter, North Hannum Improvement and Service District in the amount of \$3,029.78 from the Optional One Percent Sales Tax fund for mag chloride application to gravel roads for dust control. Commissioner Reardon seconded the motion. All Voted-Aye. Carried.

Commissioner Bell moved to approve the District Support Grant Application for Wild Horse Creek Improvement and Service District in the amount of \$15,474.23 from the Optional One Percent Sales Tax fund for gravel to be added to heavily traveled roads. Commissioner Reardon seconded the motion. All Voted-Aye. Carried.

Commissioner Shelstad moved to accept the resignations of Kristin Young and Felicia Messimer and ratify the appointments of Crystal Helm to serve an unexpired three-year term ending January 1, 2023, and Jenna Waldner to serve an unexpired three-year term ending January 1, 2024, both representing Campbell County's low-income population. Commissioner Bell seconded the motion. All Voted-Aye. Carried.

Commissioner Reardon moved to approve Resolution Number 2069 for the appointment of Joseph Baron, Crook County Attorney, in and for Crook County, 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 Case # CR-2021, 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 Resolution Number 2070 authorizing the carryover of account balances of 2020 Flexible spending Health and Dependent Care Accounts to 2021, as presented. Commissioner Shelstad seconded the motion. All Voted-Aye. Carried.

Janell Oberlander, Gillette College Vice President, provided an update on the Area 59 Veteran Scholarship provided by the county with 1% funding.

Commissioner Bell moved to allocate \$5,000 from 1% Contingency Funds for additional veteran memberships at Area 59 for the remaining part of this fiscal year. Commissioner Shelstad seconded the motion. All Voted-Aye. Carried.

There being no further business to come before the Commissioners the meeting was adjourned at 10:25 AM. The next regular meeting of the Commissioners will be held Tuesday, March 16, 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

Clerk of District Court
Monthly Statement
February 2021

Approved by the Board of County
Commissioners this..... day of
.....A.D. 20.....
.....
.....
.....
.....
.....

The State of Wyoming } ss.
County of Campbell }

This instrument was filed
on the____ day of _____
20_____.

County Clerk

By _____
Deputy

MONTHLY STATEMENT

Statement of the Earnings or Collections of Cheryl Chitwood as Clerk of District Court within and for the County of Campbell, State of Wyoming, for the month ending February, 2021, and reported to the Board of District Court within and for the County of Campbell, State of Wyoming, Cheyenne, WY.

CLERK, DISTRICT COURT,

Civil Fees	4-040-0000	\$	6,270.00
Probate Fees	4-041-0000	\$	125.00
Fines	5-001-0000	\$	13,308.71
Jury Fees	4-044-0000	\$	850.00
Miscellaneous Fees	4-043-0000	\$	2,930.01

Total Earnings

\$ 23,483.72

STATE OF WYOMING)

) ss

County of Campbell)

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

WITNESS my hand and seal this 4th day of March, 2021.

by:  deputy
Cheryl Chitwood, Clerk

COUNTY CLERK
MONTHLY REPORT
FEBRUARY 2020



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

COUNTY CLERK'S MONTHLY STATEMENT

Statement of the collections of Susan F. Saunders as Campbell County Clerk within and for the County of Campbell, State of Wyoming, for the month ending February and filed with the County Clerk for presentation to the Board of County Commissioners of said County as required by Wyoming Statute 18-3-814.

45560-Recording Fees	\$25,144.00	
45610-Marriage Licenses.....	\$900.00	
45570-Chattel Mortgages.....	\$9,915.00	
45580-Certificates of Titles.....	\$19,665.00	
45560-Misc Receipts Vault	\$858.50	
45620-Misc Receipts Front	\$132.50	
45600-VINS.....	\$2,460.00	
IDOC Market...Autodeposited in FNBClerk...	\$786.00	////1.4694.1
TOTAL	\$59,861.00	

Info for Treasurer's Office

WY Titles	<u>1,311</u>	@ \$15.00	=	<u>\$19,665.00</u>
SO Vins	<u>100</u>	@ \$10.00	=	<u>\$1,000.00</u>
PD Vins	<u>138</u>	@ \$10.00	=	<u>\$1,380.00</u>
GF Vins	<u>8</u>	@ \$10.00	=	<u>\$80.00</u>
HP Vins		@ \$10.00	=	
WC Vins		@ \$10.00	=	

STATE OF WYOMING)
)ss.
COUNTY OF CAMPBELL)

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.

WITNESS my hand and seal the 1st day of March, 2021

Susan F. Saunders, Campbell County Clerk

BY: DK Daem, Deputy

COUNTY SHERIFF-DETENTION
MONTHLY STATEMENT
FEBRUARY 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 February 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

Restitution	\$12.50
U.A. Tests	\$14.00
CCCF Housing	\$6,180.00
U.S. Marshal Housing	\$2,015.00
24/7 Program	\$5,049.00
Bureau of Prisons Housing	\$1,560.00
Juvenile Housing	\$3,225.00
TOTAL	\$18,055.50

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: _____


Scott D. Matheny 17-2
Campbell County Sheriff

Sheriff's Dept
Monthly Statement
February 2021

Approved by the Board of County
Commissioners this..... day of
.....A.D. 20.....
.....
.....
.....
.....
.....

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

Statement of the collections of **Scott Matheny** as Sheriff within and for the County of Campbell, State of Wyoming, for the month ending **February 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.

Service Fees	\$4,250.00
Fingerprint Fees	\$380.00
Background Fees	\$88.00
Copy Fees	\$49.00
Notary Fees	\$2.00
Sheriff's Sale & Sheriff's Certificate Fees.....	\$112.50
Executions	\$0.00
COUNTY SHERIFF Concealed Firearm Permit Fees	\$575.00
Sex Offender Registration Fees	\$362.50
Salvage Vehicle Sales	\$1250.00
Towing Fees	\$400.00
Foreclosure Sales	\$84,500.00
Misc. Refund	\$0.00
General Fund	\$20.00
E911	\$50,000.00
Town of Wright Reimbursement	\$1,735.82
Town of Wright 911	\$0.00
Campbell County Fire Department 911.....	\$0.00
Campbell County Health 911	\$0.00
WASCOP Grant	\$0.00
Campbell County School District SRO.....	\$0.00
SRO For 1-3 Qtrs. 19/20.....	\$0.00
Sheriff's Account Interest (May21-Dec. 21)	12.81
	<u>\$143,737.63</u>

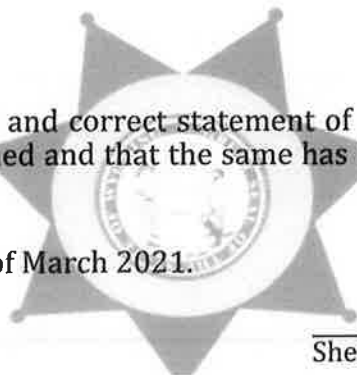
STATE OF WYOMING

§

COUNTY OF CAMPBELL

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.

WITNESS my hand and seal this 1st day of March 2021.




Sheriff of Campbell County

SUMMARY

COUNTY TREASURER
of
Campbell County

2/28/2021

THE STATE OF WYOMING

ss.

County of Campbell

I, Rachael Knust, being first duly sworn according to law, on my oath do depose and say that I am County Treasurer within and for the County of Campbell in the State aforesaid; that the within and foregoing represents a true and correct Summary of all my Receipts and Disbursements by me as such Treasurer, during the time herein designated, so help me God.

Crystal Conley Deputy
County Treasurer

Subscribed and sworn to before me this 16 day of March, A.D. 2021.

Tusant Saunders

County Clerk

Filed in the office of the County Clerk

, A.D. 2020

County Clerk.

Approved by the Board of County
Commissioners this _ day of _ , A.D. 2020

FISCAL YEAR 2020-2021

February 28, 2021

FIB	353153976	87,485.37
FNB	007-8	14,460,661.94
ACH	308-5	47,631.64
FNB CCSD	086-8	2,227,532.30
FNB Flex	568-1	32,355.00
FNB Health Benefits	315-8	1,296,617.54
FNB Special Escrow	74-4	13,048,204.26
FNB Airport PFC Account	133-3	196,217.81
FNB Library Credit Card Fees	862-1	472.28
FNB Museum Credit Card Fees	11092301	592.14
FNB North Landfill Credit Card Fees	864-8	9,632.21
FNB Narcotics Federal Forfeitures	107-4	0.00
FNB Recreation Credit Card Fees	139-2	26,396.79
FNB State Drug Forfeiture Funds	132-5	16,091.34
FNB Taxes Paid in Protest	2075305	10,726.96
FNB-CDSCC-Region 13 Preschool Service	24-8	226,283.48
FNB-CDSCC-Early Head Start	91-4	84.87
NSF Checks		2,687.19
Long & Short-Treasurer		2,100.00
Clerk-Dist Crt-Sheriff-Engineer-Landfill-Public Health-Parks & Rec		8,639.50
Cash & Currency		6,150.00
TOTAL CASH ACCOUNTS	31,706,562.62	
TOTAL TDOA'S	238,512,472.14	
Premium & Discounts		22,538.91
WGIF-Building Maintenance		39,702,129.29
WGIF-Campus Maintenance		4,126,310.77
WGIF-Campus Maintenance Tec		2,587,764.02
WGIF-Capital Replacement Reserve		94,586,207.00
WGIF-Fleet Management		6,341,871.14
WGIF-Fleet Mgmt-PLB -City		762,331.59
WGIF-Gillette College Activity & Education Center		0.00
WGIF-Gillette College Rodeo		0.00
WGIF-Jt Powers Rec Maint Fund		8,888,456.66
WGIF-Road Equipment		3,034,858.44
WGIF-1% Road Machinery Repl		500,264.18
WGIF-Short Term Future Cap Const		15,365,661.43
WYOSTAR-1% Municipalities		590,558.67
WYOSTAR-1% Optional		7,533,988.77
WYOSTAR-Cap Fac Excess		12,067.45
WYOSTAR-CCSD Dist Fund		0.00
WYOSTAR-Enhanced 911		283,498.60
WYOSTAR-Fleet Management		0.00
WYOSTAR-General		37,040,985.11
WYOSTAR-General Held Revenues		0.00
WYOSTAR-Health Benefits		4,032,568.05
WYOSTAR-PILT		3,197,246.44
WYOSTAR-Pronghorn Center Main Reserve		1,326,251.12
WYOSTAR-SCFM		4,882,865.71
WYOSTAR-Town of Wright Rec Maintenance		1,666,093.35
WYOSTAR-Wyoming Lottery/Off Track Betting		2,050,494.35
TOTAL		270,241,573.67

175,895,854.52

60,566,123.27

Approved by the Board of County

Commissioners this

day of _____, 2021.

THE STATE OF WYOMING

ss.

County of Campbell

I, Rachael Knust, being first duly sworn according to law, on my oath do depose and say that I am County Treasurer within and for the County of Campbell in the State aforesaid; that the within and foregoing represents a true and correct Trial Balance of my records at the close of business 28th of Feb., 2021; that my statement of Cash is just, true and correct, so help me God.

Cristal Conley Deputy
County Treasurer

Subscribed and sworn to be before this 10 day of March, 2021.

Sharon Saunders
County Clerk

2/28/2021		
Airport	278.14	278.14
American Road	0.00	0.00
Antelope Valley	0.00	0.00
Bennor Estates	829.67	829.67
BOCHES	65,249.98	65,249.98
Bond Disclosure	4,500.00	4,500.00
Box N Ranch Rd	0.00	0.00
Brunsen	0.00	0.00
Buckskin	240.00	240.00
Car Company Tax	0.00	0.00
Cash Reserve	15,000,000.00	15,000,000.00
Cemetery	112,614.14	112,614.14
Central Campbell County	743.49	743.49
Certificates of Purchase	(0.00)	0.00
City of Gillette	88,194.81	88,194.81
Collins Heights	0.00	0.00
Cottonwood I&S	0.00	0.00
County Sales Tax	0.00	0.00
Country Living Acres	0.00	0.00
Countryside I&S	100.00	100.00
Crestview I & S	0.00	0.00
Donkey Creek	0.00	0.00
Eight Mile I&S	2,198.35	2,198.35
Fair	141.84	141.84
Fire	0.00	0.00
Foundation	1,566,003.65	1,566,003.65
Fox Park	0.00	0.00
Fox Ridge	500.00	500.00
Freedom Hills	1,938.98	1,938.98
General County	32,041,719.90	32,041,719.90
Graceland	0.00	0.00
Green Valley Estates	0.00	0.00
Health Benefits Trust	5,329,185.59	5,329,185.59
Heritage Village	1,469.34	1,469.34
High Country Estates	0.00	0.00
Highway VIN Fees	0.00	0.00
Hospital	391,500.97	391,500.97
Hospital Bond	40.43	40.43
Hospital Bond Interest	5.02	5.02
Interstate Industrial	0.00	0.00
Investments-1% Muni Jt Powers	590,558.67	590,558.67
Investments-1% Optional	7,533,988.77	7,533,988.77
Investments-Building Maintenance	39,702,129.29	39,702,129.29
Investments-Campus Maintenance	4,126,310.77	4,126,310.77
Investments-Campus Tech Center- Fund 004/027	2,587,764.02	2,587,764.02
Investments-Cap Fac Excess	12,067.45	12,067.45
Investments-Capital Replace Reserve	94,586,207.00	94,586,207.00
Investments-Enhanced 911 Fees	317,336.75	317,336.75
Investments-Fleet Management	10,639,325.35	10,639,325.35
Investments-Gillette College	0.00	0.00
Investments-Jt Powers Rec Maintenance - Fund 028	8,888,456.66	8,888,456.66
Investments-PILT	3,197,246.44	3,197,246.44
Investments-Pronghorn Center Main Reserve	1,326,251.12	1,326,251.12
Investments-SCFM County Road Funds	4,882,865.71	4,882,865.71
Investments-Short Term Future Capital Construction-Fund 68	15,365,661.43	15,365,661.43
Investments-Town of Wright Rec Maintenance-Fund 695	1,666,093.35	1,666,093.35
Investments-Wyoming Lottery/Off Track Betting	2,050,494.35	2,050,494.35
Library	1,110.77	1,110.77
Lodging Tax	0.00	0.00
Los Caballos	0.00	0.00
McKenny	0.00	0.00
Meadow Springs I&S	0.00	0.00
Means	0.00	0.00
Means,Carter,N Hannum	0.00	0.00
Moon Ridge	1,150.43	1,150.43
Motor Vehicle County Fees	(0.00)	0.00
Motor Vehicle State Fees	108,861.57	108,861.57
Motor Vehicle Non Apportioned Fees	0.00	0.00
Motor Vehilce Temp Sticker/paper Fee	0.00	0.00
Mobile Machinery County Fees	0.00	0.00
Mobile Machinery Pro-Rate	0.00	0.00
Motor Vehicle Pro-Rate	0.00	0.00
Motor Vehicle In Transit Permit	0.00	0.00
Motor Vehicle Temp Worker Decals	0.00	0.00
Museum	138.15	138.15
North Rangeland	0.00	0.00
Organ Donor Donations	61.00	61.00
Oriva Hills	800.00	800.00
Overbrook I&S	0.00	0.00
Peoples	(6,651.43)	(6,651.43)
Pineview	0.00	0.00
Pinnacle Heights	0.00	0.00
Prairieview	63,613.03	63,613.03
Predatory	0.00	0.00
Premium & Discounts	22,538.91	22,538.91
Rafter D	300.00	300.00
Recreation	1,077.63	1,077.63
Rock Road I&S	0.00	0.00
Rocky Point	568.93	568.93
Rustic Hills	0.00	0.00
Sales & Use Tax	514,843.92	514,843.92
School--1 Mill Optional	0.00	0.00

School--6 Mill County Wide	780,948.29	780,948.29
School--25 Mill Special School	3,253,864.57	3,253,864.57
School--BOCES	0.00	0.00
School--Cap Main	0.00	0.00
School--General School	73,450.50	73,450.50
School--Rec Mill	130,154.78	130,154.78
School Bond Redemption	0.00	0.00
School Bond Redemption Interest	0.00	0.00
Small Buttes	0.00	0.00
South Douglas Hwy	6,503.22	6,503.22
Southern Industrial	0.00	0.00
Southfork Estates	0.00	0.00
Southside	0.00	0.00
Special Escrow	13,043,704.26	13,043,704.26
Stonegate Estates	1,278.00	1,278.00
Sundog	0.00	0.00
Taxes-Transportable Homes	(0.00)	0.00
Taxes-2020	(0.00)	0.00
Taxes-Interest 2020	0.00	0.00
Taxes-2019	0.00	0.00
Taxes-Interest 2019	(0.00)	0.00
Taxes-2018	0.00	0.00
Taxes-Interest 2018	0.00	0.00
Taxes-2017	(0.00)	0.00
Taxes-Interest 2017	(0.00)	0.00
Taxes-2016	0.00	0.00
Taxes-Interest 2016	0.00	0.00
Taxes-2015	(0.00)	0.00
Taxes-Interest 2015	0.00	0.00
Taxes-2014	0.00	0.00
Taxes-Interest 2014	0.00	0.00
Taxes-2013	0.00	0.00
Taxes-Interest 2013	0.00	0.00
Taxes-2012	0.00	0.00
Taxes-Interest 2012	0.00	0.00
Taxes-2011	0.00	0.00
Taxes-Interest 2011	0.00	0.00
Taxes-2010	0.00	0.00
Taxes-Interest 2010	0.00	0.00
Taxes-2009	0.00	0.00
Taxes-Interest 2009	0.00	0.00
Taxes-2008	0.00	0.00
Taxes-Interest 2008	0.00	0.00
Taxes-2007	0.00	0.00
Taxes-Interest 2007	0.00	0.00
Taxes-2006	0.00	0.00
Taxes-Interest 2006	0.00	0.00
Taxes-2005	0.00	0.00
Taxes-Interest 2005	0.00	0.00
Taxes-2004	0.00	0.00
Taxes-Interest 2004	0.00	0.00
Taxes-2003	0.00	0.00
Taxes-Interest 2003	0.00	0.00
Taxes-2002	0.00	0.00
Taxes-Interest 2002	0.00	0.00
Taxes-2001	0.00	0.00
Taxes-Interest 2001	0.00	0.00
Taxes-2000	0.00	0.00
Taxes-Interest 2000	0.00	0.00
Taxes-1999	0.00	0.00
Taxes-Interest 1999	0.00	0.00
Taxes-1998	0.00	0.00
Taxes-Interest 1998	0.00	0.00
Taxes-1997	0.00	0.00
Taxes-Interest 1997	0.00	0.00
Taxes-1996	0.00	0.00
Taxes-Interest 1996	0.00	0.00
Taxes-1995	0.00	0.00
Taxes-Interest 1995	0.00	0.00
Taxes-1994	0.00	0.00
Taxes-Interest 1994	0.00	0.00
Taxes-1993	0.00	0.00
Taxes-Interest 1993	0.00	0.00
Taxes-1992	0.00	0.00
Taxes-Interest 1992	0.00	0.00
Taxes-1991	0.00	0.00
Taxes-Interest 1991	0.00	0.00
Taxes-1990	0.00	0.00
Taxes-Interest 1990	0.00	0.00
Taxes Paid in Protest	105,070.85	105,070.85
Town of Wright	3,552.96	3,552.96
Veterans Exemptions	0.00	0.00
Watercraft VIN Fees	0.00	0.00
Weed & Pest	48,786.45	48,786.45
Wessex Impr & Service	0.00	0.00
Wild Horse Creek I&S	915.83	915.83
Wildlife Conservation Donation	16.00	16.00
Wright Water & Sewer	4,703.62	4,703.62
	270,241,573.67	270,241,573.67
	270,241,573.67	Balance on Daily Receipts
	270,241,573.67	Balance on Trial Balance
	0.00	

PAYROLL PAYMENT

FOR THE PAY PERIOD (s) ENDING

February 20, 2021

February 28, 2021

_____, _____

We do hereby approve the County Payroll as presented this 16th day of March, 2021

Member

Member

Member

Member

Chairman

PETITION FOR REBATE/CANCELLATION OF TAXES

2-9-21
date processed

STATE OF WYOMING

COUNTY OF CAMPBELL

No: 4290

NAME: EOG RESOURCES INC

NOTICE ISSUED FOR:

NOVC# 2021-0018

OTHER:

☒ PARTIAL
☒ REBATE
☐ CANCELLATION

YEAR 2018

ACCOUNT/PARCEL# 50050434

TAX NOTICE NO. 1599

DISTRICT NO. 100

ASSESSED VALUATION: 733,818

AMOUNT:\$ 43,740.69

Joy S. Clements COUNTY ASSESSOR

APPROVED: _____ DENIED: _____

THIS 2 DAY OF March, 2021

BOARD OF COUNTY COMMISSIONERS

FILED 3/2, 2021

COUNTY CLERK

Receipt: 1599 Year: 2018 See Notes EOG RESOURCES INCPaid Date: 2 / 23 / 2021

Parcel: 50050434 Dist: 0100

<u>First Half</u>	<u>Tax Paid</u>	<u>Date Pd</u>	<u>Interest</u>	<u>Tax Due</u>	<u>Totals</u>
Property. . .	\$1204492.30	11/08/2018	<u>\$.00</u>	\$.00	\$1204492.30
Spec. Assmnt.	<u>\$.00</u>		<u>\$.00</u>	<u>\$.00</u>	<u>\$.00</u>
	\$1204492.30		\$.00	\$.00	\$1204492.30

Due: 11/10/2018

CP#: _____ CR#: _____

2-23-2021 Rebate # 4290

<u>Second Half</u>	<u>Tax Paid</u>	<u>Date Pd</u>	<u>Interest</u>	<u>Tax Due</u>	<u>Totals</u>
Property. . .	\$1204492.30	5/01/2019	<u>\$.00</u>	\$.00	\$1204492.30
Spec. Assmnt.	<u>\$.00</u>		<u>\$.00</u>	<u>\$.00</u>	<u>\$.00</u>
	\$1204492.30		\$.00	\$.00	\$1204492.30

Due: 5/10/2019

CP#: _____ CR#: _____

\$2408984.60	\$.00	\$.00
--------------	--------	--------

FDIC#: _____

Tax Deed Issued: _____

Paid: \$2408984.60

Bankruptcy Date: _____

Outstanding: \$.00



WYOMING DEPARTMENT OF REVENUE

**IN THE MATTER OF THE
ASSESSMENT OF
EOG RESOURCES INC**

Operator ID: 00322

**NOTICE OF VALUATION CHANGE
2021-0018**

**ASSESSOR
Campbell, Laramie**

Page 1 of 3

1. On December 14, 2020, EOG Resources Incorporated (EOG) filed amended returns for the attached properties.
2. EOG filed the amended returns in response to a letter from the Mineral Tax Division of the Wyoming Department of Revenue informing EOG of discrepancies discovered in an examination of Severance Tax and Gross Products Tax production reporting for the 2017 production year.

In accordance with W.S. 39-14-208(b)(iii), the Department of Revenue is authorized to rely on final audit findings, taxpayer amended returns or department review, and to certify mine product valuation amendments to the county assessor of the county in which the property is located.

Pursuant to W.S. 39-14-208(b)(i), you are hereby notified, without prejudice to any and all rights, powers, and defenses of the government entities involved, of changes in valuation for each year by the amounts indicated in this notice. EOG RESOURCES INC address is:

EOG RESOURCES INC
RAINA MCMILLON
PO BOX 4362
HOUSTON, TEXAS 77210-4362

**THIS NOTICE OF VALUATION CHANGE IS A FINAL ADMINISTRATIVE DECISION BY THE
DEPARTMENT OF REVENUE.**

Exceptions to this assessment and final administrative decision of the Department of Revenue may be instituted per W.S. 39-11-102(c) pursuant to Rules, Chapter 2, Section 5, Wyoming State Board of Equalization, by filing a written notice of appeal with the Board, in care of Executive Secretary/Legal Counsel, PO Box 448, Cheyenne, Wyoming 82003-0448 or by fax transmission to the State Board's fax number (307) 777-6363. The notice shall briefly state in ordinary and concise language the issues upon which the appeal is based, the contentions of the petitioner, the relief desired, and be accompanied by a copy of the decision at issue. The notice shall also contain the phone number, fax number if available, and mailing address of petitioner, representative or attorney.

Unless otherwise required by law, the appeal notice must be postmarked or filed with the Board within thirty (30) days of the date of the final administrative decision at issue.

Wyoming Department of Revenue, Mineral Tax Division, 122 West 25th Street, Suite E301, Herschler Building East
Cheyenne, WY 82002-0110

Phone (307) 777-5237 – Internet: <http://revenue.wyo.gov> – E-mail: directorofrevenue@wyo.gov

WYOMING DEPARTMENT OF REVENUE

**IN THE MATTER OF THE
ASSESSMENT OF
EOG RESOURCES INC**

**NOTICE OF VALUATION CHANGE
2021-0018**

Operator ID: 00322

**ASSESSOR
Campbell, Laramie**

Page 2 of 3

<u>Tax Year</u>	<u>Prod Year</u>	<u>Group Name</u>	<u>Group Number</u>	<u>County</u>	<u>Tax District</u>	<u>Mineral</u>	<u>Taxable Value Change</u>
2018	2017	WILDCAT	005108	Laramie	0204	Natural Gas	(60,164)
2018	2017	WILDCAT	005472	Laramie	0204	Natural Gas	(37,527)
2018	2017	WILDCAT	005476	Laramie	0204	Natural Gas	(44,699)
2018	2017	WILDCAT	005477	Laramie	0204	Natural Gas	(27,638)
2018	2017	WILDCAT	005539	Laramie	0204	Natural Gas	(65,210)
2018	2017	WILDCAT	006113	Campbell	0100	Natural Gas	(22,549)
2018	2017	WILDCAT	006127	Campbell	0100	Natural Gas	(7,679)
2018	2017	WILDCAT	006225	Laramie	0101	Natural Gas	(29,746)
2018	2017	WILDCAT	006229	Laramie	0101	Natural Gas	2,632
2018	2017	WILDCAT	006476	Laramie	0101	Natural Gas	(96,500)
2018	2017	CROSSBOW	006647	Campbell	0100	Natural Gas	(67,211)
2018	2017	CROSSBOW	006648	Campbell	0100	Natural Gas	(14,577)
2018	2017	CROSSBOW	006670	Campbell	0100	Natural Gas	(15,699)
2018	2017	CROSSBOW	006688	Campbell	0100	Natural Gas	1
2018	2017	WILDCAT	006695	Campbell	0100	Natural Gas	(11,724)
2018	2017	WILDCAT	006873	Laramie	0101	Natural Gas	(289)
2018	2017	WILDCAT	006896	Laramie	0101	Natural Gas	470
2018	2017	WILDCAT	006897	Laramie	0101	Natural Gas	(524)
2018	2017	WILDCAT	006898	Laramie	0101	Natural Gas	682
2018	2017	WILDCAT	006926	Laramie	0101	Natural Gas	2,382

Wyoming Department of Revenue, Mineral Tax Division, 122 West 25th Street, Suite E301, Herschler Building East
Cheyenne, WY 82002-0110

Phone (307) 777-5237 – Internet: <http://revenue.wyo.gov> – E-mail: directorofrevenue@wyo.gov

WYOMING DEPARTMENT OF REVENUE

IN THE MATTER OF THE
ASSESSMENT OF

EOG RESOURCES INC

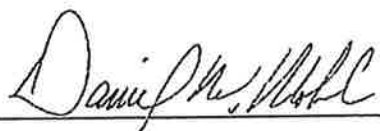
Operator ID: 00322

NOTICE OF VALUATION CHANGE
2021-0018

ASSESSOR
Campbell, Laramie

Page 3 of 3

MADE AND ENTERED at Cheyenne, Wyoming, this 5th day of February, 2021.



Dan Noble
Director, Department of Revenue

WYOMING DEPARTMENT OF REVENUE



Craig Grenvik
Administrator, Mineral Tax Division

2-9-21

NOVC #2021-0018 → (\$139,438)

NOVC #2021-0020 → (\$166,034)

NOVC #2021-0016 → (\$192,054)

NOVC #2021-0017 → (\$236,292)

(\$733,818)

Rebate #4290
see sch #50434

MLX 59.607

(\$43,740.69)

Wyoming Department of Revenue, Mineral Tax Division, 122 West 25th Street, Suite E301, Herschler Building East
Cheyenne, WY 82002-0110

Phone (307) 777-5237 – Internet: <http://revenue.wyo.gov> – E-mail: directorofrevenue@wyo.gov

PETITION FOR REBATE/CANCELLATION OF TAXES

STATE OF WYOMING

COUNTY OF CAMPBELL

No: 4291

2-19-21
date processed

NAME: EOG RESOURCES INC

NOTICE ISSUED FOR:

NOVC# 2021-0052

OTHER:

☒ PARTIAL
☒ REBATE
☐ CANCELLATION

YEAR 2018

ACCOUNT/PARCEL# 50050434

TAX NOTICE NO. 1599

DISTRICT NO. 100

ASSESSED VALUATION: 121,350

AMOUNT:\$ 7,233.31

Froy A. Clements COUNTY ASSESSOR

APPROVED: _____ DENIED: _____

THIS 2 DAY OF March, 2021

BOARD OF COUNTY COMMISSIONERS

FILED 3/2, 2021

COUNTY CLERK

CAMPBELL COUNTY TREASURER

PO. Box 1027
Gillette, WY 82717-1027

Rachael Knust

TAX RECEIPT
*** DUPLICATE ***

Clerk: Tax-Wise conversion
Batch Number: 20181108-006227

Today's Date: 02/19/2021

Received from: EOG RESOURCES INC

Receipt#	Trans Date	Tax Year	Tax ID#	Stmt#	Half	Due Date	Interest Date	Tax Amount	Penalty/Interest	Total Amount
348176	11/08/2018	2018	050050434	1599	1st	11/10/2018	11/08/2018	1,204,492.30	0.00	1,204,492.30
EOG RESOURCES INC ATTN MIGUEL ZAVALA PO BOX 4362 HOUSTON TX 77210-4362				LOCATION: 0 DISTRICT: 0100 CERTIFIED BY DOR-GAS						
TOTAL PAID:								\$1,204,492.30	\$0.00	\$1,204,492.30

Payment Type	Doc#	Description	Amount
OTHER		EOG RESOURCES INC	1,204,492.30
		TOTAL:	1,204,492.30



WYOMING DEPARTMENT OF REVENUE

**IN THE MATTER OF THE
ASSESSMENT OF
EOG RESOURCES INC
Operator ID: 00322**

**NOTICE OF VALUATION CHANGE
2021-0052**

**ASSESSOR
Campbell**

Page 1 of 2

1. On January 21, 2021, EOG Resources Inc. filed an amended return for property number 006498.
2. EOG Resources Inc. filed the amended return for property number 006498 on their own initiative.

In accordance with W.S. 39-14-208(b)(iii), the Department of Revenue is authorized to rely on final audit findings, taxpayer amended returns or department review, and to certify mine product valuation amendments to the county assessor of the county in which the property is located.

Pursuant to W.S. 39-14-208(b)(i), you are hereby notified, without prejudice to any and all rights, powers, and defenses of the government entities involved, of changes in valuation for each year by the amounts indicated in this notice. EOG RESOURCES INC address is:

EOG RESOURCES INC
RAINA MCMILLON
PO BOX 4362
HOUSTON, TEXAS 77210-4362

**THIS NOTICE OF VALUATION CHANGE IS A FINAL ADMINISTRATIVE DECISION BY THE
DEPARTMENT OF REVENUE.**

Exceptions to this assessment and final administrative decision of the Department of Revenue may be instituted per W.S. 39-11-102(c) pursuant to Rules, Chapter 2, Section 5, Wyoming State Board of Equalization, by filing a written notice of appeal with the Board, in care of Executive Secretary/Legal Counsel, PO Box 448, Cheyenne, Wyoming 82003-0448 or by fax transmission to the State Board's fax number (307) 777-6363. The notice shall briefly state in ordinary and concise language the issues upon which the appeal is based, the contentions of the petitioner, the relief desired, and be accompanied by a copy of the decision at issue. The notice shall also contain the phone number, fax number if available, and mailing address of petitioner, representative or attorney.

Unless otherwise required by law, the appeal notice must be postmarked or filed with the Board within thirty (30) days of the date of the final administrative decision at issue.

Wyoming Department of Revenue, Mineral Tax Division, 122 West 25th Street, Suite E301, Herschler Building East
Cheyenne, WY 82002-0110

Phone (307) 777-5237 – Internet: <http://revenue.wyo.gov> – E-mail: directorofrevenue@wyo.gov

WYOMING DEPARTMENT OF REVENUE

IN THE MATTER OF THE
ASSESSMENT OF
EOG RESOURCES INC

NOTICE OF VALUATION CHANGE
2021-0052

Operator ID: 00322

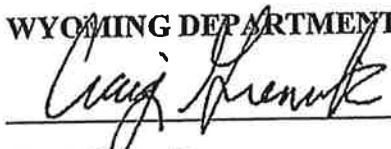
ASSESSOR
Campbell

Page 2 of 2

<u>Tax Year</u>	<u>Prod Year</u>	<u>Group Name</u>	<u>Group Number</u>	<u>County</u>	<u>Tax District</u>	<u>Mineral</u>	<u>Taxable Value Change</u>
2018	2017	CROSSBOW	006498	Campbell	0100	Natural Gas	(121,350)

MADE AND ENTERED at Cheyenne, Wyoming, this 18th day of February, 20 21.


Dan Noble
Director, Department of Revenue

WYOMING DEPARTMENT OF REVENUE

Craig Grenvik
Administrator, Mineral Tax Division

2-19-21

NOVC #2021-0052

(121,350)
MLX 59.607
(# 7,233,31)

Rebate #4291
see 5 dr #50434

Wyoming Department of Revenue, Mineral Tax Division, 122 West 25th Street, Suite E301, Herschler Building East
Cheyenne, WY 82002-0110

Phone (307) 777-5237 – Internet: <http://revenue.wyo.gov> – E-mail: directorofrevenue@wyo.gov

PETITION FOR REBATE/CANCELLATION OF TAXES

2-19-21
date processed

STATE OF WYOMING

COUNTY OF CAMPBELL

No: 4292

NAME: ANSCHUTZ EXPLORATION CORPORATION

NOTICE ISSUED FOR:

NOVC# 2021-0055

OTHER:

☒ **PARTIAL**
☒ **REBATE**
☐ **CANCELLATION**

YEAR 2020

ACCOUNT/PARCEL# 50060206

TAX NOTICE NO. 108

DISTRICT NO. 100

ASSESSED VALUATION: 29

AMOUNT:\$ 1.74

 **COUNTY ASSESSOR**

APPROVED: _____ **DENIED:** _____

THIS 2 **DAY OF** March, **20**21

BOARD OF COUNTY COMMISSIONERS

FILED 3/2, **20**21

_____ **COUNTY CLERK**

CAMPBELL COUNTY TREASURER

PO. Box 1027
Gillette, WY 82717-1027

Rachael Knust

TAX RECEIPT

*** DUPLICATE ***

Clerk: Shawna Behunin
Batch Number: 20201027-000110

Today's Date: 02/19/2021

Received from: ANSCHUTZ EXPLORATION CORPORATION

Receipt#	Trans Date	Tax Year	Tax ID#	Stmt#	Half	Due Date	Interest Date	Tax Amount	Penalty/Interest	Total Amount
391425	10/27/2020	2020	050060206	24492	1st	11/10/2020	10/27/2020	28,202.00	0.00	28,202.00
ANSCHUTZ EXPLORATION CORPORATION ATTN STANLEY VARGAS 555 17TH ST STE 2400 DENVER CO 80202-3941				24492	2nd	05/10/2021	10/27/2020	28,201.99	0.00	28,201.99
				DISTRICT: 0100						
TOTAL PAID:								\$56,403.99	\$0.00	\$56,403.99
3 Additional Receipts in Batch Total:								\$372,343.59		

Payment Type	Doc#	Description	Amount
CHECK	1018106680	ANSCHUTZ EXPLORATION CORPORATION	428,747.58
		TOTAL:	428,747.58



WYOMING DEPARTMENT OF REVENUE

**IN THE MATTER OF THE
ASSESSMENT OF
ANSCHUTZ EXPLORATION
CORPORATION**

Operator ID: 01758

**NOTICE OF VALUATION CHANGE
2021-0055**

**ASSESSOR
Campbell**

Page 1 of 2

1. On February 3, 2021, Anschutz Exploration Corporation filed an amended return for property number 07174.
2. Anschutz Exploration Corporation filed the amended return for property number 07174 on their own initiative.

In accordance with W.S. 39-14-208(b)(iii), the Department of Revenue is authorized to rely on final audit findings, taxpayer amended returns or department review, and to certify mine product valuation amendments to the county assessor of the county in which the property is located.

Pursuant to W.S. 39-14-208(b)(i), you are hereby notified, without prejudice to any and all rights, powers, and defenses of the government entities involved, of changes in valuation for each year by the amounts indicated in this notice. ANSCHUTZ EXPLORATION CORPORATION address is:

ANSCHUTZ EXPLORATION CORPORATION
STANLEY VARGAS
555 17TH STREET STE 2400
DENVER, COLORADO 80202

**THIS NOTICE OF VALUATION CHANGE IS A FINAL ADMINISTRATIVE DECISION BY THE
DEPARTMENT OF REVENUE.**

Exceptions to this assessment and final administrative decision of the Department of Revenue may be instituted per W.S. 39-11-102(c) pursuant to Rules, Chapter 2, Section 5, Wyoming State Board of Equalization, by filing a written notice of appeal with the Board, in care of Executive Secretary/Legal Counsel, PO Box 448, Cheyenne, Wyoming 82003-0448 or by fax transmission to the State Board's fax number (307) 777-6363. The notice shall briefly state in ordinary and concise language the issues upon which the appeal is based, the contentions of the petitioner, the relief desired, and be accompanied by a copy of the decision at issue. The notice shall also contain the phone number, fax number if available, and mailing address of petitioner, representative or attorney.

Unless otherwise required by law, the appeal notice must be postmarked or filed with the Board within thirty (30) days of the date of the final administrative decision at issue.

Wyoming Department of Revenue, Mineral Tax Division, 122 West 25th Street, Suite E301, Herschler Building East
Cheyenne, WY 82002-0110

Phone (307) 777-5237 – Internet: <http://revenue.wyo.gov> – E-mail: directorofrevenue@wyo.gov

WYOMING DEPARTMENT OF REVENUE

IN THE MATTER OF THE
ASSESSMENT OF
ANSCHUTZ EXPLORATION
CORPORATION

NOTICE OF VALUATION CHANGE
2021-0055

Operator ID: 01758

ASSESSOR
Campbell

Page 2 of 2

<u>Tax Year</u>	<u>Prod Year</u>	<u>Group Name</u>	<u>Group Number</u>	<u>County</u>	<u>Tax District</u>	<u>Mineral</u>	<u>Taxable Value Change</u>
2020	2019	PORCUPINE	007174	Campbell	0100	Natural Gas	(29)

MADE AND ENTERED at Cheyenne, Wyoming, this 18th day of February, 2021.


Dan Noble
Director, Department of Revenue

WYOMING DEPARTMENT OF REVENUE

Craig Grenvik
Administrator, Mineral Tax Division

2-19-21

NOV #2021-0055

(29)
MLX 60.056
(1.74)

Rebate #4892
see sch #60706

Wyoming Department of Revenue, Mineral Tax Division, 122 West 25th Street, Suite E301, Herschler Building East
Cheyenne, WY 82002-0110

Phone (307) 777-5237 – Internet: <http://revenue.wyo.gov> – E-mail: directorofrevenue@wyo.gov

PETITION FOR REBATE/CANCELLATION OF TAXES

2-19-21
date processed

STATE OF WYOMING

COUNTY OF CAMPBELL

No: 4293

NAME: NORTH STAR OPERATING COMPANY

NOTICE ISSUED FOR:

NOVC# 2021-0074

OTHER:

☒ PARTIAL
☐ REBATE
☒ CANCELLATION

YEAR 2020

ACCOUNT/PARCEL# 27423

TAX NOTICE NO. 3783

DISTRICT NO. 100

ASSESSED VALUATION: 161,928

AMOUNT:\$ 9,724.72

Joy S. C. Combs COUNTY ASSESSOR

APPROVED: _____ DENIED: _____

THIS 2 DAY OF March, 2021

BOARD OF COUNTY COMMISSIONERS

FILED 3/2, 2021

COUNTY CLERK

Campbell County
Rachael Knust, Treasurer
2020 STATE ASSESSED - MINERALS TAX BILL

(307) 682-7268
<https://www.ccgov.net/>

PO. Box 1027
 Gillette, WY 82717

			Assessed Valuation	
District	Parcel Number	State Acct. No.	Assessed Value	
0100	000027423	C0027423		297,541
NORTH STAR OPERATING COMPANY ATTN BRICE G CARPENTER 1551 THREE CROWNS DR SUITE 302 CASPER, WY 82604-3196			Total Valuation	297,541
			Mill Levy	60.056
			General Taxes	19,449.44
			Special Taxes	0.00
			Total Tax	\$19,449.44

(Payment Schedule is provided below)

Address changed? Notify the County Assessor at (307) 682-7266

Legal Description

If you have sold this property and are not responsible for payment, please forward this bill to the responsible party or to this office

TAX DOLLAR USE			2/19/2021 Cancel # 4293 2nd 1/2 only 2020 taxes per NOVC#2021-0074
TAXING AUTHORITY	LEVY	AMOUNT	
CAMPBELL COUNTY GOVERNMENT	11.276	3,651.78	Payments may be mailed to: CAMPBELL COUNTY TREASURER PO. Box 1027 Gillette, WY 82717-1027
CNTY HOSPITAL DIST TRUST FUND	3.000	971.56	
CNTY SPEC CEMETERY BOARD TRUST	.826	267.50	
CNTY UNIFIED SPEC DIST TRST FD	25.000	8,096.38	
CNTY WEED & PEST BOARD TRUST	.454	147.04	
COOPERATIVE HIGHER EDUC SERV	.500	161.92	
COUNTY WIDE SCHOOL TRUST FUND	6.000	1,943.14	
STATE OF WY FOUND PRG TRST FND	12.000	3,886.26	
UNIFIED SCHOOL - RECREATION	1.000	323.86	
TOTAL	60.056	19,449.44	

DUE DATES AND PAYMENT INFORMATION

First half installments are delinquent after November 10, 2020. Second half installments are delinquent after May 10, 2021.

Any delinquent installment will bear interest at 18%.

Interest on first installment will be forgiven if TOTAL TAX is paid ON OR BEFORE December 31, 2020

Tax bills are always sent directly to taxpayers. Mortgage companies are provided tax information electronically.

Please contact your mortgage company directly if in doubt about payment responsibility.

THIS IS THE ONLY BILL YOU WILL RECEIVE!

Parcel# : 000027423

1st Half Installments

<u>Install#</u>	<u>Due Date</u>	<u>Amount</u>
1	10/10/2020	4,862.36
2	11/10/2020	4,862.36
		9,724.72

Parcel# : 000027423

2nd Half Installments

<u>Install#</u>	<u>Due Date</u>	<u>Amount</u>
1	04/10/2021	3,240.28
2	05/10/2021	3,242.22
3	06/10/2021	3,242.22
		9,724.72



WYOMING DEPARTMENT OF REVENUE

**IN THE MATTER OF THE
ASSESSMENT OF
NORTH STAR OPERATING
COMPANY**

**NOTICE OF VALUATION CHANGE
2021-0074**

Operator ID: 01425

**ASSESSOR
Campbell**

Page 1 of 2

1. On February 5, 2021, North Star Operating Company (North Star) filed an amended return for the attached property.
2. North Star filed the amended return in response to a letter from the Mineral Tax Division of the Wyoming Department of Revenue informing North Star of discrepancies discovered in an examination of WOGCC Form 2 reporting and Annual Gross Products reporting for the 2019 production year.

In accordance with W.S. 39-14-208(b)(iii), the Department of Revenue is authorized to rely on final audit findings, taxpayer amended returns or department review, and to certify mine product valuation amendments to the county assessor of the county in which the property is located.

Pursuant to W.S. 39-14-208(b)(i), you are hereby notified, without prejudice to any and all rights, powers, and defenses of the government entities involved, of changes in valuation for each year by the amounts indicated in this notice. NORTH STAR OPERATING COMPANY address is:

NORTH STAR OPERATING COMPANY
BRICE G. CARPENTER
1551 THREE CROWNS DR., SUITE 302
CASPER, WYOMING 82604

**THIS NOTICE OF VALUATION CHANGE IS A FINAL ADMINISTRATIVE DECISION BY THE
DEPARTMENT OF REVENUE.**

Exceptions to this assessment and final administrative decision of the Department of Revenue may be instituted per W.S. 39-11-102(c) pursuant to Rules, Chapter 2, Section 5, Wyoming State Board of Equalization, by filing a written notice of appeal with the Board, in care of Executive Secretary/Legal Counsel, PO Box 448, Cheyenne, Wyoming 82003-0448 or by fax transmission to the State Board's fax number (307) 777-6363. The notice shall briefly state in ordinary and concise language the issues upon which the appeal is based, the contentions of the petitioner, the relief desired, and be accompanied by a copy of the decision at issue. The notice shall also contain the phone number, fax number if available, and mailing address of petitioner, representative or attorney.

Unless otherwise required by law, the appeal notice must be postmarked or filed with the Board within thirty (30) days of the date of the final administrative decision at issue.

Wyoming Department of Revenue, Mineral Tax Division, 122 West 25th Street, Suite E301, Herschler Building East
Cheyenne, WY 82002-0110

Phone (307) 777-5237 – Internet: <http://revenue.wyo.gov> – E-mail: directorofrevenue@wyo.gov

WYOMING DEPARTMENT OF REVENUE

IN THE MATTER OF THE
ASSESSMENT OF
NORTH STAR OPERATING
COMPANY

NOTICE OF VALUATION CHANGE
2021-0074

Operator ID: 01425

ASSESSOR
Campbell

Page 2 of 2

<u>Tax Year</u>	<u>Prod Year</u>	<u>Group Name</u>	<u>Group Number</u>	<u>County</u>	<u>Tax District</u>	<u>Mineral</u>	<u>Taxable Value Change</u>
2020	2019	MORAN	004321	Campbell	0100	Oil	(26,314)

MADE AND ENTERED at Cheyenne, Wyoming, this 18th day of February, 2021.

Dan Noble

Dan Noble
Director, Department of Revenue

WYOMING DEPARTMENT OF REVENUE

Craig Grenvik

Craig Grenvik
Administrator, Mineral Tax Division

2-19-21

NOV #2021-0074 (\$26,314)
(2nd half only) $ML \times 60.058$
(\$1,580.31)

Cancellation #4293 → \$161,928
see sch #27423 - (\$26,314) NOV
Added Roll → \$135,614
see sch #47651

C.R.W. #27423

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PETITION FOR REBATE/CANCELLATION OF TAXES

3-1-21
date processed

STATE OF WYOMING
COUNTY OF CAMPBELL

No: 4294

NAME: PEAK POWDER RIVER RESOURCES LLC

NOTICE ISSUED FOR:

NOVC# 2021-0023

OTHER:

☒ **PARTIAL**
☒ **REBATE**
☐ **CANCELLATION**

YEAR 2018

ACCOUNT/PARCEL# 50050665

TAX NOTICE NO. 4001

DISTRICT NO. 100

ASSESSED VALUATION: 1,263,835

AMOUNT:\$ 75,333.41

 **COUNTY ASSESSOR**

APPROVED: _____ **DENIED:** _____

THIS _____ **DAY OF** _____, **20** _____

BOARD OF COUNTY COMMISSIONERS

FILED _____, **20** _____

COUNTY CLERK

Receipt: 4001 Year: 2018 See Notes

PEAK POWDER RIVER RESOURCES LLC

Paid Date: 3 / 5 / 2021

Parcel: 50050665 Dist: 0100

<u>First Half</u>	<u>Tax Paid</u>	<u>Date Pd</u>	<u>Interest</u>	<u>Tax Due</u>	<u>Totals</u>
Property. . .	\$473241.55	11/05/2018	<u>\$.00</u>	\$.00	\$473241.55
Spec. Assmnt.	<u>\$.00</u>		<u>\$.00</u>	<u>\$.00</u>	<u>\$.00</u>
	\$473241.55		\$.00	\$.00	\$473241.55

Due: 11/10/2018

3-5-2021

CP#: _____

CR#: _____

Rebate # 4294

<u>Second Half</u>	<u>Tax Paid</u>	<u>Date Pd</u>	<u>Interest</u>	<u>Tax Due</u>	<u>Totals</u>
Property. . .	\$473241.55	5/06/2019	<u>\$.00</u>	\$.00	\$473241.55
Spec. Assmnt.	<u>\$.00</u>		<u>\$.00</u>	<u>\$.00</u>	<u>\$.00</u>
	\$473241.55		\$.00	\$.00	\$473241.55

Due: 5/10/2019

CP#: _____

CR#: _____

\$946483.10

\$.00

\$.00

FDIC#: _____

Tax Deed Issued: _____

Paid: \$946483.10

Bankruptcy Date: _____

Outstanding: \$.00



WYOMING DEPARTMENT OF REVENUE

**IN THE MATTER OF THE
ASSESSMENT OF**

**PEAK POWDER RIVER RESOURCES
LLC**

Operator ID: 02403

**NOTICE OF VALUATION CHANGE
2021-0023**

**ASSESSOR
Campbell, Johnson**

Page 1 of 4

1. On December 3, 2020, Peak Powder River Resources, LLC (Peak) filed amended returns for the attached properties.

2. Peak filed the amended returns in response to a letter from the Mineral Tax Division of the Wyoming Department of Revenue informing Peak of discrepancies discovered in an examination of Severance Tax and Gross Products Tax production reporting for the 2017 production year.

In accordance with W.S. 39-14-208(b)(iii), the Department of Revenue is authorized to rely on final audit findings, taxpayer amended returns or department review, and to certify mine product valuation amendments to the county assessor of the county in which the property is located.

Pursuant to W.S. 39-14-208(b)(i), you are hereby notified, without prejudice to any and all rights, powers, and defenses of the government entities involved, of changes in valuation for each year by the amounts indicated in this notice. PEAK POWDER RIVER RESOURCES LLC address is:

PEAK POWDER RIVER RESOURCES LLC
AMY SOLBERG
C/O KE ANDREWS & COMPANY
3615 S HURON STREET SUITE 200
ENGLEWOOD, COLORADO 80110

**THIS NOTICE OF VALUATION CHANGE IS A FINAL ADMINISTRATIVE DECISION BY THE
DEPARTMENT OF REVENUE.**

Exceptions to this assessment and final administrative decision of the Department of Revenue may be instituted per W.S. 39-11-102(c) pursuant to Rules, Chapter 2, Section 5, Wyoming State Board of Equalization, by filing a written notice of appeal with the Board, in care of Executive Secretary/Legal Counsel, PO Box 448, Cheyenne, Wyoming 82003-0448 or by fax transmission to the State Board's fax number (307) 777-6363. The notice shall briefly state in ordinary and concise language the issues upon which the appeal is based, the contentions of the petitioner, the relief desired, and be accompanied by a copy of the decision at issue. The notice shall also contain the phone number, fax number if available, and mailing address of petitioner, representative or attorney.

Unless otherwise required by law, the appeal notice must be postmarked or filed with the Board within thirty (30) days of the date of the final administrative decision at issue.

Wyoming Department of Revenue, Mineral Tax Division, 122 West 25th Street, Suite E301, Herschler Building East
Cheyenne, WY 82002-0110

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WYOMING DEPARTMENT OF REVENUE

**IN THE MATTER OF THE
ASSESSMENT OF**

**NOTICE OF VALUATION CHANGE
2021-0023**

**PEAK POWDER RIVER RESOURCES
LLC**

Operator ID: 02403

**ASSESSOR
Campbell, Johnson**

Page 2 of 4

<u>Tax Year</u>	<u>Prod Year</u>	<u>Group Name</u>	<u>Group Number</u>	<u>County</u>	<u>Tax District</u>	<u>Mineral</u>	<u>Taxable Value Change</u>
2018	2017	WILDCAT	001695	Campbell	0100	Natural Gas	3,687
2018	2017	WILDCAT	001997	Campbell	0100	Natural Gas	2,954
2018	2017	WILDCAT	002622	Campbell	0100	Natural Gas	2,669
2018	2017	WILDCAT	002623	Campbell	0100	Natural Gas	61,797
2018	2017	WILDCAT	002832	Campbell	0100	Natural Gas	2,584
2018	2017	WILDCAT	002872	Campbell	0100	Natural Gas	(52,786)
2018	2017	WILDCAT	002950	Campbell	0100	Natural Gas	(221,389)
2018	2017	WILDCAT	002997	Campbell	0100	Natural Gas	10,427
2018	2017	WILDCAT	003000	Campbell	0100	Natural Gas	(34,887)
2018	2017	WILDCAT	003177	Campbell	0100	Natural Gas	3,751
2018	2017	WILDCAT	003541	Campbell	0100	Natural Gas	(22,579)
2018	2017	WILDCAT	003543	Campbell	0100	Natural Gas	33,749
2018	2017	WILDCAT	003544	Campbell	0100	Natural Gas	2,216
2018	2017	WILDCAT	003545	Campbell	0100	Natural Gas	59,381
2018	2017	WILDCAT	003576	Campbell	0100	Natural Gas	2,988
2018	2017	WILDCAT	003590	Campbell	0100	Natural Gas	(16,889)
2018	2017	WILDCAT	003591	Campbell	0100	Natural Gas	(2,551)
2018	2017	WILDCAT	003592	Campbell	0100	Natural Gas	13,370
2018	2017	WILDCAT	003659	Campbell	0100	Natural Gas	(44,705)
2018	2017	WILDCAT	003833	Johnson	0101	Natural Gas	(3,383)
2018	2017	WILDCAT	003835	Campbell	0100	Natural Gas	(16,832)
2018	2017	WILDCAT	003837	Campbell	0100	Natural Gas	5,134

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WYOMING DEPARTMENT OF REVENUE

**IN THE MATTER OF THE
ASSESSMENT OF**

**NOTICE OF VALUATION CHANGE
2021-0023**

**PEAK POWDER RIVER RESOURCES
LLC**

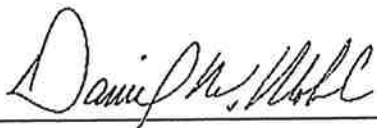
Operator ID: 02403

**ASSESSOR
Campbell, Johnson**

Page 4 of 4

<u>Tax Year</u>	<u>Prod Year</u>	<u>Group Name</u>	<u>Group Number</u>	<u>County</u>	<u>Tax District</u>	<u>Mineral</u>	<u>Taxable Value Change</u>
2018	2017	WILDCAT	005776	Campbell	0100	Natural Gas	(30,057)
2018	2017	WILDCAT	005781	Johnson	0101	Natural Gas	(5,358)
2018	2017	WILDCAT	006579	Campbell	0100	Natural Gas	(13,245)
2018	2017	WILDCAT	007035	Campbell	0100	Natural Gas	29,355
2018	2017	WILDCAT	007120	Campbell	0100	Natural Gas	39,056
2018	2017	WILDCAT	007647	Campbell	0100	Natural Gas	3,062
2018	2017	WILDCAT	007654	Campbell	0100	Natural Gas	2,619

MADE AND ENTERED at Cheyenne, Wyoming, this 19th day of February, 20 21.



**Dan Noble
Director, Department of Revenue**

WYOMING DEPARTMENT OF REVENUE



**Craig Grenvik
Administrator, Mineral Tax Division**

3-1-21

Novc #2021-0023

(#1,263,835)

MLX 59.607

(#75,333.41)

Rebate #4294
see Jdi #50665

Wyoming Department of Revenue, Mineral Tax Division, 122 West 25th Street, Suite E301, Herschler Building East
Cheyenne, WY 82002-0110

Phone (307) 777-5237 – Internet: <http://revenue.wyo.gov> – E-mail: directorofrevenue@wyo.gov

CAMPBELL COUNTY
Request for Change of Capital Purchase

Agency Requesting Change: Campbell County Fire Department _____

Description of Original Purchase Item: Capital Facilities Priority #5 Stn 3 Drainage Repair and remainder of what is leftover on Priorities # 1, 2, 4, 6 _____

Description of New Purchase Item: Move these funds to Priority # 3 Stn 1 Foundation Investigation _____

Account Number: _____

Reason for Change: We received an estimate of \$ 131,000+/- to start mitigating the foundation issue and \$65,000 was budgeted to investigate the issues. We have used \$16,643.43 on the project so far and would like to get as much done this year to actually fix the issues.

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

3-10-21

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 CAPITAL CONSTRUCTION REQUEST FORM
Budget Year 2020-2021

One Project Per Form

NEW CONSTRUCTION REQUEST			
DEPARTMENT/BOARD: Fire Board		Sequential Priority # <u>1</u>	Quarter you anticipate/require construction: 1ST QTR _____ 2nd QTR _____ 3rd QTR _____ 4th QTR _____
PROJECT NAME: Fire Station Training Tower Certification			
PROJECT LOCATION: Fire Station Training Facility			
BUDGET REQUEST: \$10,000.00		<i>Please attach estimate information if available</i>	
GRANT SOURCE: _____		Will assistance be required from Facilities Maintenance or ITS? YES ☐ NO ☐	
GRANT AMOUNT: _____		(i.e. installation, assembly, electrical, cabling, carpentry, moving fixtures, etc.)	
PROJECT DESCRIPTION Contract Structural Engineer to inspect and certify the structure			
JUSTIFICATION The training tower is used for training going up and down stairs when fire is present. The tower is a metal structure and can be compromised from the fire built in the lower section. Per NFPA, the structure should be inspected every 5 to 10 years by a licensed Engineer to ensure the safety of trainees.			
Authorized Signature (Director/Chairman) _____		Date _____	
Public Works Assessment ~ OFFICE USE ONLY			
Received By: _____		Date Received: _____	
Request Review By: _____		Date: _____	
Recommended Changes: _____		FY 20-21 Department Request \$10,000.00 PW Recommended Budget _____	
Notification of Change to Director/Board			
Director/Member Notified: _____		Date: _____	
Communication Method Used: _____		Director/Board Concur with Change N/A ☐ YES ☐ NO ☐	
Notes: _____			
Board Chairman: _____		Date: _____	
Department Director: _____		Date: _____	
PW Representative: _____		Date: _____	

Office Use Only

Increase: _____
 Decrease: _____
 Change: _____

A

CAMPBELL COUNTY CAPITAL CONSTRUCTION REQUEST FORM
Budget Year 2020-2021

One Project Per Form

NEW CONSTRUCTION REQUEST			
		Quarter you anticipate/require construction:	
DEPARTMENT/BOARD:	Fire Board	Sequential Priority #	2 1ST QTR _____
PROJECT NAME:	Fire Station Repair Pump and Compressor		2nd QTR _____
PROJECT LOCATION:	Fire Station #3		3rd QTR _____
			4th QTR _____
BUDGET REQUEST:	\$7,000.00	Please attach estimate information if available	
GRANT SOURCE:	_____	Will assistance be required from Facilities Maintenance or ITS? YES ☐ NO ☐	
GRANT AMOUNT:	_____	(i.e. installation, assembly, electrical, cabling, carpentry, moving fixtures, etc.)	
PROJECT DESCRIPTION			
Repair Compressors and pumps. Pressure pump needs to be rebuilt at Station #1, and compressors need rebuilt or replaced at Station #12 and #13.			
JUSTIFICATION			
The pressure washer at Station #1 leaks and needs to be rebuilt. The pressure washer is used on a frequent basis to ensure the longevity of the trucks. The compressors at Station #12 and #13 have not been serviced for several years. The compressors are vital for ensuring the trucks are ready to go at moments notice.			
Authorized Signature (Director/Chairman)		Date	
Public Works Assessment ~ OFFICE USE ONLY			
Received By:	_____	Date Received:	_____
Request Review By:	_____	Date:	_____
Recommended Changes:		FY 20-21 Department Request \$7,000.00 PW Recommended Budget _____	
Notification of Change to Director/Board			
Director/Member Notified:		Date:	
Communication Method Used:		Director/Board Concur with Change	
Notes:		N/A ☐ YES ☐ NO ☐	
Board Chairman:	_____	Date: _____	
Department Director:	_____	Date: _____	
PW Representative:	_____	Date: _____	

Office Use Only

Increase: _____
Decrease: _____
Change: _____

CAMPBELL COUNTY CAPITAL CONSTRUCTION REQUEST FORM
Budget Year 2020-2021

One Project Per Form

NEW CONSTRUCTION REQUEST			
DEPARTMENT/BOARD: <u>Fire Board</u>		Sequential Priority # <u>3</u>	
PROJECT NAME: <u>Station #1 Foundation Investigation</u>		Quarter you anticipate/require construction: 1ST QTR _____	
PROJECT LOCATION: <u>Fire Station #1</u>		2nd QTR _____	
		3rd QTR _____	
		4th QTR _____	
BUDGET REQUEST: <u>\$65,000.00</u>		<i>Please attach estimate information if available</i>	
GRANT SOURCE: _____		Will assistance be required from Facilities Maintenance or ITS? YES ☐ NO ☐	
GRANT AMOUNT: _____		(i.e. installation, assembly, electrical, cabling, carpentry, moving fixtures, etc.)	
PROJECT DESCRIPTION Contract with Structural Engineer to investigate movement of floor and walls. They will provide solution to repair or correct the situation which we would budget for in the following budget year.			
JUSTIFICATION Walls are cracking around door openings and the floor has moved along the North side of building. We need to investigate to see if movement is still occurring and where the source of movement may be coming from. Once the investigation is complete we will get a report and budget for any remedies in next year budget.			
Authorized Signature (Director/Chairman) _____		Date _____	
Public Works Assessment ~ OFFICE USE ONLY			
Received By: _____		Date Received: _____	
Request Review By: _____		Date: _____	
Recommended Changes: _____		FY 20-21 Department Request <u>\$65,000.00</u>	
		PW Recommended Budget _____	
Notification of Change to Director/Board			
Director/Member Notified: _____		Date: _____	
Communication Method Used: _____		Director/Board Concur with Change	
Notes: 		N/A ☐ YES ☐ NO ☐	
Board Chairman: _____		Date: _____	
Department Director: _____		Date: _____	
PW Representative: _____		Date: _____	

Office Use Only

Increase: _____
 Decrease: _____
 Change: _____

CAMPBELL COUNTY CAPITAL CONSTRUCTION REQUEST FORM
Budget Year 2020-2021

One Project Per Form

NEW CONSTRUCTION REQUEST			
DEPARTMENT/BOARD:	Fire Board	Sequential Priority #	4
PROJECT NAME:	Station #9 Repair Sewer Lines	Quarter you anticipate/require construction:	
PROJECT LOCATION:	Fire Station #9	1ST QTR	_____
		2nd QTR	_____
		3rd QTR	_____
		4th QTR	_____
BUDGET REQUEST:	\$51,000.00	<i>Please attach estimate information if available</i>	
GRANT SOURCE:	_____	Will assistance be required from Facilities Maintenance or ITS? YES ☐ NO ☐	
GRANT AMOUNT:	_____	(i.e. installation, assembly, electrical, cabling, carpentry, moving fixtures, etc.)	
PROJECT DESCRIPTION			
Hire contractor to camera and jet sewer lines and inspect. Hire contractor to repair known breaks and any other that might be found with inspection. Project will involve removing concrete and digging down to sewer line to repair and then replace floor.			
JUSTIFICATION			
There were sewer line breaks already discovered when the foundation repair project was being done last year. The first is in the vehicle bays and the second is in the dispatch area. Both areas will need to be excavated and slabs repoured in order to repair pipes.			
Authorized Signature (Director/Chairman)		Date	
Public Works Assessment - OFFICE USE ONLY			
Received By:	_____	Date Received:	_____
Request Review By:	_____	Date:	_____
Recommended Changes:			
		FY 20-21 Department Request \$51,000.00	
		PW Recommended Budget _____	
Notification of Change to Director/Board			
Director/Member Notified:	_____	Date: _____	
Communication Method Used:	_____	Director/Board Concur with Change	
Notes:			
		N/A ☐	
		YES ☐	
		NO ☐	
Board Chairman:	_____	Date: _____	
Department Director:	_____	Date: _____	
PW Representative:	_____	Date: _____	

Office Use Only

Increase: _____
 Decrease: _____
 Change: _____

CAMPBELL COUNTY CAPITAL CONSTRUCTION REQUEST FORM
Budget Year 2020-2021

One Project Per Form

NEW CONSTRUCTION REQUEST			
DEPARTMENT/BOARD: <u>Fire Board</u>		Sequential Priority # <u>5</u>	Quarter you anticipate/require construction:
PROJECT NAME: <u>Fire Station #3 Drainage Repair</u>			<u>1ST QTR</u>
PROJECT LOCATION: <u>Fire Station #3</u>			<u>2nd QTR</u>
			<u>3rd QTR</u>
			<u>4th QTR</u>
BUDGET REQUEST:	<u>\$10,000.00</u>	<i>Please attach estimate information if available</i>	
GRANT SOURCE:	<u></u>	Will assistance be required from Facilities Maintenance or ITS? YES ☐ NO ☐	
GRANT AMOUNT:	<u></u>	(i.e. installation, assembly, electrical, cabling, carpentry, moving fixtures, etc.)	
PROJECT DESCRIPTION			
<u>Hire contractor to remove and repour concrete sidewalk on North side of building. Approximately 15' of sidewalk has raised and created a pond in front of a walk out door.</u>			
JUSTIFICATION			
<u>Whenever it rains water pools outside of north walk out door and the wind blows it in under the door and down a hallway. The water in the building could become a maintenance issue on floors and walls.</u>			
Authorized Signature (Director/Chairman)		Date	
Public Works Assessment ~ OFFICE USE ONLY			
Received By:	<u></u>	Date Received:	<u></u>
Request Review By:	<u></u>	Date:	<u></u>
Recommended Changes:			
		FY 20-21 Department Request <u>\$10,000.00</u>	
		PW Recommended Budget <u></u>	
Notification of Change to Director/Board			
Director/Member Notified:	<u></u>	Date: <u></u>	
Communication Method Used:	<u></u>	Director/Board Concur with Change	
Notes:	<u></u>	N/A <u></u>	
		YES <u></u>	
		NO <u></u>	
Board Chairman:	<u></u>	Date: <u></u>	
Department Director:	<u></u>	Date: <u></u>	
PW Representative:	<u></u>	Date: <u></u>	

Office Use Only	
Increase:	<u></u>
Decrease:	<u></u>
Change:	<u></u>

3

CAMPBELL COUNTY CAPITAL CONSTRUCTION REQUEST FORM
Budget Year 2020-2021

One Project Per Form

NEW CONSTRUCTION REQUEST			
DEPARTMENT/BOARD:	Fire Board	Sequential Priority #	6
PROJECT NAME:	Station #1 Replace Water Softeners	Quarter you anticipate/require construction:	
PROJECT LOCATION:	Fire Station #1	1ST QTR	
		2nd QTR	
		3rd QTR	
		4th QTR	
BUDGET REQUEST:	\$17,000.00	<i>Please attach estimate information if available</i>	
GRANT SOURCE:		Will assistance be required from Facilities Maintenance or ITS? YES ☐ NO ☐	
GRANT AMOUNT:		(i.e. installation, assembly, electrical, cabling, carpentry, moving fixtures, etc.)	
PROJECT DESCRIPTION			
Replace Water Softeners			
JUSTIFICATION			
The water softeners are requiring more and more maintenance and are an obsolete model that is hard to find parts.			
Authorized Signature (Director/Chairman)		Date	
Public Works Assessment ~ OFFICE USE ONLY			
Received By:		Date Received:	
Request Review By:		Date:	
Recommended Changes:			
	FY 20-21 Department Request \$17,000.00		
	PW Recommended Budget		
Notification of Change to Director/Board			
Director/Member Notified:		Date:	
Communication Method Used:		Director/Board Concur with Change	
Notes:		N/A ☐	
		YES ☐	
		NO ☐	
Board Chairman:		Date:	
Department Director:		Date:	
PW Representative:		Date:	

Office Use Only

Increase: _____
 Decrease: _____
 Change: _____

F

CAMPBELL COUNTY
Request for Change of Capital Purchase

Agency Requesting Change: Parks & Rec/HR Risk _____

Description of Original Purchase Item: AED in Spirit Hall Ice Arena _____

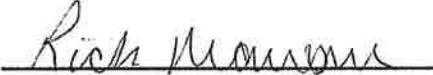
Description of New Purchase Item: Zoll AED _____

Account Number: 020-7531 Public Health & Safety 1% Account

Reason for Change: Current AED is 17 years old and needs replaced _____

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

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


Signature of Department Head

3-9-2021
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

ZOLL ARC END USER ORDER FORM

Fax # (978) 421-0015 or
esales@zoll.com

January 1, 2021-
March 31, 2021

CUSTOMER BILL TO:		CUSTOMER SHIP TO:	
NAME: Crystal Nicholas		NAME: Crystal Nichols	
COMPANY: Campbell County Courthouse/Risk Management		COMPANY: Campbell County Courthouse/Risk Management	
ADDRESS: 500 S Gillette Ave Suite 1200		ADDRESS: 500 S Gillette Ave Suite 1200	
CITY: Gillette		CITY: Gillette	
STATE: WY ZIP 82716		STATE: WY ZIP 82716	
PHONE: 307-687-6319 FAX:		PHONE: 307-687-6319 FAX:	
PURCHASE ORDER INFORMATION		DIVISION INFORMATION	
Purchase Order #		Salesperson Name: Linda Krikorian	
A unique Purchase Order # must be assigned to each order!		Phone: 720-670-6940	
FOB - Shipping Point		Confirmation e-mail: linda.krikorian@redcross.org	
(Indicate one) Taxable:		Comment(s):	
*Non-taxable: x		ZOLL a/c 169511	ARC National & Constituent Chapters/Regions
* Attach Tax Exempt Certificate			
PAYMENT METHOD			
☐ Check ☐ Visa/Mastercard ☐ Amex Current Payment Terms: Net 30			
Card #:		Exp. Date:	
Cardholder's Name:			
WITH EACH DEFIBRILLATOR PURCHASE FROM ZOLL MEDICAL CORP., THE AMERICAN RED CROSS RECEIVES A NON-TAX DEDUCTIBLE CONTRIBUTION FROM ZOLL MEDICAL EQUAL TO A PORTION OF THE PURCHASE PRICE TO HELP OFFSET TRAINING AND EDUCATION EXPENSES.			

Quantity #	Part Number	Description	ARC Group Purchase Price	Quote Price	Total
	2250001010101010	ZOLL AEDPlus, CPR-D Padz, batteries, carry case, Red Cross Responder Pack, medical prescription	\$1,399.00		\$0.00
1	2250071070101010	ZOLL AEDPlus Fully Automatic, CPR-D Padz, batteries, carry case, Red Cross Responder Pack, medical prescription	\$1,399.00	\$1,399.00	\$1,399.00
1	8000-0855	Standard AED Wall Cabinet	\$199.00	\$199.00	\$199.00
		Optional:			\$0.00
	8900-0800-01	Replacement CPR-D Padz	\$169.00		\$0.00
	8900-0810-01	Replacement Pediatric Pads (1 ea)	\$95.00		\$0.00
	8000-0807-01	Replacement Batteries	\$75.00		\$0.00
	8000-001052-01	En-Pro Plus Trac5	\$499.00		\$0.00
	8000-001051-01	En-Pro Plus Trac1	\$199.00		\$0.00
	8000-001468-01	ZOLL AED Backpack G3, w/ZOLL Logo	\$225.00		\$0.00
					\$0.00
					\$0.00
		Standard AED Wall Cabinet PROMO January 1, 2021 - March 31, 2021	(\$199.00)	(\$199.00)	(\$199.00)

Shipping terms: ☐ Next Day ☐ 2nd Day Air ☐ 3rd Day ☐ Ground -Standard

IF Collect, Provide Account Number _____

Signature below authorizes product shipment and invoice per the terms of this order. AED's are intended for use by or on order of a physician or persons licensed by state law.

Signature _____ Print Name _____ Date _____

AMERICAN RED CROSS DISCLAIMER:
 THE AMERICAN RED CROSS IS NOT, AND SHALL NOT BE CONSTRUED TO BE, A MANUFACTURER, A MANUFACTURER'S REPRESENTATIVE OR A DISTRIBUTOR OF ZOLL AUTOMATED EXTERNAL DEFIBRILLATORS OR ANY RELATED ANCILLARY PRODUCTS FOR ANY PURPOSE AND PROVIDES NO WARRANTIES OR GUARANTEES OF ANY KIND FOR SUCH DEVICES. THIS PRODUCT ORDER WORKSHEET IS NOT A BINDING CONTRACT, NOR SHALL IT BE CONSTRUED TO BE A BINDING CONTRACT BETWEEN THE AMERICAN RED CROSS (INCLUDING ITS LOCAL CHAPTERS AND OPERATING UNITS) AND THE PURCHASER OF THE AUTOMATED EXTERNAL DEFIBRILLATOR. THE AMERICAN RED CROSS (INCLUDING ITS LOCAL CHAPTERS AND OPERATING UNITS) SHALL NOT BE CONSTRUED TO HAVE DETERMINED OR CERTIFIED THE SAFE DESIGN, OPERATION, USE OR FUNCTION OF ZOLL AUTOMATED EXTERNAL DEFIBRILLATORS OR ANY RELATED ANCILLARY PRODUCTS OR THAT ZOLL OR PURCHASER IS IN COMPLIANCE WITH ANY LAWS, CODES, OR ORDINANCES.

Wyoming



Western Surety Company

OFFICIAL BOND AND OATH

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 70648465

That we Ted J. Edwards

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 CAMPBELL COUNTY WEED & PEST, the State of Wyoming, in the penal sum of Fifty Thousand and 00/100 DOLLARS (\$ 50,000.00), 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 28th 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 CAMPBELL COUNTY WEED & PEST

and State aforesaid for the term beginning January 10, 2021, and ending

January 10, 2025.

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..... day of
.....A.D. 20.....

Ted J. Edwards

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 28th 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.



My Commission Expires June 18, 2025

P. Dahl

Notary Public

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.

Ted J. Edwards

State of Wyoming }
County of Campbell } ss

This Oath of Office was subscribed and sworn to before me by Ted J. Edwards
on this 4 day of February, 2021



Jessica Kern
Notary Public, Wyoming

ACKNOWLEDGMENT OF PRINCIPAL

THE STATE OF WYOMING }
County of Campbell } ss

On this 4 day of February, 2021, before me, personally appeared

Ted J. Edwards

, 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

free act and deed.

My commission expires

Feb 11, 2023



Jessica Kern

Notary Public, Wyoming

Western Surety Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That WESTERN SURETY COMPANY, a corporation organized and existing under the laws of the State of South Dakota, and authorized and licensed to do business in the States of Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, and the United States of America, does hereby make, constitute and appoint

Paul T. Bruflat of Sioux Falls,
State of South Dakota, its regularly elected Vice President,
as Attorney-in-Fact, with full power and authority hereby conferred upon him to sign, execute, acknowledge and deliver for and on its behalf as Surety and as its act and deed, the following bond:

One Treasurer Campbell County Weed & Pest

bond with bond number 70648465

for Ted J. Edwards

as Principal in the penalty amount not to exceed: \$50,000.00.

Western Surety Company further certifies that the following is a true and exact copy of Section 7 of the by-laws of Western Surety Company duly adopted and now in force, to-wit:

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys-in-Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

In Witness Whereof, the said WESTERN SURETY COMPANY has caused these presents to be executed by its
Vice President with the corporate seal affixed this 28th day of January,
2021.

ATTEST

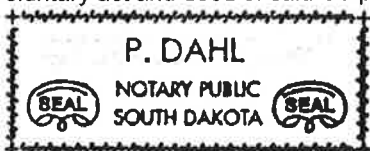
A. Viator
A. Viator, Assistant Secretary

WESTERN SURETY COMPANY
By Paul T. Bruflat
Paul T. Bruflat, Vice President

STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss



On this 28th day of January, 2021, before me, a Notary Public, personally appeared
Paul T. Bruflat and A. Viator
who, being by me duly sworn, acknowledged that they signed the above Power of Attorney as Vice President
and Assistant Secretary, respectively, of the said WESTERN SURETY COMPANY, and acknowledged said instrument to be the
voluntary act and deed of said Corporation.



My Commission Expires June 18, 2025

P. Dahl

Notary Public



Wyoming



Western Surety Company

OFFICIAL BOND AND OATH

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 70391568

That we Kenda Ann Ford

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 CAMPBELL COUNTY PREDATORY BOARD, the State of Wyoming, in the penal sum of One Hundred Fifty Thousand and 00/100 DOLLARS (\$ 150,000.00), 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 17th day of December, 2020.

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

Appointed ☒

Principal was duly Elected ☐ to the office of Bookkeeper

in the of CAMPBELL COUNTY PREDATORY BOARD

and State aforesaid for the term beginning December 20, 2020, and ending

December 20, 2021.

NOW THEREFORE, If the above bounden Principal and his deputies shall faithfully, honestly and impartially perform all the duties of his said office of Bookkeeper 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..... day of

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

Kenda Ann Ford

Principal

WESTERN SURETY COMPANY

By

Paul T. Brudat

Paul T. Brudat, Vice President

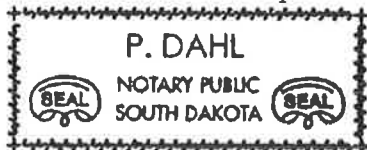
ACKNOWLEDGMENT OF SURETY
(Corporate Officer)

STATE OF SOUTH DAKOTA
County of Minnehaha

} ss

On this 17th day of December, 2020, 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.



My Commission Expires June 18, 2025

P. Dahl

Notary Public

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.

Kenda Ann Ford

State of Wyoming

County of

Campbell

} ss

This Oath of Office was subscribed and sworn to before me by
on this 19th day of February, 2021

Kenda Ann Ford

My commission expires:

R.R. Deaton

Notary Public, Wyoming

ACKNOWLEDGMENT OF PRINCIPAL

THE STATE OF WYOMING

County of

Campbell

} ss

On this 19th day of February, 2021, before me, personally appeared

Kenda Ann Ford

, 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

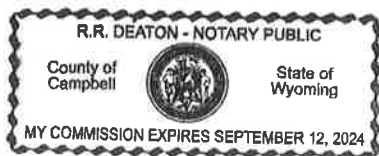
free act and deed.

My commission expires

9-12, 2024

R.R. Deaton

Notary Public, Wyoming



Western Surety Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That WESTERN SURETY COMPANY, a corporation organized and existing under the laws of the State of South Dakota, and authorized and licensed to do business in the States of Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, and the United States of America, does hereby make, constitute and appoint

Paul T. Bruflat of Sioux Falls,
State of South Dakota, its regularly elected Vice President,
as Attorney-in-Fact, with full power and authority hereby conferred upon him to sign, execute, acknowledge and deliver for and on its behalf as Surety and as its act and deed, the following bond:

One Bookkeeper Campbell County Predatory Board

bond with bond number 70391568

for Kenda Ann Ford

as Principal in the penalty amount not to exceed: \$150,000.00.

Western Surety Company further certifies that the following is a true and exact copy of Section 7 of the by-laws of Western Surety Company duly adopted and now in force, to-wit:

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys-in-Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

In Witness Whereof, the said WESTERN SURETY COMPANY has caused these presents to be executed by its
Vice President with the corporate seal affixed this 17th day of December,
2020.

ATTEST

A. Viator

A. Viator, Assistant Secretary

WESTERN SURETY COMPANY

By

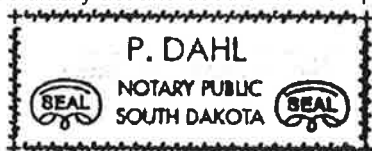
Paul T. Bruflat

Paul T. Bruflat, Vice President

STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss

On this 17th day of December, 2020, before me, a Notary Public, personally appeared
Paul T. Bruflat and A. Viator

who, being by me duly sworn, acknowledged that they signed the above Power of Attorney as Vice President
and Assistant Secretary, respectively, of the said WESTERN SURETY COMPANY, and acknowledged said instrument to be the
voluntary act and deed of said Corporation.



My Commission Expires June 18, 2025

P. Dahl

Notary Public



Wyoming



Western Surety Company

OFFICIAL BOND AND OATH

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 71765790

That we Pamela Cowen

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 Southfork Estates Improvement & Service 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 22nd day of February, 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 Southfork Estates Improvement & Service District,

and State aforesaid for the term beginning April 1, 2021, and ending

April 1, 2023.

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..... day of

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

Pamela Cowen

Principal

WESTERN SURETY COMPANY

By

Paul T. Brundat

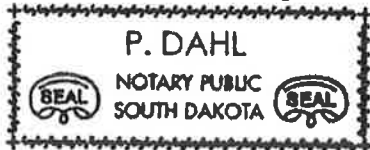
Paul T. Brundat, Vice President

ACKNOWLEDGMENT OF SURETY
(Corporate Officer)

STATE OF SOUTH DAKOTA }
County of Minnehaha } ss

On this 22nd day of February, 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.

Camela Couen

State of Wyoming }
County of Campbell } ss

This Oath of Office was subscribed and sworn to before me by Camela Couen
on this 3rd day of March, 2021
My commission expires:

Sharon G. Sues
Notary Public, Wyoming

ACKNOWLEDGMENT OF PRINCIPAL

THE STATE OF WYOMING }
County of Campbell } ss

On this 3rd day of March, 2021, before me, personally appeared
Camela Couen, 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

01.03.2023

Sharon G. Sues

Notary Public, Wyoming

**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: 3/3/2021
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	020.7085	District Support Grants	020.7085.29	American Road

Explanation: Replacing water tank on its existing foundation
Grant request approved 3/3/21

**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: 3/3/2021
SUBJECT: Line Item Transfer Request

Please make the following line item transfers:

Transfer From:			Transfer To:	
Amount	Account #	Account Name	Account #	Account Name
3,029.78	020.7085	District Support Grants	020.7085.50	Means, Carter, N Hannum

Explanation: Applying Mag Chloride to District roads for dust control
Grant request approved 3/3/21

**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: 3/3/2021
SUBJECT: Line Item Transfer Request

Please make the following line item transfers:

Transfer From:			Transfer To:	
Amount	Account #	Account Name	Account #	Account Name
\$15,475	020.7085	District Support Grants	020.7085.41	Wild Horse Creek

Explanation: Applying J-Base to District roads
Grant request approved 3/3/21

**OFFICE**

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

Carol J. Seeger
Executive Director of Administration

BOARD OF COMMISSIONERS

Robert Maul, Chairman
Rusty Bell
D.G. Reardon
Del Shelstad
Colleen Faber

March 16, 2021

Siteimprove, Inc.
Attn: Legal Department
7807 Creek Ridge Circle
Bloomington, MN 55439
legal@siteimprove.com

via mail and email

RE: Notice of Intent not to Renew Software-as-a-Service Subscription Agreement between Siteimprove, Inc. and Campbell County, with an effective date of July 17, 2018 ("Agreement").

To Whom it may Concern:

Be advised that the Board of Commissioners by minuted action determined to not renew the above-referenced Agreement at the end of the current term. The initial term of the Agreement began on July 17, 2018 and provided for successive renewal terms so long as Campbell County paid the respective renewal invoice.

Campbell County will not be paying any renewal invoice tendered in 2021. As such, Campbell County will consider the Agreement terminated effective July 17, 2021. Campbell County thanks Siteimprove, Inc. for the services provided under the Agreement and will continue to provide until July 17, 2021.

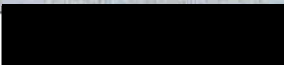
Thank you for your time and attention to this matter.

Sincerely,

Robert Maul, Chairman
Board of County Commissioners

Position Vacancy Justification

2021-007

Department:	CAM-PLEX			Date:	2/26/2021
Position Title:	Maintenance Technician				
Classification Band / Range:	106	Current Salary of Incumbent:	\$40,601.60		
Salary Range:	Min \$19.00	Mid \$23.74	Max \$28.49		
Justification for Hiring Position:	Filling existing budgeted position due to involuntary termination.				
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	 3/2/21				
Commissioner Approval & Date:					

JP 3/2/21

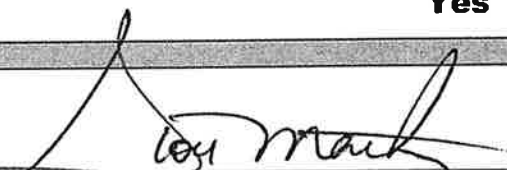
Position Vacancy Justification

2021-006

Department:	CAM-PLEX			Date:	2/26/2021
Position Title:	Maintenance Technician Senior				
Classification Band / Range:	108	Current Salary of Incumbent:	\$54,060.00		
Salary Range:	Min \$22.57	Mld \$28.21	Max \$33.85		
Justification for Hiring Position:	Filling existing budgeted position due to promotion.				
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 Promotion: X		Replacement due to Retirement:		New Position:
Existing Budgeted Position:	Yes				
Benefit Eligible:	Yes				
Department Head Signature & Date	 2/26/21				
Commissioner Approval & Date:					

Ref 2/26/21

Position Vacancy Justification 2021-009

Department:	Sheriff's Office	Date:	3/3/2021
Position Title:	Administrative Assistant		
Classification Band / Range:	104	Current Salary of Incumbent:	\$22.57
Salary Range:	Min \$15.99	Mid \$19.98	Max \$23.98
Justification for Hiring Position:	Filling existing budgeted position.		
Termed Incumbent:	Information Technology Specialist [REDACTED]		
Position Originated:	Budgeted Position for fiscal year 2020-2021		
Funding Source for Position:	County: Yes	State:	Federal:
			Other:
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	 3/3/2021		
Commissioner Approval & Date:			

 3/4/21

Position Vacancy Justification

2021-008

Department:	Treasurer's Office		Date:	3/3/2021	
Position Title:	Deputy County Treasurer I				
Classification Grade:	103		Current Salary of Incumbent:	\$41,059.20	
Salary Range:	Min \$30,513.60	Mid \$38,136.48	Max \$45,763.77		
Justification for Hiring Position:	Resignation of Deputy County Treasurer III				
Termed Incumbent:	N/A				
Position Originated:	N/A				
Funding Source for Position:	County: Yes/No	State: Yes/No	Federal: Yes/No	Other: Yes/No	Explain Other:
Status Code:	Full-Time Yes/No	Part-Time Yes/No	Number of Annual Hours:		2080
Reason for Vacancy:	Replacement due to Termination: X		Replacement due to Retirement:		New Position:
Existing Budgeted Position:	Yes/No				
Benefit Eligible:	Yes/No				
Department Head Signature & Date	<i>Crystal Conley, Deputy</i> 3/3/2021				
Commissioner Approval & Date:					

[Signature] 3/4/21



OFFICE *of the* WYOMING STATE PUBLIC DEFENDER

ADMINISTRATION OFFICE

ROGERS BUILDING, 316 WEST 22ND STREET, CHEYENNE, WY 82002
PHONE: (307) 777-7519 | FAX: (307) 777-8742 | WEB: wyodefender.wyo.gov


Mark Gordon
GOVERNOR

Diane M. Lozano
STATE PUBLIC DEFENDER

Ryan R. Roden
DEPUTY STATE
PUBLIC DEFENDER

March 3, 2021

Commissioner Rusty Bell, Chairman
Campbell County Commissioner
Campbell County Courthouse
500 South Gillette Avenue, Suite 1100
Gillette, WY 82716



Dear Chairman Bell:

I am writing to notify you that the Office of the State Public Defender intends to hire Carina Ostberg, as a Part Time Assistant Public Defender for the 6th Judicial District. I am notifying you pursuant to Wyoming Statutes §7-6-103(f), which reads:

The governor may appoint full or part-time assistant public defenders in each judicial district with the advice of the state public defender, the district judge of the district and the boards of county commissioners in the district. In appointing assistant public defenders the governor shall consider the recommendations submitted to him, the demand for legal services, the criminal case load statistics, the population, the geographical characteristics and any other relevant factors.

Ms. Ostberg will share the criminal caseload with the other assistant public defenders in the 6th Judicial District. She may also be asked to assist with conflict cases or assignments in other Judicial Districts. Ms. Ostberg is a 2012 graduate of the University of Wyoming College Of Law, Laramie, WY. She was admitted to the Wyoming State Bar in 2013. Her résumé is enclosed for your perusal.

Please submit any input that you may have about this pending appointment to me prior to March 19, 2021. Upon that date, I will present Ms. Ostberg to Governor Gordon for appointment as an Assistant Public Defender. I will forward your input to the Governor at that time.

If you wish to reply by phone or otherwise discuss the appointment, please feel free to give me a call at 777-7519. Also, my email address is diane.lozano@wyo.gov. I am available at your convenience to discuss this appointment.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read "Diane M. Lozano", written in a cursive style.

Diane M. Lozano
State Public Defender

Enclosure
DML/gl

Resolution # 2071
RESOLUTION FOR SPECIAL PROSECUTION

WHEREAS, the Campbell County and Prosecuting Attorney has entered into an agreement with the Wyoming Attorney General's Office that 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 matters involving the termination of parental rights in the Interest of J.B. (01/30/2004), Juvenile Case #5478, which the Campbell County Attorney's Office has a conflict of interest;

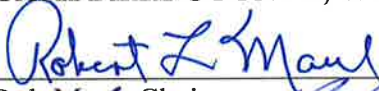
WHEREAS, Jill Kucera or other designee of the Wyoming Attorney General's Office will provide their services free of charge to Campbell County, however the Campbell County Attorney's Office shall reimburse for all costs and expenses.

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

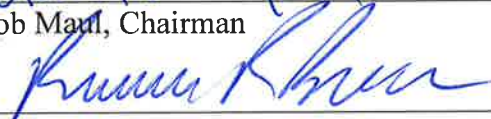
THEREFORE, be it resolved that Jill Kucera or other designee of the Wyoming Attorney General's Office be authorized to act as a Special Deputy County Attorney when appointed by the Campbell County and Prosecuting Attorney in the termination of parental rights in the Interest of J.B. (01/30/2004), Juvenile Case #5478.

DATED this 16th day of February, 2021.

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



Bob Maul, Chairman



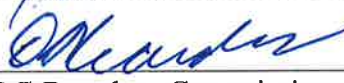
Rusty Bell, Commissioner



Colleen Faber, Commissioner



Del Sheistad, Commissioner



DG Reardon, Commissioner

ATTEST: 

Susan Saunders, Campbell County Clerk

STATE OF WYOMING

COUNTY OF CAMPBELL

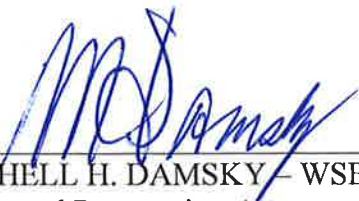
**APPOINTMENT OF SPECIAL DEPUTY
CAMPBELL COUNTY AND PROSECUTING ATTORNEY**

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. 2071, dated the 16th day of February, 2021, does hereby appoint Jill Kucera, Senior Assistant Attorney General, Human Services Division, or other designee of the Wyoming Attorney General's Office as Special Deputy County Attorney, in and for Campbell County, Wyoming, to represent Campbell County and to make, in their sole discretion, a proper disposition of all potential matters involving the termination of parental rights in the Interest of J.B. (01/30/2004), Juvenile Case #5478, 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 17 day of February, 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

SICK LEAVE TRANSFER REQUEST FORM

TO: Campbell County Board of Commissioners

Donating Department: CDS_CC Receiving Department: CDS_CC

DATE: 3-1-2021

Please consider this request to transfer up to 40 hours of accrued sick leave. Note: No single donation should exceed 40 hrs.)

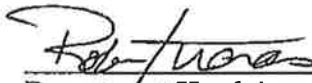
This request is # 3 of # 4. (Numbers should indicate order of use as well as total submission.)

Dates of absence: Beginning: 3-1-2021
Through: unknown at this time

Anticipated return: - - -

From: 326051
Employee Number

To: 662354
Employee Number


Department Head Approval


Department Head Approval

FURTHER INFORMATION: (Please check applicable boxes)

☒ Currently an FMLA Qualifying Leave

☐ Was an FMLA Qualifying Leave

Be 3/1/21

Refer to Personnel Guideline #403 Sick Leave for details regarding Sick Leave Transfers.

For Commission Office Use Only:

Date - Board of Commissioner Action: _____

Approved _____ Disapproved _____ Pending _____

Routing: Origination Department: Complete & print form obtain applicable signatures forward to HR; HR Department: Review & approve,
Revised: 11-12-2014 [https://campbellcountywy-my.sharepoint.com/personal/cle70_ccgov_net/Documents/Documents/Sick Leave transfer request/Jaycee 2021 3.docx](https://campbellcountywy-my.sharepoint.com/personal/cle70_ccgov_net/Documents/Documents/Sick%20Leave%20transfer%20request/Jaycee%2021%203.docx)

SICK LEAVE TRANSFER REQUEST FORM

TO: Campbell County Board of Commissioners

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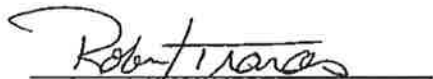
This request is # 4 of # 4. (Numbers should indicate order of use as well as total submission.)

Dates of absence: Beginning: 3-1-2021
Through: unknown at this time

Anticipated return: - - - - -

From: 205874
Employee Number

To: 662354
Employee Number


Department Head Approval


Department Head Approval

FURTHER INFORMATION: (Please check applicable boxes)

☒ Currently an FMLA Qualifying Leave

☐ Was an FMLA Qualifying Leave



Refer to Personnel Guideline #403 Sick Leave for details regarding Sick Leave Transfers.

For Commission Office Use Only:

Date - Board of Commissioner Action:

Approved Disapproved Pending

Routing: Origination Department: Complete & print form obtain applicable signatures forward to HR; HR Department: Review & approve,
Revised: 11-12-2014 [https://campbellcountywy-my.sharepoint.com/personal/clc70_ccgov_net/Documents/Documents/Sick Leave transfer request/Jaycee 2021 4.docx](https://campbellcountywy-my.sharepoint.com/personal/clc70_ccgov_net/Documents/Documents/Sick%20Leave%20transfer%20request/Jaycee%2021%204.docx)

CAMPBELL COUNTY SOCIAL MEDIA AND NETWORKING APPROVAL & AGREEMENT FORM

Name: Ivy McGowan-Castleberry

Title: Public Health Response Coordinator

Employee #: [REDACTED]

Department: Public Health

Justification:

To provide public health information and resources to the public, and to promote Public Health activities through the County's approved social media platforms.

Authorized to access the following County websites, social media pages, and social networking sites:

Facebook, Twitter, Instagram, and YouTube.

I have received the Social Media Use Guideline, and I agree to use the County websites, County-approved social media pages and engage in social networking activities for County business only as appropriate and in compliance with this Guideline. I understand that I must have approval from my Department Director and the Office of the Commissioners to use County websites, social media pages, or engage in social networking on behalf of the County. I also understand I am responsible for all posting made by me on County websites, social media pages, or in the social networking activities including those made in the comments sections. I further understand that this guideline also applies to County-related postings made by me via personal (non-County) websites, social media pages, and social networking activities, and I agree to adhere to the guidelines in this guideline when so doing.

I acknowledge that all content on County websites, County-approved social media pages, or in social networking activities are considered to be County property and will be monitored by a designated official of the County. I understand that employees do not have privacy rights in the use of County websites, social media pages, or in social networking activities, and the postings, data, access to, or distribution of such materials is subject to all applicable laws.

I agree to abide by all procedures as set forth by the Social Media Use Guideline when accessing, posting, or publishing content on County websites, County-approved social media pages, or social networking activities. I acknowledge that any violation of the responsibilities, or guidelines outlined in this policy, or in any future modified policies, can be grounds for disciplinary action, up to and including termination of my employment.

Ivy McGowan-Castleberry
Printed Name

Ivy McGowan-Castleberry
(Signature)

3/8/21
(Date)

Approved by Department Director:

Jane V. Lazenby, MSN, RN, APRN-BC
(Signature)

3/8/21
(Date)

Public Information Coordinator Recommendation: ☒ Approve ☐ Deny

*Approve for Facebook & Instagram
YouTube for educational programming only
Deny Twitter*

Carol Lazenby
(Signature)

3/9/21
(Date)

Approved by Commissioners:

(Signature)

(Date)

The foregoing recommendation is based on the anticipated adoption of new social media policy.

Route director approved copy to Public Information Coordinator. PIC will route to Commissioners.

The following page(s) contain the backup material for Agenda Item: [9:15 High Intensity Drug Trafficking Area \(HIDTA\) Funding Award](#)

*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

D.G. Reardon, Chairman
Rusty Bell
Bob Maul
Del Shelstad
Colleen Faber

MEMORANDUM

TO: Campbell County Commissioners

FROM: Bethany Raab

RE: Sub-Contract Award for HIDTA Funding

DATE: 03/09/2021

Attached you will find a Sub-Contract Award for High Intensity Drug Trafficking Area (HIDTA) Funding. This agreement is for the Sheriff's Department to provide salary and fringe reimbursement for one TFO Enforcement Officer. The award amount is \$90,332.00 and is federal funds (CFDA# 95.001). The award period covered is from January 1, 2021 through December 31, 2021. HR/RISK, the County Attorney's Office and the Grants Specialist has reviewed the document and has not requested any changes.

A representative from the Sheriff's Office will be presenting this agreement.

Thank you!

Sub-Contract Award for High Intensity Drug Trafficking Area (HIDTA) Funding

Sub-Contract Agency: Campbell County Sheriff's Office

Award Amount: \$90,332

Award Period: January 1, 2021 thru December 31, 2021

Award #: G21RM0012A

Sub-Award #: CCSO

DUNS NO: 071413140

CFDA No.: 95.001 High Intensity Drug Trafficking Area (HIDTA)

- A. The term of this Sub-Contract Award between the Wyoming Division of Criminal Investigation (DCI) and Campbell County Sheriff's Office (Sub-Contract Agency) shall be from January 1, 2021 thru December 31, 2021 unless extended by modification to this Agreement.
- B. The parties agree that because DCI has been designated as the fiscal agent for the State of Wyoming Rocky Mountain HIDTA program all requests for payments and budget reprogramming shall pass through DCI.
- C. The parties agree that Sub-Contract Agency is a sub-contract under the State of Wyoming Rocky Mountain HIDTA program and is incurring reimbursable expenses under the program.
- D. The parties hereby agree to the disbursement of HIDTA funds in the amount of Ninety Thousand, Three Hundred Thirty Two Dollars (\$90,332) to Sub-Contract Agency under the following terms and conditions.
 1. Sub-Contract Agency shall follow all applicable federal, state, and local guidelines regarding purchases and other expenditures under the HIDTA program, including but not limited to the following: OMB Uniform Guidance on Administrative Requirements, Costs Principles, and Audit Requirements for Federal Awards (OMB Circular 2 CFR Part 200), Fair Labor Standards Act (FLSA), as well as HIDTA and Rocky Mountain HIDTA policies and procedures.
 2. Sub-Contract Agency agrees to abide by and be bound by the sub-contract approved budget for one TFO Enforcement Officer for salary and fringe reimbursement up to the HIDTA awarded amount.
 3. Requests for payment shall be submitted to DCI at the following address by the 10th of the month following the end of the claim period:

State of Wyoming
Office of the Attorney General
Division of Criminal Investigation
Attn: Fiscal Office
320 W 25th St., Ste 109
Cheyenne, WY 82002

4. Sub-Contract Agency agrees to reimburse DCI for any amount paid by DCI to Sub-Contract Agency that is later disallowed after audit or financial review.
5. All timesheets and supporting payroll and invoice documentation must be provided to DCI on a monthly basis to support current billing reimbursement requests, to include detailed billing summary spreadsheet.
6. Sub-contract Agency agrees that Sixty Six Thousand, Nine Hundred Thirteen Dollars (\$66,913) of this award is budgeted for Salary and Twenty Three Thousand, Four Hundred Nineteen Dollars (\$23,419) is budgeted for Fringe, for a total award of Ninety Thousand, Three Hundred Thirty Two Dollars (\$90,332). An amended agreement will be issued if there are any changes to the awarded amounts.

THIS SPACE LEFT INTENTIONALLY BLANK

IN WITNESS THEREOF, the parties to this Sub-Contract Award consisting of three pages (3), either personally or through their duly authorized representatives, have executed this Sub-Contract Award on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Sub-Contract Award.

Forrest Williams, Interim Director
Wyoming Division of Criminal Investigation

Date

Scott Matheny, Sheriff
Campbell County Sheriff's Office

Date

The following page(s) contain the backup material for Agenda Item: [9:20 COVID-19 Vaccination Campaign Activities MOU](#)

*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
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Carol J. Seeger, Commissioners
Administrative Director

BOARD OF COMMISSIONERS

D.G. Reardon, Chairman
Rusty Bell
Bob Maul
Del Shelstad
Colleen Faber

MEMORANDUM

TO: Campbell County Commissioners

FROM: Bethany Raab

RE: COVID-19 Vaccination Campaign Activities Contract

DATE: 03/10/2021

Attached you will find a Memorandum of Understanding between the Wyoming Department of Health and Campbell County (Public Health Department). The purpose of this document is to set forth the terms and conditions by which the County shall utilize grant funds for COVID-19 vaccination campaign activities. The period of performance for this document is from December 31, 2020 through December 31, 2021. The award amount is \$491,974.00 and is federal funding (CFDA# 21.019). There are no matching funds required. HR/RISK and the Grants Specialist reviewed this document and requested no changes or revisions. The County Attorney's Office (Sean Brown) reviewed this document and has requested some revisions (see attached documentation) and is working with the Department of Health and Attorney Generals Office on these revisions.

Jane Glaser will be presenting this document.

Thank you!

Carol J. Seeger

From: Carol J. Seeger
Sent: Wednesday, March 10, 2021 9:06 AM
To: Jane C. Glaser, RN
Cc: Sean A. Brown
Subject: vaccine agreement

Jane – Would you like to send me a cover memo for the agreement and I can get it on the March 16 agenda. I am not sure where the original is at that is the version you would like considered for execution. I think Sean was going to see if he could get a response today and if not, we will proceed with the version we have with a cautionary message regarding the lack of attention to detail on the form of the agreements being submitted for approval.

CAROL J. SEEGER | Commissioners Administrative Director | Office of Commissioners
Campbell County | 500 S. Gillette Ave., Suite 1100 | Gillette, WY 82716
Office: 307.682.7283 | Fax: 307.687.6325 | cseeger@ccgov.net



To: Bethany L. Raab <blr01@ccgov.net>; Crystal A. Nichols <can16@ccgov.net>; Kelly J. Wallem <KJW06@ccgov.net>
Subject: RE: Please Review- MOU Public Health

Hi Beth:

I have reviewed the MOU. I do not have many substantive comments, but here are my suggestions:

1. Section 3. This paragraph states the term of the agreement and provides for up to two extensions. I assume this would be two yearlong extensions, but I would edit this section to explicitly state as such. I would also edit the last sentence in this section to state that any extension is at the discretion of both parties.
2. Section 6(B). This section indicates that the Agency will be providing support as described in Attachment A. Attachment A doesn't appear to state any such support. I'm not sure if this is intentional.
3. Section 8(L). Somewhat ironically, the MOU leaves out pandemics in this section. I would add this in.
4. Section 8(M). The MOU uses the term Contractor throughout this provision. I assume they meant to use County.
5. Section 8 (R)(i). This section requires the County to have certain insurance and for the County to ensure that each subrecipient does as well. I'm not entirely sure what is meant by "subrecipient," but I assume it is someone not employed by the County that the County will use to help administer vaccines. Do you know if the County will be using subrecipients or will it be administered entirely by County employees?
6. Section 8(W). I typically like these types of provisions to be mutual—in other words, that the County also have a right to terminate. The Agency may not agree to that though.

Most of these aren't critical, but it would be nice if the Agency addressed them. One question I have is who will be in charge of administering this program? In particular, the MOU and Attachment B has some pretty stringent requirements regarding HIPPA compliance. I want to make sure that whoever is administering this is aware of these responsibilities.

With thanks,

Sean A. Brown, #7-5864
Deputy County and Prosecuting Attorney
Campbell County Attorney's Office
500 S. Gillette Ave., Ste. B200
Gillette, WY 82716
Ph. 307-682-4310 // Fax 687-6441
SABrown@ccgov.net

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**MEMORANDUM OF UNDERSTANDING BETWEEN
WYOMING DEPARTMENT OF HEALTH, PUBLIC HEALTH DIVISION
AND
CAMPBELL COUNTY**

1. **Parties.** The parties to this Memorandum of Understanding (Agreement) are Wyoming Department of Health, Public Health Division (Agency), whose address is: 122 West 25th Street, 3rd Floor West, Cheyenne, Wyoming 82002, and Campbell County (County), whose address is: 500 South Gillette Avenue, Suite 1600, Gillette, Wyoming 82716. This Agreement concerns the Public Health Division.
2. **Purpose of Agreement.** The purpose of this Agreement is to set forth the terms and conditions by which the County shall utilize grant funds for COVID-19 vaccination campaign activities.
3. **Term of Agreement.** This Agreement is effective when all parties have executed it (Effective Date). The performance period of the Agreement is from December 31, 2020 through December 30, 2021. All services shall be completed during this term.

This Agreement may be extended twice by agreement of both parties in writing and subject to the required approvals. There is no right or expectation of extension and any extension will be determined at the discretion of the Agency.

4. **Payment.**
 - A. The Agency agrees to pay the County for the services described in Section 5, below, and in Attachment A, Statement of Work, which is attached to and incorporated into this Agreement by this reference. Total payment under this Agreement shall not exceed four hundred ninety-one thousand, nine hundred seventy-four dollars (\$491,974.00). Payment shall be made within forty-five (45) days after submission of invoice pursuant to Wyo. Stat. § 16-6-602. County shall submit invoices in sufficient detail to ensure that payments may be made in conformance with this Agreement. Total federal funds provided under Catalog of Federal Domestic Assistance (CFDA) Number 21.019 shall not exceed four hundred ninety-one thousand, nine hundred seventy-four dollars (\$491,974.00).
 - B. No payment shall be made for work performed prior to December 31, 2020. Should the County fail to perform in a manner consistent with the terms and conditions set forth in this Agreement, payment under this Agreement may be withheld until such time as the County performs its duties and responsibilities to the satisfaction of Agency.
 - C. When the County is working at a location requiring an overnight stay, the County shall be reimbursed at the rates set out in Wyo. Stats. §§ 9-3-102 and 9-3-103.

5. **Responsibilities of County.** The County agrees to:
- A. Provide the services and comply with the duties described in Attachment A.
 - B. Abide by Attachment B, Business Associate Agreement, which is attached to and incorporated into this Agreement by this reference.
6. **Responsibilities of Agency.** The Agency agrees to:
- A. Pay County in accordance with Section 4 above.
 - B. Provide support as described in Attachment A.
 - C. Monitor and evaluate the County's compliance with the conditions set forth in this Agreement.
7. **Special Provisions.**
- A. **Assumption of Risk.** The County shall assume the risk of any loss of state or federal funding, either administrative or program dollars, due to the County's failure to comply with state or federal requirements. The Agency shall notify the County of any state or federal determination of noncompliance.
 - B. **Environmental Policy Acts.** County agrees all activities under this Agreement will comply with the Clean Air Act, the Clean Water Act, the National Environmental Policy Act, and other related provisions of federal environmental protection laws, rules or regulations.
 - C. **Human Trafficking.** As required by 22 U.S.C. § 7104(g) and 2 CFR Part 175, this Agreement may be terminated without penalty if a private entity that receives funds under this Agreement:
 - (i) Engages in severe forms of trafficking in persons during the period of time that the award is in effect;
 - (ii) Procures a commercial sex act during the period of time that the award is in effect; or
 - (iii) Uses forced labor in the performance of the award or subawards under the award.
 - D. **Kickbacks.** County certifies and warrants that no gratuities, kickbacks, or contingency fees were paid in connection with this Agreement, nor were any fees, commissions, gifts, or other considerations made contingent upon the award of this Agreement. If County breaches or violates this warranty, Agency may, at its

discretion, terminate this Agreement without liability to Agency, or deduct from the agreed upon price or consideration, or otherwise recover, the full amount of any commission, percentage, brokerage, or contingency fee.

- E. Limitations on Lobbying Activities.** By signing this Agreement, County certifies and agrees that, in accordance with P.L. 101-121, payments made from a federal grant shall not be utilized by County or its subrecipients in connection with lobbying member(s) of Congress, or any federal agency in connection with the award of a federal grant, MOU, cooperative agreement, or loan.
- F. Monitoring Activities.** Agency shall have the right to monitor all activities related to this Agreement that are performed by County or its subrecipients. This shall include, but not be limited to, the right to make site inspections at any time and with reasonable notice; to bring experts and consultants on site to examine or evaluate completed work or work in progress; to examine the books, ledgers, documents, papers, and records pertinent to this Agreement; and to observe personnel in every phase of performance of Agreement related work.
- G. Nondiscrimination.** The County shall comply with the Civil Rights Act of 1964, the Wyoming Fair Employment Practices Act (Wyo. Stat. § 27-9-105, *et seq.*), the Americans with Disabilities Act (ADA), 42 U.S.C. § 12101, *et seq.*, and the Age Discrimination Act of 1975 and any properly promulgated rules and regulations thereto and shall not discriminate against any individual on the grounds of age, sex, color, race, religion, national origin, or disability in connection with the performance under this Agreement.
- H. No Finder's Fees:** No finder's fee, employment agency fee, or other such fee related to the procurement of this Agreement, shall be paid by either party.
- I. Publicity.** Any publicity given to the projects, programs, or services provided herein, including, but not limited to, notices, information, pamphlets, press releases, research, reports, signs, and similar public notices in whatever form, prepared by or for the County and related to the services and work to be performed under this Agreement, shall identify the Agency as the sponsoring agency and shall not be released without prior written approval of Agency.
- J. Suspension and Debarment.** By signing this Agreement, County certifies that neither it nor its principals/agents are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction or from receiving federal financial or nonfinancial assistance, nor are any of the participants involved in the execution of this Agreement suspended, debarred, or voluntarily excluded by any federal department or agency in accordance with Executive Order 12549 (Debarment and Suspension), 44 CFR Part 17, or 2 CFR Part 180, or are on the debarred, or otherwise ineligible, vendors lists maintained by the federal government. Further, County agrees to notify Agency by certified mail should it or any of its principals/agents become ineligible for

payment, debarred, suspended, or voluntarily excluded from receiving federal funds during the term of this Contract.

- K. Administration of Federal Funds.** County agrees its use of the funds awarded herein is subject to the Uniform Administrative Requirements of 2 C.F.R. Part 200, *et seq.*; any additional requirements set forth by the federal funding agency; all applicable regulations published in the Code of Federal Regulations; and other program guidance as provided to it by Agency.
- L. Copyright License and Patent Rights.** County acknowledges that federal grantor, the State of Wyoming, and Agency reserve a royalty-free, nonexclusive, unlimited, and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use, for federal and state government purposes: (1) the copyright in any work developed under this Agreement; and (2) any rights of copyright to which County purchases ownership using funds awarded under this Agreement. County must consult with Agency regarding any patent rights that arise from, or are purchased with, funds awarded under this Agreement.
- M. Federal Audit Requirements.** County agrees that if it expends an aggregate amount of seven hundred fifty thousand dollars (\$750,000.00) or more in federal funds during its fiscal year, it must undergo an organization-wide financial and compliance single audit. County agrees to comply with the audit requirements of the U.S. General Accounting Office Government Auditing Standards and Audit Requirements of 2 C.F.R. Part 200, Subpart F. If findings are made which cover any part of this Agreement, County shall provide one (1) copy of the audit report to Agency and require the release of the audit report by its auditor be held until adjusting entries are disclosed and made to Agency's records.
- N. Non-Supplanting Certification.** County hereby affirms that federal grant funds shall be used to supplement existing funds, and shall not replace (supplant) funds that have been appropriated for the same purpose. County should be able to document that any reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds under this Agreement.
- O. Program Income.** County shall not deposit grant funds in an interest bearing account without prior approval of Agency. Any income attributable to the grant funds distributed under this Agreement must be used to increase the scope of the program or returned to Agency.
- P. Health Equity.** The County shall ensure that services are equitable to under-resourced, socially disadvantaged, and ethnically diverse groups; provide services that are culturally and linguistically appropriate; collect demographic information, to the extent practicable; and engage in partnerships with other public or private providers to eliminate health disparities and improve the health of all people.

8. General Provisions.

- A. Amendments.** Any changes, modifications, revisions, or amendments to this Agreement which are mutually agreed upon by the parties to this Agreement shall be incorporated by written instrument, executed by all parties to this Agreement.
- B. Applicable Law, Rules of Construction, and Venue.** The construction, interpretation, and enforcement of this Agreement shall be governed by the laws of the State of Wyoming, without regard to conflicts of law principles. The terms "hereof," "hereunder," "herein," and words of similar import, are intended to refer to this Agreement as a whole and not to any particular provision or part. The Courts of the State of Wyoming shall have jurisdiction over this Agreement and the parties. The venue shall be the First Judicial District, Laramie County, Wyoming.
- C. Assignment Prohibited and Agreement Shall Not be Used as Collateral.** Neither party shall assign or otherwise transfer any of the rights or delegate any of the duties set out in this Agreement without the prior written consent of the other party. The County shall not use this Agreement, or any portion thereof, for collateral for any financial obligation without the prior written permission of the Agency.
- D. Audit and Access to Records.** The Agency and its representatives shall have access to any books, documents, papers, electronic data, and records of the County which are pertinent to this Agreement. The County shall immediately, upon receiving written instruction from the Agency, provide to any independent auditor or accountant all books, documents, papers, electronic data, and records of the County which are pertinent to this Agreement. The County shall cooperate fully with any such independent auditor or accountant during the entire course of any audit authorized by the Agency.
- E. Availability of Funds.** Each payment obligation of the Agency is conditioned upon the availability of government funds which are appropriated or allocated for the payment of this obligation and which may be limited for any reason including, but not limited to, congressional, legislative, gubernatorial, or administrative action. If funds are not allocated and available for continued performance of the Agreement, the Agreement may be terminated by the Agency at the end of the period for which the funds are available. The Agency shall notify the County at the earliest possible time of the services which will or may be affected by a shortage of funds. No penalty shall accrue to the Agency in the event this provision is exercised, and the Agency shall not be obligated or liable for any future payments due or for any damages as a result of termination under this section.
- F. Award of Related Agreements.** The Agency may award supplemental or successor agreements for work related to this Agreement or may award agreements to other subrecipients for work related to this Agreement. The County shall cooperate fully with other subrecipients and the Agency in all such cases.

- G. Compliance with Laws.** The County shall keep informed of and comply with all applicable federal, state, and local laws and regulations, and all federal grant requirements and executive orders in the performance of this Agreement.
- H. Confidentiality of Information.** Except when disclosure is required by the Wyoming Public Records Act or court order, all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the County in the performance of this Agreement shall be kept confidential by the County unless written permission is granted by the Agency for its release. If and when County receives a request for information subject to this Agreement, County shall notify Agency within ten (10) days of such request and shall not release such information to a third party unless directed to do so by Agency.
- I. Entirety of Agreement.** This Agreement, consisting of twelve (12) pages; Attachment A, Statement of Work, consisting of one (1) page; and Attachment B, Business Associate Agreement, consisting of six (6) pages, represent the entire and integrated Agreement between the parties and supersede all prior negotiations, representations, and agreements, whether written or oral. In the event of a conflict or inconsistency between the language of this Agreement and the language of any attachment or document incorporated by reference, the language of this Agreement shall control, with the exception of that contained in Attachment B, Business Associate Agreement.
- J. Ethics.** County shall keep informed of and comply with the Wyoming Ethics and Disclosure Act (Wyo. Stat. § 9-13-101, *et seq.*) and any and all ethical standards governing County's profession.
- K. Extensions.** Nothing in this Agreement shall be interpreted or deemed to create an expectation that this Agreement will be extended beyond the term described herein. Any extension of this Agreement shall be initiated by the Agency and shall be accomplished through a written amendment between the parties entered into before the expiration of the original Agreement or any valid amendment thereto, and shall be effective only after it is reduced to writing and executed by all parties to the Agreement.
- L. Force Majeure.** Neither party shall be liable for failure to perform under this Agreement if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.

- M. Indemnification.** Each party to this Agreement shall assume the risk of any liability arising from its own conduct. Neither party agrees to insure, defend, or indemnify the other.
- N. Independent Contractor.** The Contractor shall function as an independent contractor for the purpose of this Agreement and shall not be considered an employee of the State of Wyoming for any purpose. Consistent with the express terms of this Agreement, the Contractor shall be free from control or direction over the details of the performance of services under this Agreement. The Contractor shall assume sole responsibility for any debts or liabilities that may be incurred by the Contractor in fulfilling the terms of this Agreement and shall be solely responsible for the payment of all federal, state, and local taxes which may accrue because of this Agreement. Nothing in this Agreement shall be interpreted as authorizing the Contractor or its agents or employees to act as an agent or representative for or on behalf of the State of Wyoming or the Agency or to incur any obligation of any kind on behalf of the State of Wyoming or the Agency. The Contractor agrees that no health or hospitalization benefits, workers' compensation, unemployment insurance, or similar benefits available to State of Wyoming employees will inure to the benefit of the Contractor or the Contractor's agents or employees as a result of this Agreement.
- O. Notices.** All notices arising out of, or from, the provisions of this Agreement shall be in writing either by regular mail or delivery in person at the addresses provided under this Agreement.
- P. Ownership and Return of Documents and Information.** Agency is the official custodian and owns all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the County in the performance of this Agreement. County is the official custodian and owns all data produced in the performance of any work outside the scope of this Agreement. Agency is not responsible for maintaining the privacy or security of County data produced and maintained in the performance of any work outside the scope of this Agreement. Upon termination of services, for any reason, County agrees to return all original and derivative information and documents owned by the Agency to the Agency in a useable format. In the case of electronic transmission, such transmission shall be secured. The return of information by any other means shall be by a parcel service that utilizes tracking numbers.
- Q. Prior Approval.** This Agreement shall not be binding upon either party, no services shall be performed, and the Wyoming State Auditor shall not draw warrants for payment, until this Agreement has been fully executed, approved as to form by the Office of the Attorney General, filed with and approved by A&I Procurement, and approved by the Governor of the State of Wyoming, or his designee, if required by Wyo. Stat. § 9-2-1016(b)(iv).

R. Insurance Requirements.

- (i) During the term of this Agreement, the County shall obtain and maintain, and ensure that each subrecipient obtains and maintains, each type of insurance coverage specified in Insurance Coverage, below.
- (ii) All policies shall be primary over any insurance or self-insurance program carried by the County or the State of Wyoming. All policies shall include clauses stating that each insurance carrier shall waive all rights of recovery under subrogation or otherwise against County or the State, its agencies, institutions, organizations, officers, agents, employees, and volunteers.
- (iii) The County shall provide Certificates of Insurance to the Agency verifying each type of coverage required herein. If the policy is a "claims made" policy instead of an "occurrence" policy, the information provided shall include, but is not limited to, retroactive dates and extended reporting periods or tails.
- (iv) All policies shall be endorsed to provide at least thirty (30) days advance written notice of cancellation to the Agency. A copy of the policy endorsement shall be provided with the Certificate of Insurance.
- (v) In case of a breach of any provision relating to Insurance Requirements or Insurance Coverage, the Agency may, at the Agency's option, obtain and maintain, at the expense of the County, such insurance in the name of the County, or subrecipient, as the Agency may deem proper and may deduct the cost of obtaining and maintaining such insurance from any sums which may be due or become due to the County under this Agreement.
- (vi) All policies required by this Agreement shall be issued by an insurance company with an A.M. Best rating of A- VIII or better.
- (vii) The Agency reserves the right to reject any policy issued by an insurance company that does not meet these requirements.

S. Insurance Coverage. The County shall obtain and maintain the following insurance in accordance with the Insurance Requirements set forth above:

- (i) Commercial General Liability Insurance. Commercial general liability insurance (CGL) coverage, occurrence form, covering liability claims for bodily injury and property damage arising out of premises, operations, products and completed operations, and personal and advertising injury, with minimum limits as follows:
 - (a) \$1,000,000.00 each occurrence
 - (b) \$1,000,000.00 personal injury and advertising injury;
 - (c) \$2,000,000.00 general aggregate; and

- (d) \$2,000,000.00 products and completed operations.

The CGL policy shall include coverage for Explosion, Collapse and Underground property damage. This coverage may not be excluded by endorsement.

- (ii) Workers' Compensation and Employer's Liability Insurance. Employees hired in Wyoming to perform work under this Agreement shall be covered by workers' compensation coverage obtained through the Wyoming Department of Workforce Services' workers' compensation program, if statutorily required. Employees brought into Wyoming from County's home state to perform work under this Agreement shall be covered by workers' compensation coverage obtained through the Wyoming Department of Workforce Services' workers' compensation program or other state or private workers' compensation insurance approved by the Wyoming Department of Workforce Services, if statutorily required.

The County shall provide the Agency with a Certificate of Good Standing or other proof of workers' compensation coverage for all of its employees who are to perform work under this Agreement, if such coverage is required by law. If workers' compensation coverage is obtained by County through the Wyoming Department of Workforce Services' workers' compensation program, County shall also obtain Employer's Liability "Stop Gap" coverage through an endorsement to the CGL policy required by this Contract, with minimum limits as follows:

- (a) Bodily Injury by Accident: \$1,000,000.00 each accident;
- (b) Bodily Injury by Disease: \$1,000,000.00 each employee; and
- (c) Bodily Injury by Disease: \$1,000,000.00 policy limit.

- (iii) Unemployment Insurance. The County shall be duly registered with the Department of Workforce Services and obtain such unemployment insurance coverage as required. The County shall supply Agency with a Certificate of Good Standing or other proof of unemployment insurance coverage.

- (iv) Automobile Liability Insurance. Automobile liability insurance covering any auto (including owned, hired, and non-owned) with minimum limits of \$1,000,000.00 each accident combined single limit.

- (v) Professional Liability or Errors and Omissions Liability Insurance. Professional liability insurance or errors and omissions liability insurance protecting against any and all claims arising from the County's alleged or real professional errors, omissions, or mistakes in the performance of professional duties under this Agreement, with minimum limits as follows:

- (a) \$1,000,000.00 each occurrence; and

(b) \$1,000,000.00 general aggregate.

The policy shall have an extended reporting period of two (2) years.

- T. **Severability.** Should any portion of this Agreement be judicially determined to be illegal or unenforceable, the remainder of the Agreement shall continue in full force and effect, and the parties may renegotiate the terms affected by the severance.
- U. **Sovereign Immunity and Limitations.** Pursuant to Wyo. Stat. § 1-39-104(a), the State of Wyoming and Agency expressly reserve sovereign immunity by entering into this Agreement and the County expressly reserves governmental immunity. Each of them specifically retains all immunities and defenses available to them as sovereign or governmental entities pursuant to Wyo. Stat. § 1-39-101, *et seq.*, and all other applicable law. The parties acknowledge that the State of Wyoming has sovereign immunity and only the Wyoming Legislature has the power to waive sovereign immunity. The parties further acknowledge that there are constitutional and statutory limitations on the authority of the State of Wyoming and its agencies or instrumentalities to agree to certain terms and conditions supplied by the County, including, but not limited to, the following: liability for damages; choice of law; conflicts of law; venue and forum-selection clauses; defense or control of litigation or settlement; liability for acts or omissions of third parties; payment of attorneys' fees or costs; additional insured provisions; dispute resolution, including, but not limited to, arbitration; indemnification of another party; and confidentiality. Any such provisions in the Agreement, or in any attachments or documents incorporated by reference, will not be binding on the State of Wyoming. Designations of venue, choice of law, enforcement actions, and similar provisions shall not be construed as a waiver of sovereign immunity. The parties agree that any ambiguity in this Agreement shall not be strictly construed, either against or for either party, except that any ambiguity as to immunity shall be construed in favor of immunity.
- V. **Taxes.** The County shall pay all taxes and other such amounts required by federal, state, and local law, including, but not limited to, federal and social security taxes, workers' compensation, unemployment insurance, and sales taxes.
- W. **Termination of Agreement.** This Agreement may be terminated, without cause, by the Agency upon thirty (30) days written notice. This Agreement may be terminated by the Agency immediately for cause if the County fails to perform in accordance with the terms of this Agreement.
- X. **Third-Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of third-party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties, and obligations contained in this Agreement shall operate only between the parties to this Agreement and shall inure solely to the benefit of the parties to this Agreement. The provisions of this Agreement are intended only to assist the parties in determining and performing their obligations under this Agreement.

- Y. Time is of the Essence.** Time is of the essence in all provisions of this Agreement.
- Z. Titles Not Controlling.** Titles of sections and subsections are for reference only and shall not be used to construe the language in this Agreement.
- AA. Waiver.** The waiver of any breach of any term or condition in this Agreement shall not be deemed a waiver of any prior or subsequent breach. Failure to object to a breach shall not constitute a waiver.
- BB. Counterparts.** This Agreement may be executed in counterparts. Each counterpart, when executed and delivered, shall be deemed an original and all counterparts together shall constitute one and the same Agreement. Delivery by the County of an originally signed counterpart of this Agreement by facsimile or PDF shall be followed up immediately by delivery of the originally signed counterpart to the Agency. The County's failure to deliver, either personally or via US Mail, postage prepaid, the originally signed counterpart to the Agency within five (5) business days shall be considered a material breach and may result in immediate termination of this Agreement by the Agency.

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9. **Signatures.** The parties to this Agreement, either personally or through their duly authorized representatives, have executed this Agreement on the dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Agreement.

The Effective Date of this Agreement is the date of the signature last affixed to this page.

AGENCY: WYOMING DEPARTMENT OF HEALTH, PUBLIC HEALTH DIVISION

Michael A. Ceballos, Director

Date

Stephanie Pyle, MBA
Senior Administrator, Public Health Division

Date

COUNTY: CAMPBELL COUNTY

Chairman, Campbell County Board of Commissioners

Date

COUNTY ATTORNEY: APPROVAL AS TO FORM

Campbell County Attorney

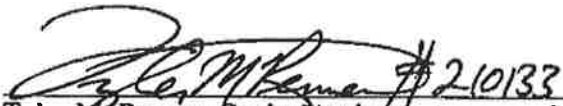
Date

COUNTY CLERK'S ATTESTATION

Campbell County Clerk

Date

ATTORNEY GENERAL'S OFFICE: APPROVAL AS TO FORM


Tyler M. Renner, Senior Assistant Attorney General

02-08-2021
Date

**ATTACHMENT A
STATEMENT OF WORK
COVID-19 Vaccination Campaign**

General Description

This document is a Statement of Work (SOW) to define the use of funding from the Wyoming Department of Health, Public Health Division (Agency) for Campbell County's (County) COVID vaccination campaign activities.

Responsibilities of the County

The County agrees to:

- A. Utilize funding to pay COVID-related public health personnel expenses from December 31, 2020 through December 30, 2021. Personnel expenses must be related to the COVID-19 vaccination campaign.
 - 1. Public health personnel costs could include, but are not limited to: staff overtime, personnel costs for temporary staff (can include benefits if included by county protocol), and personnel costs for staff that are redirected from their normal duties.
 - 2. Other costs related to additional personnel. Can include, but is not limited to, cell phones and computers.
- B. Other COVID vaccination campaign expenses:
 - 1. Costs can include: advertising costs for vaccination events, travel costs for conducting vaccination events, rental costs for vaccination venues, and other costs necessary to carry out vaccination efforts at the county level.

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**ATTACHMENT B
BUSINESS ASSOCIATE AGREEMENT BETWEEN
THE WYOMING DEPARTMENT OF HEALTH, PUBLIC HEALTH DIVISION AND
CAMPBELL COUNTY**

- 1. Purpose.** The Parties to this Contract agree that Contractor, Campbell County, is a Business Associate of the Wyoming Department of Health, Public Health Division (Agency), as defined by 45 CFR § 160.103; therefore, this attachment is mandatory for purposes of this Contract. This attachment seeks to satisfy the requirements for the privacy and security and transmission of protected health information found in 45 CFR Parts 160, 162, and 164 as well as applicable Wyoming state law. Applicable Wyoming state law may include, but is not limited to, Wyo. Stat. Ann. §§ 9-2-125 et seq. and applicable rules and regulations. These statutes, rules, and regulations are collectively referred to as the "Privacy and Security Rules."
- 2. Definitions.** The Parties agree that the definitions in 45 CFR Parts 160, 162, and 164 shall apply to the terms used in this attachment. For the purpose of this attachment, Contractor shall be known as the "Business Associate."
- 3. Responsibilities of Business Associate Pursuant to this Attachment.** Except as otherwise permitted or required by this attachment, the Business Associate may only create, receive, maintain, or transmit protected health information received from or on behalf of the Agency as necessary to utilize grant funds for COVID-19 vaccination campaign activities as set forth in the Contract, as required by law, or to carry out the proper management and administration or legal responsibilities of the Business Associate. Further, the Business Associate agrees:
 - A.** To not create, receive, maintain, or transmit protected health information in a manner that would violate any provision of the Privacy and Security Rules, or other applicable federal, state, or local law.
 - B.** To establish, use, and maintain administrative, physical, and technical safeguards to protect the confidentiality, integrity, and availability of all protected health information that the Business Associate creates, receives, maintains, or transmits on behalf of the Agency and to prevent any use or disclosure of protected health information as provided by this attachment.
 - C.** To comply with Subpart C of 45 CFR Part 164 with respect to electronic protected health information. The Business Associate shall provide notice of its designated security officer to the Agency within thirty (30) days following execution of this attachment.

- D. To limit its use, disclosure, or requests for protected health information to the extent practicable to the minimum necessary to accomplish the intended purpose of such use, disclosure, or request.
- E. To secure all protected health information in its possession in accordance with the most current standards established by the Secretary of Health and Human Services under 13402(h)(2) of Public Law 111-5 on the Health and Human Services website.
- F. To notify the Agency of any use or disclosure of protected health information not provided for by this attachment, any security incident, or any breach of unsecured protected health information of which the Business Associate becomes aware.
 - i. Such notice shall include the identification of each individual whose protected health information has been, or is reasonably believed to have been subject to such use, disclosure, incident, or breach, a statement indicating whether the protected health information was secured or unsecured, and a description of any security measures used.
 - ii. A disclosure, incident, or breach shall be treated as discovered by the Business Associate as of the first day on which such breach is known to the Business Associate, or, by exercising reasonable diligence, would have been known to the Business Associate. The Business Associate shall be deemed to have knowledge of a disclosure, incident, or breach if the same is known, or, by exercising reasonable diligence, would have been known to any person (other than the person committing the disclosure, incident, or breach) who is an employee, officer, or other agent (determined in accordance with the federal common law of agency) of the Business Associate.
 - iii. All reports of breach involving unsecured protected health information by the Business Associate shall also include the most current contact information available for each individual whose protected health information has been, or is reasonably believed to have been accessed, acquired, or disclosed, and any other information required by 45 CFR § 164.404 for the notification of individuals.
- G. In accordance with 45 CFR §§ 164.502(e)(1)(ii) and 164.308(b)(2), to ensure that any subcontractor that the Business Associate uses to create, receive, maintain, or transmit protected health information on its behalf agrees to the same restrictions,

**ATTACHMENT B
BUSINESS ASSOCIATE AGREEMENT BETWEEN
THE WYOMING DEPARTMENT OF HEALTH, PUBLIC HEALTH DIVISION (AGENCY)
AND CAMPBELL COUNTY (BUSINESS ASSOCIATE)**

conditions, and requirements that apply to the Business Associate under the terms of this attachment.

- H. To conduct electronic transactions covered by 45 CFR Part 162 as a standard transaction as required by 45 CFR Part 162, and ensure that any agents, including subcontractors, also process electronic transactions as required therein.
- I. To make all protected health information received from the Agency or otherwise created, maintained, or transmitted on behalf of the Agency available to the Agency as necessary for the Agency to comply with an individual's request for access to protected health information under 45 CFR § 164.524, a public records request under Wyo. Stat. Ann. §§ 16-4-201 through 16-4-205, or any other request that may be required by law. If the Business Associate receives such request for protected health information directly, it shall notify the Agency within three (3) business days following its receipt of such request. Thereafter, the Parties agree to meet to promptly discuss and jointly resolve the request for protected health information. The Parties' failure to reach an agreement regarding any such request prior to the timeframes specified in 45 CFR § 164.524 and Wyo. Stat. Ann. §§ 16-4-201 through 16-4-205 shall be cause to terminate this Contract and all other contracts between the Parties.
- J. To make any amendments to protected health information in a designated record set held by the Business Associate or by any subcontractor or agent pursuant to 45 CFR § 164.526. Should the Business Associate receive such request directly, it shall notify the Agency prior to providing any response to the person requesting amendment. Thereafter, the Parties agree to meet to promptly discuss and jointly resolve the request for amendment to the protected health information. The Parties' failure to reach an agreement regarding any amendment prior to the timeframes specified in 45 CFR § 164.526 shall be cause to terminate this Contract and all other contracts between the Parties.
- K. To make internal practices, books and records relating to the use and disclosure of protected health information received from or created or received by the Business Associate on behalf of the Agency available to the Agency or to the Secretary of Health and Human Services for purposes of determining the Agency's or Business Associate's compliance with the Privacy and Security Rules. The Business Associate shall notify the Agency if it provides such information to the Secretary.
- L. To document such disclosures of protected health information and information related to such disclosures as would be required for the Agency to respond to a request by an individual for an accounting of disclosures under 45 CFR § 164.528.

ATTACHMENT B
BUSINESS ASSOCIATE AGREEMENT BETWEEN
THE WYOMING DEPARTMENT OF HEALTH, PUBLIC HEALTH DIVISION (AGENCY)
AND CAMPBELL COUNTY (BUSINESS ASSOCIATE)

The Business Associate shall comply with the Agency's request for such information within seven (7) business days following the Agency's request. Should the Business Associate receive such request directly, it will notify the Agency. Thereafter, the Parties agree to meet to promptly discuss and jointly resolve the request for an accounting of disclosures. The Parties' failure to reach an agreement regarding any accounting of disclosures prior to the timeframes specified in 45 CFR § 164.528 shall be cause to terminate this Contract and all other contracts between the Parties.

- M. Unless otherwise provided, to provide notice within seven (7) business days of any event that triggers the Business Associate's obligation to notify the Agency.
- N. That Business Associate may be subject to civil and criminal penalties enumerated at sections 1176 and 1177 of the Social Security Act (42 U.S.C. 1320d-5, 1320-6) with respect to violations of this attachment or the Privacy and Security Rules.
- O. To assume sole responsibility for its own compliance and the compliance of its workforce with the provisions of this section.

4. Responsibilities of Agency Pursuant to this Attachment. The Agency shall inform the Business Associate of the Agency's notice of privacy practices and restrictions on protected health information. The first such notice and restrictions shall be given to the Business Associate no later than the date of the last signature to the Contract. In addition, the Agency agrees to the following:

- A. To provide the Business Associate with the notice of privacy practices the Agency produces in accordance with 45 CFR § 164.520, as well as any changes to such notice.
- B. To provide the Business Associate with any changes in, or revocation of, permission by an individual to use or disclose protected health information, if such changes affect the Business Associate's permitted or required uses and disclosures.
- C. To notify the Business Associate of any restriction to the use or disclosure of protected health information to which the Agency has agreed and which are applicable to the Business Associate, in accordance with 45 CFR § 164.522 and section 13405(a) of Public Law 111-5.
- D. To not request that the Business Associate use or disclose protected health information in any manner that would not be permissible under the Privacy and Security Rules if done by the Agency.

- E. To timely notify the Business Associate of any material violation of this attachment or material Privacy or Security violation by the Business Associate of which the Agency becomes aware. The Agency shall specify a time for the Business Associate, within which the Business Associate must cure the violation, if cure is possible, or within which the Business Associate must end the violation.

5. Special Business Associate Provisions

- A. **Amendments.** If the Contract must be amended to ensure compliance with the Privacy and Security Rules, the Parties shall meet in good faith to agree upon such amendments. If the Parties cannot agree upon such amendments, then either party may terminate the Contract upon thirty (30) days' prior written notice to the other party.
- B. **Interpretation.** Any ambiguity in this attachment shall be resolved in favor of a meaning that permits the Parties to comply with the Privacy and Security Rules. Nothing in the Contract shall be construed to allow or require either Party to violate such rules.
- C. **Notices.** In addition to the notice provisions set forth in the Contract, notices arising out of or from the provisions of this attachment shall be in writing and shall be deemed provided to each respective party if by personal delivery or by, at least, first class United States mail, postage prepaid. Written notices to the Agency shall be provided to the attention of the Agency's designated representative for this Contract and, by separate mailing, to the WDH Compliance Office, 401 Hathaway Building, Cheyenne, Wyoming 82002.
- D. **Termination.** In addition to the termination provisions in the General Provisions section of this Contract, the Contract may be terminated for cause if the Business Associate materially violates the terms of this attachment.
 - i. **Material Violation of Attachment.** Any violation by the Business Associate of any provision of this attachment or any other contract with the Agency which involves the use or disclosure of protected health information, as determined by the Agency, shall constitute a material violation and shall entitle the Agency to terminate this Contract immediately, seek related remedies, and to terminate all other contracts which involve the Business Associate in the use or disclosure of protected health information, by notifying the Business Associate of such termination.
 - ii. **Cure.** If the Agency receives evidence of a material violation of the obligations set forth herein, or of the Business Associate's primary contracts

with the Agency, and the Agency does not terminate this Contract pursuant to subsection “i” above, then the Agency may provide an opportunity to cure or end such violation, as applicable, within a reasonable timeframe specified by the Agency. If the Business Associate’s efforts to cure or end such violation are unsuccessful within the time specified, the Agency may terminate this Contract, where feasible, or if termination is not feasible, may report the Business Associate’s violation to the Secretary of Health and Human Services or his designee.

- iii. **Effect of Termination.** Upon termination of this Contract for any reason, the Business Associate shall return or destroy all protected health information, regardless of form so that the Business Associate retains no copies of protected health information received or created on behalf of the Agency. If return or destruction of all protected health information is not feasible, the Business Associate shall notify the Agency of the conditions that make return or destruction infeasible. Upon agreement between the parties that the return or destruction of the protected health information is infeasible, the Business Associate shall extend the protections of this attachment to such information, and further limit the use and disclosure of such information only to those purposes that make its return or destruction infeasible, for so long as the Business Associate maintains the information.
- iv. This provision applies equally to the Business Associate and any of its agents or subcontractors in possession or control of protected health information subject to this attachment.

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The following page(s) contain the backup material for Agenda Item: [9:25 Change in Position Allocation, Public Works](#)

*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.

Request for Change in Position Allocation

Current Classification Title of position if applicable: Senior Custodian Pay Grade: 104

Suggested Existing Classification Title for position: PT Custodian II Pay Grade: 102

Department Requesting Change in Allocation: Public Works

Explain Request for Change in Allocation and effect on the budget:

[REDACTED] is requesting to go to a part time position, she is currently a Senior Custodian. We currently have 2 part time positions unfilled. We are proposing moving her to a part time Custodian II position at twenty hours a week. We will then promote from within to back fill the open Senior Custodian position. These changes will allow us to potentially save us \$45,000 annually.

Department Head Signature:  Date: 3-9-2021

Submit this document to Human Resources/Risk Management Director for review. HR Director will forward to Budget Officer for review. Budget Officer will forward to the Commissioners' for approval. Please attach a list of actual job tasks to be performed and estimate the effect on the budget by Fiscal Year include source of funding.

Human Resources Review Date: 3-9-21

Request is: ☒ Forwarded ☐ Returned

Reason for action: _____

Human Resources Signature: 

Budget Officer Review Date: 3-9-21

Request is: ☒ Forwarded ☐ Returned

Reason for action: _____

Budget Officer Signature: 

County Commissioners Review Date: _____ - _____ - _____

Request is: ☐ Approved ☐ Denied

Chairperson Signature: _____ Date: _____

Distribution of Finalized Form: Original-HR; Copy-Classification File; Copy-Department Head

The following page(s) contain the backup material for Agenda Item: [9:30 Statement of Dissolution, Antelope Valley Business Park II ISD](#)

*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.

BEFORE THE BOARD OF COMMISSIONERS
IN AND FOR CAMPBELL COUNTY, WYOMING

STATEMENT OF DISSOLUTION OF THE ANTELOPE VALLEY BUSINESS PARK II
IMPROVEMENT AND SERVICE DISTRICT

The Board of County Commissioners in and for Campbell County, Wyoming, pursuant to W.S. 22-29-408 hereby states and confirms that the Antelope Valley Business Park II Improvement and Service District is hereby dissolved and its affairs liquidated pursuant to the Findings of Fact and Plan of Dissolution prepared in this matter and attached hereto.

DATED THIS _____ **day of** _____, 2021.

BOARD OF CAMPBELL COUNTY COMMISSIONERS

BY:

Robert Maul, Chairman

Rusty Bell, Member

D.G. Reardon, Member

Del Shelstad, Member

Colleen Faber, Member

ATTEST:

Susan Saunders, County Clerk

**BEFORE THE BOARD OF COMMISSIONERS
IN AND FOR CAMPBELL COUNTY**

IN THE MATTER OF THE DISSOLUTION OF:

Pursuant to: Resolution No. 2068

**ANTELOPE VALLEY BUSINESS PARK II
IMPROVEMENT AND SERVICE DISTRICT**

**FINDINGS OF FACT
AND
PLAN OF DISSOLUTION AND LIQUIDATION**

Pursuant to W.S. §22-29-402, the duly appointed district directors; Del Shelstad, Rusty Bell and Colleen Faber, appointed pursuant to W.S. §22-29-401(a)(v) for the sole purpose of dissolving the district, hereby submits the following Findings of Fact and Plan of Dissolution for the Antelope Valley Business Park II Improvement and Service District:

Findings of Fact

1. The amount of each outstanding bond, coupon and other indebtedness, with a general description of the indebtedness and the name of the holder and owner of each.

a. There is no known indebtedness for this district.

2. Description of each parcel of real property and interest in real property and the amount of delinquent taxes or assessments if acquired by such delinquency

a. The district does not own or have an interest in any real property.

3. Uncollected taxes, assessments and charges levied by the district and the amount upon each lot or tract of land:

a. There are no known uncollected taxes, assessments or charges levied by the district.

4. Description of personal property and all other assets of the District:

a. There is no known personal property or other assets owned by the District.

5. The estimated cost of dissolution:

a. The estimated cost of dissolution are publication costs incurred by Campbell County in the amount of \$49.88.

Plan of Dissolution and Liquidation

Dissolution of this District is being done because of the failure of the District to file its required annual report with the Wyoming Department of Audit. Accordingly, the appointed Board of Trustees sole purpose is to accomplish the dissolution at the request of the Wyoming Department and in accordance with the dictates of relevant Wyoming law.

RESPECTFULLY SUBMITTED:

**ANTELOPE VALLEY BUSINESS PARK II
IMPROVEMENT AND SERVICE DISTRICT**

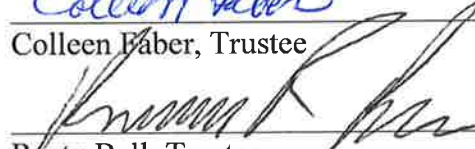
BY:



Del Shelstad, Trustee



Colleen Faber, Trustee



Rusty Bell, Trustee