

AMENDED AGENDA

CAMPBELL COUNTY BOARD OF COMMISSIONERS

COLLEEN FABER, Chairman
DEL SHELSTAD
JIM FORD
BUTCH KNUTSON
KELLEY MCCREERY

FEBRUARY 7, 2023

08:00 BOARD BRIEFING | 09:00 MEETING CALLED TO ORDER PLEDGE OF ALLEGIANCE

CONSENT AGENDA

- A. [Consent Agenda](#)

VOUCHERS

- B. Vouchers

COMMISSION CALENDAR OF EVENTS

- C. Commission Calendar

REGULAR BUSINESS

- D. [9:05 Board Appointments, Employee Recognition Committee](#) Jennifer Points
E. [9:10 Creation & Classification of Financial Coordinator, Fire Department](#) Brandy Elder
F. [9:15 Board Appointments, CARE Board](#) Kristin Young
G. [9:20 Board Appointment, Child Support Authority](#) Chairman Faber
H. [9:25 Amended County Commissioners Regular Meeting Schedule](#) Chairman Faber
I. [9:30 WCCA-Counties MOU to Revise the Greater Sage Grouse Plan](#) Chairman Faber
J. [9:35 Benner Estates Improvement & Service District Enlargement](#) Michelle Leiker
K. [9:40 Purchase Sale Agreement, CCSD Bus Barn/Warlow Drive](#) Matt Olsen
L. [9:45 Special Warranty Deed, CCSD Bus Barn/Warlow Drive](#) Matt Olsen
M. [9:50 First Amendment, Westwood High School Property Exchange MOU](#) Matt Olsen

PUBLIC HEARING

- N. [10:15 Retail Liquor License, Prairie Sky Venue](#) Cindy Lovelace

PUBLIC COMMENT

- O. 10:20 For the Good of the County*

WORKSHOPS

- P. 11:00 Public Records Ombudsman Darlena Potter
Q. 12:00 LUNCH
R. 1:30 VOA Services in Campbell County Aimee Foster
S. 2:00 Pre-Budget Process Discussion Grace Davis

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 Museum Board Meeting, December 20, 2022
Board of Commissioners Directors Meeting, January 3, 2023
Board of Commissioners Regular Meeting, January 4, 2023 – Corrected Minutes
Board of Commissioners Regular Meeting, January 17, 2023
Board of Commissioners Special Meeting, January 25, 2023
Board of Commissioners Fire Board Meeting, January 25, 2023

MONTHLY REPORTS

County Clerk – January 2023
Sheriff's Office – January 2023
941 Tax Report – 4th Quarter 2022
Workers Comp – 4th Quarter 2022

PAYROLL PAYMENTS

January 7, 2023; January 21, 2023

CANCELLATION/REBATE OF TAXES

2021-181, 2021-182, 2021-183, 2021-184, 2021-185

LINE ITEM TRANSFERS

Clerk

Transfer \$825.00 from 100023-60500 Election Judges to 100023-64000 Supplies
Transfer \$5,000.00 from 100023-63360 Election, Ballot, Coding to 100023-62260
Professional Services
Transfer \$5,000.00 from 100021-64000 Supplies to 100021-62260 Professional Services

Coroner

Transfer \$1,000.00 from 100091-60200 Part-Time Reg to 100091-64150 Gasoline

Parks and Recreation

Transfer \$1,000.00 from 100772-65080 Building Maintenance to 100772-65000 Veh/Eq
Repair/Maint-Veh Maint
Transfer \$140.00 from 100772-65080 Building Maintenance to 100774-64100
Clothing/Uniforms
Transfer \$150.00 from 100772-65080 Building Maintenance to 100772-63440 MiscExp
Transfer \$401.00 from 100774-64250 Landscaping Supplies to 100774-65000 Veh/Eq
Repair/Maint-Veh Maint

OFFICIAL BOND AND OATH

Campbell County Predator Management Board – Kenda Ann Ford
Campbell County School District – Joseph Lawrence
Campbell County Treasurer – Rachael Knust
Pinnacle Heights Improvement & Service District – Anita Czapeczka

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POSITION VACANCY JUSTIFICATIONS

Attorney's Office – Deputy County Attorney

Attorney's Office – Legal Assistant

Children's Developmental Services – Early Childhood Instructor

Children's Developmental Services – Early Childhood Special Education Instructor (2 Positions)

Children's Developmental Services – Instructional Assistant

Library – Reference Services Specialist

Public Works – Custodial

Road & Bridge – Equipment Operator (2 Positions)

Sheriff's Office – Administrative Assistant (2 Positions)

Sheriff's Office – Detention Officer (3 Positions)

HAND WARRANTS

Campco Federal Credit Union	\$150.00
Circuit Court of Campbell County	488.05
Campbell County Treasurer – FLX/HSA	291,952.21
Great West Trust Company	28,960.00
Wyoming Child Support	1,320.13
CCEHBTA – Health/Dental	733,649.46
Delta Dental Plan of Wyoming	1,668.20
Gallagher Benefit Services (Reliance)	18,227.99
VSP of Wyoming	7,703.26
WAG – Criminal Investigation	30.00
IRS Department of Treasury	236.78
Wyoming Department of Revenue & Taxation	127.64
WAG – Criminal Investigation	30.00
Campco Federal Credit Union	150.00
Campbell County Clerk Tax Account	280,165.55
Campbell County Treasurer – FLX/HSA	45,588.05
Great West Trust Company	28,470.00
Sheridan County Circuit Court	316.10
Wyoming Child Support	1,320.13
Wyoming Department of Revenue & Taxation	526.83
Campbell County Clerk Tax Account	25,944.84
CCEHBTA – AFLAC	16,866.46
Campbell County Treasurer – FLX/HSA	6,245.82
Great West Trust Company	2,425.00
HM Life Insurance	171,559.64
Workers Compensation Division	108,747.75
CCEHBTA – Health/Dental	740,277.16
Delta Dental Plan of Wyoming	1,725.20
Gallagher Benefit Services (Reliance)	19,826.19
Vision Service Plan of Wyoming	7,931.69

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

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Office of County Commissioners
December 20, 2022
Gillette, WY

Museum Board Meeting

The Campbell County Board of Commissioners attended the Rockpile Museum Board of Directors meeting, Tuesday, December 20, 2022, at 6:00 PM.

Present were: Del Shelstad, Colleen Faber, Bob Maul, Don Hamm, Commissioners; Kelley McCreery, Commissioner Elect, Denton Knapp, Commissioners Administrative Director; Lucas Fralick, Board President; Rita Cossitt Mueller, Rocky Maruqiss, Tom Holm, Museum Board Members; Robert Henning, Museum Director.

Executive Session to discuss land acquisition was held.

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

Denton Knapp, Executive Director
Board of County Commissioners

Del Shelstad, Chairman
Board of County Commissioners

Office of County Commissioners
January 3, 2023
Gillette, Wyoming

Directors Workshop

The Campbell County Board of Commissioners met for a Directors Workshop, Tuesday, January 3, 2023, at 1:30 PM.

Present were Colleen Faber, Butch Knutson, Kelley McCreery, Jim Ford, Commissioners; Jeff Bender, Fire Department Chief; Robert Henning, Museum Director; Jim Lyon, Juvenile Services Director; Bob Tranas, Children's Developmental Services Director; Kim Fry, Extension Office; Jane Glaser, Public Health Director; Brandy Elder, HR Director; Todd Chatfield, Airport Director; Leslie Perkins, Community & Government Relations Coordinator; Kyle Ferris, Deputy County Attorney; Pam Merchen, Clerk of District Court; Rachel Knust, County Treasurer; Troy Clements, County Assessor; Dwayne Dillinger, Parks & Recreation Director; Phil Harvey, IT Director; Chad Beeman, Adult Treatment Courts Coordinator; Matt Olsen, Public Works Director; Paul Wallem, County Coroner; Kelly Wallem, County Attorney Office Manager; Kevin Geis, Road & Bridge Director; Scott Matheny, County Sheriff; Denton Knapp, Commissioners Executive Director; Nathan Henkes, County Attorney; Grace Davis, Chief Deputy Clerk; Cindy Lovelace, County Clerk. Commissioner Del Shelstad was absent from the meeting. Mary Stroka, County 17; Jonathan Gallardo, Gillette News Record

Introduction of Elected Officials/Directors/Managers to Newly Elected Commissioners

Liaison Report – Commissioner Faber reported Commissioner Liaisons have been determined.

Human Resources – Brandy Elder gave staffing update and reported that open enrollment has been finalized.

Road & Bridge – Kevin Geis reported snowplows and sanders have been busy. T-7 road relocations bids will be awarded 1/20/23. Gave update on Bishop Road relocation project. Reported Buckskin mine wants to relocate south end of Collins Road and have offered to pay.

Public Works – Matt Olsen – Reported Barlow Road bridge has been identified as being critical to be replaced by WYDOT. Gave update on Hayden Livestock Road proposal. Gave update on Bishop Road agreement with Campbell County and State of Wyoming for use of county roads to access coal. The current plan is to pave it. Gave update on new Bus Barn location and land transfer. The proposal should be ready to present in February. Reported Pronghorn EDA Grant is currently going through zoning. Gave update on Camporee project – grading is complete for amphitheater. Gave update on Courthouse Annex – during demolition they found an old elevator shaft which required them to change some floorplans.

There being no further business to come before the Commissioners, the meeting was adjourned at 2:28 PM.

Cindy Lovelace, County Clerk
Board of County Commissioners

Colleen Faber, Chairman
Board of County Commissioners

Office of County Commissioners
January 4, 2023
Gillette, Wyoming

The Campbell County Board of Commissioners met in regular session, Wednesday, January 4, 2023. Chairman Shelstad called the meeting to order at 9:00 AM. Father Bryce Lungren (St Matthew's Catholic Church) led in prayer and Chairman Shelstad led the Pledge of Allegiance.

Present were Commissioners Butch Knutson, Kelley McCreery, Del Shelstad, Colleen Faber, Jim Ford; Grace Davis, Chief Deputy County Clerk; Cindy Lovelace, County Clerk; Denton Knapp, Commissioners Executive Director and Kyle Ferris, Deputy County Attorney.

The following consent agenda was presented:

MINUTES

Board of Commissioners Executive Session, October 17, 2022
Board of Commissioners Executive Session, November 1, 2022
Board of Commissioners Directors Workshop, December 19, 2022
Board of Commissioners Regular Meeting, December 20, 2022
Board of Commissioners Executive Session, December 20, 2022
Board of Commissioners Special Meeting, December 22, 2022

PAYROLL PAYMENTS

December 10, 2022; December 24, 2022; December 31, 2022

CANCELLATION/REBATE OF TAXES

2021-175, 2021-176

CREDIT CARD REQUESTS

Cindy Lovelace, County Clerk – Credit Limit \$5,000

COMMISSIONERS

Jim Ford, Commissioner – Credit Limit \$5,000
Butch Knutson, Commissioner – Credit Limit \$5,000
Kelley McCreery, Commissioner – Credit Limit \$5,000

DESIGNATION OF DEPOSITORIES

Approval of the financial institutions on the Certificate of Designation of Depositories as designated depositories of Campbell County's funds for calendar year 2023, pursuant to Wyoming Statute §9-4-818(a).

LINE ITEM TRANSFERS

Transfer \$4,150.00 from 100023-60500 Election Judges to 100023-64000 Supplies

JUVENILE SERVICES

Transfer \$1,250.00 from 100454-64050 Office/Computer Supplies to 100454-63420 Special Event/Program Cost

OFFICIAL BOND AND OATH

Campbell County Hospital District – Public Official Bond – Alan E. Stuber
Green Valley Improvement & Service District – Elaine Becker

POSITION VACANCY JUSTIFICATIONS

Clerk of District Court – Clerk I (2 Positions)
County Clerk – Accounting Manager
Parks and Recreation – Parks Maintenance Tech
Public Health – Administrative Assistant

HAND WARRANTS

Wyoming Department of Review & Taxation	\$1,094.69
HM Life Insurance	169,985.34
WAG – Division of Criminal Investigations	15.00
Campco Federal Credit Union	1,100.00
Circuit Court of Campbell County	472.23
Campbell County Clerk Tax Account	340,652.61
Campbell County Treasurer – FLX/HSA	2,166.28
Great West Trust Company	33,925.00
Wyoming Child Support	991.37

Commissioner Faber moved to approve all items of the Consent Agenda as presented. Commissioner Ford seconded the motion. All Voted – Aye. Carried.

Commissioner Ford moved to approve the vouchers as presented.

Commissioner Faber seconded the motion. All Voted – Aye. Carried.

A I Distributors	Lubricants	\$1,037.24
Action Lock Key	Building Maintenance	\$95.00
AdBay Com	County Matching Market Grant	\$2,275.00
Airport IFE Services	Professional Services	\$2,700.00
Alignment Pros	Vehicle/Equip Repair/Maint	\$1,637.71
Alsco	Professional Services	\$166.29
Alternative Propane	Vehicle/Equip Repair/Maint/Utilities	\$4,062.85
Amazon Capital Svc	Postage & Freight	\$45.42
Amazon Courthouse	Supplies/Postage & Freight	\$827.46
Amazon Library	Postage & Freight	\$379.39
American Family Life Assurance	Payroll Deductions	\$32.38
American Millennium	Communication/Network Expense	\$56.55
American Shooters	Law Enforcement Supplies	\$1,810.00
American Welding	Sp.Event/Supplies/Vehicle/Maint	\$429.85
Animal Medical Cntr	Law Enforcement Supplies	\$25.40
Applied Concepts	Cap Outlay - Vehicles	\$394.75
Architectural Spec	Building Maintenance	\$498.00
Ark Land Company	Communication/Network Expense	\$500.00
Arrow Printing Grap	Office Supplies/Promo/Lgl Notice	\$1,420.00
ATT Airport	Comm/Network Expense	\$175.50

ATT Childrens Devel	Fed Op Grant HlthWelCult Rec	\$137.60
ATT Emergency Mgmt	Comm/Network Expense	\$165.12
ATT Park Recreation	Comm/Network Expense	\$232.71
Axis Forensic Tox	Radiology,Lab,Tox Services	\$820.00
Background Invest	Special Event	\$195.45
Bailey Jr., Ernest G	State Op Grant Pub Safety	\$82.50
Baker Taylor Cont	Postage & Freight	\$207.94
Bargreen Ellingson	Postage & Freight	\$345.00
Basin Radio Network	Matching Mrkt Grant/Public Relations	\$845.02
Bauder, Trena R.	Reimbursement Expense	\$453.00
Big Horn Tire	Vehicle/Equip Repair/Maint	\$76.00
Big Sky Communicat	Cap Outlay - Equipment	\$2,490.00
Bighorn Hydraulics	Vehicle/Equip Repair/Maint/Postage	\$413.84
Black Diamond Inves	Special Event	\$300.00
Black Hills Chemical	Postage & Freight	\$394.64
Black Hills Enrg Gas	Utilities	\$100,839.25
Black Hills Pioneer	County Matching Market Grant	\$724.00
Blackstone Audio	Non-Print Materials	\$1,547.42
Bobcat Of Gillette	Vehicle/Equip Repair/Maint	\$2,199.10
Bomgaars	Special Event/Tools/Supplies/Bldg Maint	\$1,055.97
Border States Elec	Supplies/Postage	\$887.07
Boys Girls Club Cc	1% Hum Serv & Extern Sub Ab	\$2,323.35
Breannas Bakery	Special Event	\$17.00
Brown Kennedy Ranch	Royalty/Easements	\$451.84
Burns McDonnell Eng	Reclamation/Remediation/Cmp	\$18,613.48
Cash Wa Distributing	Food Service/Supplies	\$8,111.55
Casper College	Misc Expense	\$500.00
Casper Star Tribune	Fed Op Grant Pub Works	\$241.72
CBH Co Op	Supplies/Misc Expense	\$312.62
CC Chamber Of Commer	Meals/Lodging/Special Event	\$55.00
CC Dist Crt Rev Wit	Jurors & Witness Fees	\$2,206.27
CC Health Misc	Wellness/Meals/Lodging	\$1,486.00
CC Health Patient	Medical Services/Claims	\$11,969.00
CC Historical Society	Merch/Supplies for Resale	\$80.00
CC School Dist Coop	Janitorial Supplies	\$1,021.06
CC School Dist Misc	Supplies	\$1,306.43
CDW Government	Cap Outlay-Computer/Tech Equip	\$1,257.65
Center Point Large	Books/Printed Materials	\$581.45
Centurylink Airprt	Comm/Network Expense	\$526.61
Centurylink Long Dis	Comm/Network Expense	\$1,246.80
Centurylink Phone	Comm/Network Expense	\$17,196.85
Charm Tex	Inmate Supplies	\$625.10
Charter Comm Cable	Comm/Network Expense	\$2,050.60
City Gillette Misc	Office Equip/Maint/Prof Servicess	\$855.00
City Gillette Util	Fed Op Grant Pub Works/Utilites	\$83,152.44
Clear Creek Counsel	Medical Services/Claims	\$340.00
Climate Control Syst	CCJPFB Maintenance	\$903.48

CNA Surety	Professional Liability Ins	\$2,040.00
Coast Coast Solut	Special Event	\$390.84
Collection Prof	Professional Services	\$262.65
Collins Commun	Media/Subscriptions/Periodical/	
	CCJPFB Maint/Prof Services	\$5,678.38
Computer Proj II	Software	\$198.00
Contractors Supply	Building Maint/Supplies/Postage	\$4,490.08
Cordant Health Solut	State Op Grant Pub Safety/	
	Med Services/Special Event	\$2,380.98
Coremr	Software	\$500.00
Council Commnity Svc	Fed Op Grant HlthWelCult Rec/	
	Special Event	\$23,515.47
Counseling Connect	Local Op Grant Pub Safety	\$3,085.00
CPS Distributors	Special Event	\$410.00
Cranston, Janet M.	Comm/Network Expense	\$300.00
Crescent Electric	Bldg Maintenance	\$63.95
Crum Electric Supply	Bldg Maintenance	\$666.55
CT Accessories	Cap Outlay - Vehicles	\$245.00
Cue Health	Fed Op Grant HlthWelCult Rec	\$1,959.72
Cummins Sales Svc	Bldg & Vehicle Maintenance	\$7,643.05
Curalinc Healthcare	Employee Assistance Program	\$2,053.20
Custom Graphix Signs	Cap Outlay - Vehicles	\$600.00
Dads Truck And Auto	Professional Services	\$906.00
Days Inn Cheyenne	EE Dev Meet Air Meal Lodg	\$312.00
Dell Marketing	Software	\$5,260.29
Demco	Supplies	\$2,950.45
Design Construction	1% CO Rd Main & Pave Mgmt	\$250,154.00
Developmental Presch	Prof Services	\$141.67
Discount School	Fed Op Grant HlthWelCult Rec	\$16,273.31
Douglas Budget	County Matching Market Grant	\$600.00
Draggin Towing	Prof Services	\$210.00
DRU Consulting	Prof Services	\$2,500.00
Eastman, Suzanne M.	Reimbursement Expense	\$100.00
Ecolab Pest Elimin	Bldg Maintenance	\$134.46
EDMO Distributors	Postage & Freight	\$151.96
EX Thirty Five Creat	Fed Op Grant HlthWelCult Rec	\$1,500.00
Espresso Lube	Vehicle/Equip Repair/Maint	\$646.83
Fairbanks Scales	Vehicle/Equip Repair/Maint	\$9,833.68
Farmer Brothers Co	Food Service & Supplies	\$755.60
Fastcase	Law Library	\$250.00
FIB Mstrcrd Airport	Software	\$144.00
FIB Mstrcrd Library	EE Dev Meet Air Meal Lodg	\$198.77
FIB Mstrcrd Park Rec	Public Relations/Promotions	\$5,458.62
First Natl Bnk Visa	Investigation/Trial/Reimb Exp/Meal	
	/Lodging/Postage/State Op	
	Grant Pub Safety/Dues/Promotions	\$26,929.20
Flogistix Wyoming	Bldg Maintenance	\$921.48

Floyds Truck Center	Postage	\$633.92
Forensic Medicine	Medical Services/Claims	\$4,000.00
Gale Cengage Learn	Printed Materials	\$1,523.82
Gary Brink	Janitorial Supplies	\$1,025.18
Gillette Comm Colleg	EE Dev Meet Air Meal Lodg?Misc Exp	\$640.00
Gillette News Record	County Matching Market Grant/ Subscription/Publications	\$5,375.39
Gillette Printing	Office Supplies/Printing	\$1,930.13
Gillette Reprod Hlth	Fed Op Grant HlthWelCult Rec	\$7,525.00
Gillette Steel	Bldg Maintenance	\$43.00
Gillette Swim Team	1% Youth Programs/Equip	\$3,000.00
Gillette Transport	Professional Services	\$150.00
Gillette Winsupply	Bldg Maintenance	\$1,418.74
Git R Done Site Svc	Supplies	\$125.00
Global HR Research	Medical Supplies	\$572.00
Grimms Pump Industrl	FenceBridgeFuel Storage Maint	\$863.56
Hakert, Richard J.	Royalty Payments/Easements	\$3,009.60
Hanson, Mark	Fuel	\$70.51
Hawkins	Utilities/Supplies	\$4,576.65
HDR Engineering	Cap Outlay-Rd Bridge Runwy	\$649.75
Health EdCo	Fed Op Grant HlthWelCult Rec	\$344.96
Hitt, Bruce L.	Comm/Network Expense	\$300.00
Hitt, Joe A.	Comm/Network Expense	\$300.00
Homax Oil Sales	Lubricants/Fuel	\$100,783.13
Home Depot Childrens	Supplies	\$58.45
Home Depot Parks Rec	Program Cost	\$398.97
Home Depot Sheriff	Bldg Maintenance	\$58.92
Home Fire Foods	EE Dev Meet Air Meal Lodg	\$49.00
Humphrey Law	Legal/Court Costs	\$7,630.73
IBM Corp	OfficeEquip/Computer/TechLease	\$17,800.45
Information Usa	Electronic Materials	\$3,200.00
Ingersoll Rand	Postage & Freight	\$61.35
Ingram Book	Merch/Supplies for Resale	\$15.99
Inland Truck Parts	Postage & Freight/Supplies	\$3,189.04
Internat Police Chap	Dues	\$125.00
Interstate Batt BH	Vehicle/Equip Repair/Maint	\$149.75
Jaynes, Carla R.	Fees	\$115.00
Jimmy Johns	Special Event	\$77.48
Jims Heating Ac Ref	Professional Services	\$2,940.00
Johnstone Supply	Bldg Maintenance	\$133.77
K Two Technologies	Cap Outlay-Computer/Tech Equip	\$6,576.44
KanopyElectronic	Materials	\$286.00
Kimball Midwest	Supplies	\$806.05
KSLT KLMP KTPT	County Matching Market Grant	\$330.00
Les Schwab Tires	Vehicle/Equip Repair/Maint	\$555.86
Lexisnexis	Printed Materials/Postage	\$1,207.12
Library Foundation	Postage & Freight	\$131.86

Little Sprouts	Professional Services	\$600.00
Little Tikes Daycare	Professional Services	\$115.00
Lubnau Law Office	Legal/Court Costs	\$1,347.50
Lynns Auto Repair	Vehicle/Equip Repair/Maint	\$422.33
Macpherson Thompson	Legal/Court Costs	\$80.00
MAD Transportation	Professional Services	\$90.00
Mark Thomas Company	Supplies	\$344.00
Martinez, Mayra	Professional Services	\$52.50
McMahon, Pamela K.	Legal/Court Costs	\$1,615.25
Means First Ext Ws	Utilities	\$202.90
Medical Arts Lab	Medical Services/Claims	\$3,247.00
Menards Landfill	Supplies	\$71.17
Menards Maintenance	Supplies	\$302.09
Menards Museum	Program Cost	\$149.90
Menards Park Rec	Program Cost	\$750.14
Menards Road Bridge	Supplies	\$402.85
Menards Sheriff	Bldg Maintenance	\$7.28
Midland Implement Co	Supplies	\$200.77
Midwest Tapes	Supplies	\$629.94
Motor Power Casper	Postage & Freight	\$1,411.98
Motorola Solut Maint	Comm/Network Expense/ Cap Outlay Vehicles	\$8,442.23
MSR West	Supplies	\$1,369.99
Naramore, James J Md	Medical Services/Claims	\$1,000.00
NMS Labs	Investigation and Trial	\$297.00
Norco	Vehicle/Equip Repair/Maint/Supplies	\$17,202.65
OAG Flightview	County Matching Market Grant	\$577.25
ODP Business Solutio	Office/Computer Supplies	\$3,034.95
Office Shop	Office Equip Maint Contracts	\$251.09
Optum Flex	Professional Services	\$292.50
Optum HSA	Professional Services	\$1,124.50
Oreilly Auto Parts	Vehicle/Equip Repair/Maint	\$353.38
Overdrive	Electronic Materials	\$3,282.73
Paintbrush Services	Vehicle/Equip Repair/Maint	\$1,168.00
PB Attorney	Office/Computer Supplies	\$91.29
PB Global Airprt	OfficeEquip/Computer/TechLease	\$142.53
PB Global Attorney	Mach/Vehicle/Equip Lease Rent	\$173.04
PB Global Dist Crt	OfficeEquip/Computer/TechLease	\$540.87
Penworthy Company	Printed Materials	\$518.36
Peregrine Global	EE Dev Meet Air Meal Lodg	\$3,017.00
Permacard	Postage & Freight	\$286.03
Personal Frontiers	Medical Services/Claims	\$1,235.00
Peterbilt Of Wyoming	Postage & Freight	\$61.49
PFM Asset Management	Professional Services	\$9,666.35
Pharmchem	Professional Services	\$251.60
Plainsman Printing	Postage & Freight	\$4,213.59
Powder River En Utl	Utilities	\$25,986.47

Powder River Exam	County Matching Market Grant	\$120.00
Powder River Heating	Building Maintenance	\$214.69
Purvis Industries	Grounds/Bldg/Vehicle Maintenance	\$1,833.90
Qdoba Mexican Grill	Board/Committee Expenses	\$519.00
Rail Yard	Program Cost	\$434.00
Rain Locker Car Wash	Vehicle/Equip Repair/Maint	\$136.16
Raisley Painting	1% Cap Fac Maint Rep Cap Out	\$1,500.00
Ramkota Hotel Caspr	EE Dev Meet Air Meal Lodg	\$1,225.00
Razor City Locksmith	Supplies	\$10.00
Record Supply	Supplies/Vehicle Maint	\$2,737.23
Ricardos Cleaning	Janitorial Supplies	\$1,920.00
Rocky Mtn Business	Office Equip Maint Contracts	\$3,428.61
Rocky Mtn Fire Sys	CCJPFB Maintenance	\$1,006.00
S & S Builders	Professional Services	\$24,261.90
Sams Land	Royalty Payments/Easements	\$708.00
Schaeffer Manuf	Fuel	\$7,980.61
Schools In	Fed Op Grant HlthWelCult Rec	\$1,174.02
Schutz Foss Archit	Cap Outlay - Buildings Improv	\$14,242.00
Second Chance Minist	1% Hum Serv & Extern Sub Ab	\$509.41
Sentinel Offender	Electronic Monitoring/ State Op Grant Pub Safety	\$597.00
Servall Uniform	Clothing/Uniforms	\$650.52
Simpsons Printing	Office/Computer Supplies	\$399.00
Sirchie Fingerprint	Postage/Freight	\$66.31
Sitech Wyoming	Vehicle/Equip Repair/Maint	\$190.00
Snap On Tools K J	Tools	\$240.35
Source Office Tech	Office/Computer Supplies	\$2,491.95
Southland Medical	Supplies	\$714.88
Spencer Fluid Power	Vehicle/Equip Repair/Maint	\$871.16
Step Stone Counselin	State/FedOp Grant Pub Safety	\$6,131.84
Summit Fire Protect	Building Maintenance	\$231.25
Summit Food Services	Professional Services	\$255.79
Sundahl Powers Kapp	Legal/Court Costs	\$611.52
Sundance Times	County Matching Market Grant	\$325.00
Tabbert, Janell J.	Reimbursement Expense	\$353.00
The Grease Barrel	Vehicle/Equip Repair/Maint	\$1,135.32
The Range	Board and Committee Expenses	\$55.15
Thomas Y Pickett	Professional Services	\$13,500.00
Thomson Reuters West	Media/Subscriptions	\$783.60
Thunder Basin Ford	Vehicle/Equip Repair/Maint	\$359.45
Thyssenkrupp Elevat	CCJPFB Maintenance	\$243.49
Tin Cup	Cap Outlay - Buildings Improv	\$3,014.00
Top Office Products	Supplies/Furn/Equi Repair & Maint	\$724.23
Toro NSN	Professional Services	\$500.00
Tri State Truck Equi	Postage/Freight	\$1,453.00
Trinity Services Grp	Food Service and Supplies	\$32,604.50
Tru Tech Products	Supplies	\$30.98

Tyler Tech	Professional Services	\$17,300.00
U S Post CDS	Postage/Freight	\$120.00
U S Post Clerk	Postage/Freight	\$1,410.00
Unique Management	Software Cost	\$133.90
United Parcel Serv	Postage/Freight	\$43.08
Universal Athletic	Program Cost/Supplies	\$2,155.05
Urbin Law Office	Legal/Court Costs	\$1,603.25
US Imaging	Professional Services	\$21,790.39
Uw Financial Aid	Misc Expense	\$500.00
Verizon Adlt Drg Crt	Comm/Network Expense	\$145.90
Verizon Emergency Mgmt	Comm/Network Expense	\$38.52
Verizon Juv Prob	Comm/Network Expense	\$248.90
Verizon Public Hlth	Comm/Network Expense	\$251.55
Verizon Public Works	Comm/Network Expense	\$636.73
Verizon Sheriff	Comm/Network Expense	\$4,829.60
Veto Enterprises	Vehicles \$	4,780.56
Violet Communication	Fed Op Grant Gen Gov	\$10,116.40
Visionary Broadband	Comm/Network Expense	\$6,801.46
Visitation Advocacy	1% Hum Serv & Extern Sub Ab	\$4,653.97
Vista Leasing Co	OfficeEquip/Computer/TechLease	\$2,206.80
Vital Records Cont	Professional Services	\$200.00
Walmart Children Dev	Supplies	\$814.48
Walmart Clerk	Supplies	\$26.94
Walmart Extension	Supplies	\$159.65
Walmart Human Res	Program Cost	\$39.35
Walmart Juvenile Fam	State Op Grant Pub Safety	\$482.73
Walmart Landfill	Supplies	\$472.00
Walmart Library	Program Cost	\$167.57
Walmart Museum	Program Cost	\$132.80
Walmart Park Rec	Program Cost	\$17,952.32
Walmart Public Hlth	Medical Supplies	\$15.12
Walmart Sheriff	Misc Expense	\$671.43
Waste Connections	Fed Op Grant Works/Insurance/Utilities	\$3,185.56
Water Guy	Professional Services	\$1,335.23
Watson, Wade	Warning Com Repair/Maint	\$118.73
Welborn Sullivan Mec	Legal/Court Costs	\$4,440.00
Wesco Distribution	Supplies	\$43.20
Western Stationers	Office/Computer Supplies	\$2,598.06
Western Waste Sol	Utilities	\$991.50
Weston Co Gazette	County Matching Market Grant	\$42.00
Westwood Pharmacy	Medical Services/Claims	\$3,634.71
Wex Fleet Universal	Fuel	\$1,167.09
Whites Canyon Motors	Vehicle/Equip Repair/Maint	\$883.60
Whites Frontier Mtrs	Fed Op Grant HlthWelCult Rec/ Vehicle Repair/Maint	\$1,505.46
Whole Life Counsel	Fed Op Grant HlthWelCult Rec	\$900.00
Winland Car Wash	Vehicle/Equip Repair/Maint	\$9.94

Woodway Usa	Cap Outlay - Equipment	\$6,425.00
Work Warehouse	Program Cost	\$150.00
Worldwash	CCJPFB Maint	\$575.00
WPS Publish	Supplies	\$2,854.50
Wright Centenil Musm	Merch/Supplies for Resale	\$100.00
Wright Water Sewer	Utilities	\$438.50
WY Dept Health Prevt	Medical Services/Claims	\$406.00
WY Enterprise Tech	Office Equip Maint Contracts	\$19.70
WY Family Services	Office/Computer Supplies	\$20.00
WY Sec State Notary	Office/Computer Supplies	\$60.00
WY State Library	Professional Services	\$37,852.06
Wyo Sheriffs Assn	Assn Dues, Fees and Licensure	\$687.00
Wyoming County Comm	EE Dev Meet Air Meal Lodg	\$500.00
Wyoming Machinery	Vehicle/Equip Repair/Maint/Freight	\$49,350.96
Wyoming Retirement System	LifePayroll Deductions	\$592.00
Wyoming Retirment System	Payroll Run December	\$677,450.78
Wyoming Rural Water	Assn Dues, Fees and Licensure	\$125.00
Wyoming Water Sol	Supplies/Bldg Maint/Prof Services	\$546.19
XESI Document Soluti	Tech Hardware Maint Contracts	\$3,285.00
Youth Emergency Serv	1% Hum Serv & Extern Sub Ab/ State Op Grant Pub Safety/ Prof Services	\$32,072.85
Z Mill	Mach/Vehicle/Equip Lease Rent	\$3,000.00

Chairman Shelstad presented the Commissioners upcoming calendar of events.

Commissioner Knutson move the Board select Colleen Faber to serve as Chairwoman of the Campbell County Board of Commissioners for 2023. Commissioner McCreery seconded the motion. All Voted – Aye. Carried.

Newly appointed Chairwoman Faber presided over the remainder of the meeting.

Commissioner Shelstad moved to approve Resolution Number 2038 authorizing other Commissioners to act in the absence of the Chairman, as presented. Commissioner Ford seconded. All Voted – Aye. Carried.

Commissioner Shelstad moved to designate the Gillette News Record as the official newspaper of Campbell County for calendar year 2023, pursuant to W.S. §18-3-517. Commissioner Knutson seconded. All Voted – Aye. Carried.

Commissioner Shelstad moved to approve the Commissioner Designated Board Liaisons for 2023, as presented. Commissioner Ford seconded. All Voted – Aye. Carried.

Commissioner McCreery moved the Board appoint Butch Knutson and Matt Olsen to the Energy Capital Economic Development Board representing Campbell County, to serve a three-year term ending December 31, 2026.

Commissioner Ford seconded. All Voted – Aye. Carried.

Commissioner Shelstad moved the Board appoint Larry Smith, Representing Area 3, and Chuck Tweedy, Representing Area 4, to the Weed and Pest Board to each serve a four-year term, ending January 5, 2027. Commissioner Knutson seconded. All Voted – Aye. Carried.

Denton Knapp recognized Kristin Young, Grant Specialist in the Office of Commissioners for completing the NACo High Performance Leadership Academy.

Commissioner Ford moved to approve the Resolution Number 2039 on the Intended Use of Revenue from Optional One Percent Sales Tax, for the period of January 1, 2023 through December 31, 2026, as presented. Commissioner Knutson seconded. All Voted – Aye. Carried.

Commissioner Shelstad moved approve the Funding Agreement between Wyoming Energy Authority and Campbell County for the Bishop Road Reconstruction Project, in the amount up to \$5,000,000 with a local match of up to \$5,000,000 with the term ending on June 30, 2024, as presented. Commissioner Knutson seconded. All Voted – Aye. Carried.

Public comment was received.

There being no further business to come before the Board of Commissioners, the meeting was adjourned at 10:17 AM. The next regular meeting of the Commissioners will be held Tuesday, January 17, 2023, at 9:00 AM in the Commissioners Chambers in the Courthouse.

Cindy Lovelace, County Clerk
Board of County Commissioners

Colleen Faber, Chairman
Board of County Commissioners

In accordance with W.S. 18-3-516(f) the required County Notices of Publication are available on the County's Website at: www.ccgov.net

Office of County Commissioners
January 17, 2023
Gillette, Wyoming

The Campbell County Board of Commissioners met in regular session, Tuesday, January 17, 2023. Chairman Faber called the meeting to order at 9:00 AM. Commissioner McCreery led in prayer and Commissioner Knutson led the Pledge of Allegiance.

Present were Colleen Faber, Butch Knutson, Kelley McCreery, Del Shelstad, Jim Ford, Commissioners; Cindy Lovelace, County Clerk; Kyle Ferris, Deputy County Attorney.

The following consent agenda was presented:

MINUTES

Board of Commissioners Executive Session, December 5, 2022
Board of Commissioners Regular Meeting, January 4, 2023

MONTHLY REPORTS

Clerk of District Court – December 2022
County Clerk – December 2022
Sheriff's Office – October 2022
Sheriff's Office – December 2022
Treasurer's Office – December 2022

CANCELLATION/REBATE OF TAXES

#177, 179, 180 AGREEMENTS
Amendment One to the Community Services Block Grant (CSBG) Contract between the Wyoming Department of Health, Public Health Division and Campbell County to increase the total contract amount by \$5,733 to \$230,023

COMMISSIONER DESIGNATED BOARD LIAISON LIST REVISED

Del Shelstad – Removed Local Revenue Estimating Group
Jim Ford – Added Community Juvenile Services Board

LINE ITEM TRANSFERS

Airport Transfer \$40,000.00 from 100752-68120 Cap Outlay – Buildings to 100752-68200 Cap Outlay – Equip
Library Transfer \$120.00 from 100711-64000 Supplies to 100711-65000 Vehicle/Equip/Repair/Maint

MILEAGE RATES

Adoption of Internal Revenue Service 2023 Mileage Rates to \$.655 (65.5¢ per mile) for Business Mileage and \$.22 (22¢ per mile) for Medical Mileage.

OFFICIAL BOND AND OATH

Board of Cooperative Higher Education Services – Joseph Lawrence
Campbell County – Public Official Bond – Colleen Faber

POSITION VACANCY JUSTIFICATIONS

County Clerk Office – Accounting Specialist

HAND WARRANTS

Campbell County Clerk Tax Account \$301,732.92
Campbell County Fire Department 984,871.50
Campbell County Public Land Board 268,228.25
Gillette Community College District 500.00
University of Wyoming 1,000.00

Commissioner Shelstad moved to approve all items of the Consent Agenda as presented. Commissioner Knutson seconded the motion. All Voted – Aye. Carried.

Commissioner Ford presented the Commissioners upcoming calendar of events.

Commissioner Shelstad moved the Board approve the submission of the EMPG-ARPA Grant Application purchase 18 Motorola APX800 Radios for Campbell County Public Health, in the amount of \$78,923.52 with Wyoming Department of Health providing the 50% match of \$39,461.76, as presented. Commissioner Knutson seconded the motion. All voted – Aye. Carried

Commissioner McCreery moved to approve the Campbell County Adult Treatment Court's application to the Wyoming Department of Health for Fiscal Year 2024 Court Supervised Treatment Program operating grant, in the amount of \$374,186.40, and with a local match in the amount of \$93,547.00, as presented. Commissioner Shelstad seconded the motion. All voted – Aye. Carried

Commissioner Ford moved the Board accept the resignation of Mitch Damsky and appoint Greg Steward, Prosecuting Attorney, to serve an unexpired three (3) year term ending December 31, 2023; appoint Joseph Bolton, At Large, to serve a three (3) year term ending December 31, 2025; reappoint Janeice Lynch, Probation/Community Supervision, to serve a three (3) year term ending December 31, 2025; and reappoint Nicki Bowden, Advisory/Former Treatment Court Graduate, to serve a one (1) year term ending December 31, 2023; appointing all members to the Adult Treatment Courts Board. Commissioner Shelstad seconded the motion. All voted – Aye. Carried

Commissioner Knutson moved the Board approve the Campbell County Juvenile & Family Drug Court's application to the Wyoming Department of Health for Fiscal Year 2023 Court Supervised Treatment Program operating grant, in the amount of \$144,429 with a local match of \$36,252, as presented. Commissioner McCreery seconded the motion. All voted – Aye. Carried

Commissioner Shelstad moved the Board approve the Fischer Simple Subdivision Request, Case Number 22.06.CRSD, to divide 40.182-acres into two parcels: Parcel 1 a 10.017-acre parcel and Parcel 2 a 30.165-acre parcel, as presented. Commissioner McCreery seconded the motion. All voted – Aye. Carried

Commissioner Knutson moved the Board approve Amendment One to the Gillette Regional Water Supply System Joint Powers Agreement between the City of Gillette and Campbell County to expand the Designated Service Area boundary, as presented. Commissioner Ford seconded the motion. All voted – Aye. Carried

Commissioner McCreery moved the Board approve the First Amendment of Cooperative Agreement between Prairie Eagle Mining, LLC and Campbell County, as presented. Commissioner Shelstad seconded the motion. All voted – Aye. Carried
Commissioner Ford moved the Board approve the Cooperative Agreement between the Wyoming Department of Transportation (WYDOT) and Campbell County to replace Barlow Bridge Road (Bridge

Over N. Fork Dead Horse Creek, Structure No. DVX) as part of the Federal Bipartisan Infrastructure Law and WYDOT administered Bridge Formula Program, as presented.

Commissioner Knutson seconded the motion. 4 voted – Aye, 1 voted - Nay. Carried

Commissioner Shelstad moved the Board approve the revised Social Media Use Policy, Guideline Number 508, effective January 17, 2023, as presented.

Commissioner Ford seconded the motion. All voted – Aye. Carried

Commissioner McCreery moved the Board approve to retitle the Community and Government Relations Coordinator position to Public Information Officer and approve the Job Description and Pay Grade 109, as presented.

Commissioner Knutson seconded the motion. All voted – Aye. Carried

Commissioner Shelstad moved the Board accept the resignation of Kara Uhrig and appoint Jennifer Gauthier, Representing Probation & Parole, to the Corrections Board to serve a three (3) year term ending June 30, 2026.

Commissioner McCreery seconded the motion. All voted – Aye. Carried

Commissioner Ford moved the Board accept and place on file the Public Servant Disclosure of Benefits/Interest for the following individuals:

Troy Clements, County Assessor
Nathan Henkes, County Attorney
Pam Merchen, Clerk of District Court
Tianna Stilson, Chief Deputy Clerk of District Court
Paul Wallem, County Coroner
Cindy Lovelace, County Clerk
Grace Davis, Chief Deputy County Clerk
Linda Grose, Senior Deputy County Clerk
Colleen Faber, County Commissioner
Delmer Shelstad, County Commissioner
Jim Ford, County Commissioner
Butch Knutson, County Commissioner
Kelley McCreery, County Commissioner
Scott Matheny, County Sheriff
Rachael Knust, County Treasurer
Yvonne Wagner, Chief Deputy County Treasurer
Crystal Conley, Chief Deputy County Treasurer

Commissioner Shelstad seconded the motion. All voted – Aye. Carried

Commissioner Shelstad moved the Board approve the Budget Message and Calendar for Fiscal Year 2023-2024, as presented.

Commissioner Knutson seconded the motion. All voted – Aye. Carried

Public Comment was given

Workshop and discussion held concerning State and National Security Petition – No action was taken. Tabled for future discussion.

There being no further business to come before the Board of Commissioners, the meeting was adjourned at 11:55 AM. The next regular meeting of the Commissioners will be held Tuesday, February 7, 2023, at 9:00 AM in the Commissioners Chambers in the Courthouse.

Cindy Lovelace, County Clerk
Board of County Commissioners

Colleen Faber, Chairman
Board of County Commissioners

In accordance with W.S. 18-3-516(f) the required County Notices of Publication are available on the County's Website at: www.ccgov.net

Office of County Commissioners
January 17, 2023
Gillette, Wyoming

Managers Meeting

The Campbell County Board of Commissioners met with the County Managers, Wednesday, January 18, 2023, at 1:30 PM.

Present were Colleen Faber, Del Shelstad, Butch Knutson, Kelley McCreery, Jim Ford, Commissioners; Cindy Lovelace, County Clerk; Denton Knapp (via teleconference), Commissioners Administrative Director; Kyle Ferris, Deputy County Attorney; Leslie Perkins, Public Information Officer; Matt Olsen, Public Works Director; Todd Chatfield, Airport Director; Phil Harvey, IT Director; Chad Beeman, Adult Treatment Courts Coordinator; Dwayne Dillinger, Parks & Recreation Director; Liz Edwards, Fair Coordinator; Jana Webb, Children's Developmental Services Financial Services Manager; Michalene Seeman, Sheriff's Office Manager; Scott Matheny, County Sheriff; Paul Wallem, County Coroner; Brandy Elder, HR Director; Kelly Wallem, County Attorney Office Manager; Brenda Johnson, Cam-Plex; Jim Lyon, Juvenile Services Director; Troy Clements, County Assessor; Kim Fry, Extension Office; Kevin Geis, Road & Bridge Director; Robert Henning, Museum Director; Tony Langone, Fleet Manager; Crystal Conley, Deputy County Treasurer; Terri Lesley, Library Director; David King, Emergency Management Coordinator.

Brandy Elder (HR) presented the New Hire Onboarding Process. Referred to Memorandum dated 1/10/2023

Cindy Lovelace (Clerk) requested Managers and Directors approve purchase orders for AP clerk.

Leslie Perkins (PIO) reported Board Training is rescheduled for February 22, 2023 and February 23, 2023.

Commission Knutson reported on the Joint Fire Board and Museum Board.

Commissioner McCreery reported on the Land Board and the status of the Jockey House at the Cam-Plex.

Commissioner Ford reported on the local revenue estimate.

Discussion was held on the FY 2023/2024 budget. Commissioner/Chairman Faber reviewed proposed budget timeline and presented FY2023/2024 budget handbook for review.

David King (EM) requested recommendations for Inclement Weather Policy.

Dwayne Dillinger (CCPR) reported there will be a UW track meet on January 20, 2023

Denton Knapp reported on the status of the annual audit.

There being no further business to come before the Commissioners, the meeting was adjourned at 2:24 PM.

Cindy Lovelace, County Clerk
Board of County Commissioners

Colleen Faber, Chairman
Board of County Commissioners

Office of County Commissioners
January 25, 2023
Gillette, Wyoming

Special Meeting

The Campbell County Board of Commissioners met in a Special Meeting, Wednesday, January 25, 2023 at 2:00 PM.

Present were Colleen Faber, Del Shelstad, Butch Knutson, Kelley McCreery, Jim Ford, Commissioners; Denton Knapp, Commissioners Executive Director; Kyle Ferris, Deputy County Attorney; Cindy Lovelace, County Clerk; Leslie Perkins, Public Information Officer; Keith Crans, Campbell County School District; Jamie Tarver DOWL Engineering; Dennis Holmes, Campbell County School District; Bill Beastrom, Public Works Facilities Manager; Matt Olsen, Public Works Director; Tony Knievel, Public Works Chief Surveyor; Erika Peckham, Wyoming Game & Fish; Becca Lutz, Game Warden.

Discussion was held about the Campbell County School District Transportation Bus Barn relocation.

Erika Peckham and Becca Lutz from Wyoming Game & Fish presented the need to relocate a patrol cabin in northern Campbell County. Discussion was held.

Matt Olsen presented a draft of estimated Ten-Year Capital Construction Projects. Discussion was held.

Discussion was held on properties owned by Campbell County.

No action taken.

There being no further business to come before the Board of Commissioners, the meeting was adjourned at 4:31 PM.

Cindy Lovelace, County Clerk
Board of County Commissioners

Colleen Faber, Chairman
Board of County Commissioners

Office of County Commissioners
January 25, 2023
Gillette, WY

Joint Powers Fire Board Meeting

The Campbell County Board of Commissioners met with the Joint Powers Fire Board on Wednesday, January 25, 2023, at 5:30 PM.

Present were Colleen Faber, Butch Knutson, Kelley McCreery, Commissioners; Cindy Lovelace, County Clerk; Denton Knapp, Commissioners Administrative Director; Kyle Ferris, Deputy County Attorney; Shay Lundvall, Gillette Mayor; members of Gillette City Council and of the Fire Board.

Chief Bender presented a review of CCFD services provided in 2022, response time statistics, 2023 recruitment plan, and ISO rating.

Discussion was held on Training Center Master Plan.

There being no further business to come before the Board, the meeting was adjourned at 6:25 PM.

Cindy Lovelace, County Clerk
Board of County Commissioners

Colleen Faber, Chairman
Board of County Commissioners

CAMPBELL COUNTY CLERK
MONTHLY STATEMENT
JANUARY 2023

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

COUNTY CLERK'S MONTHLY STATEMENT

Statement of the collections of Cindy J. Lovelace as Campbell County Clerk within and for the County of Campbell, State of Wyoming, for the month ending January 2023, and filed with the County Clerk for presentation to the Board of County Commissioners of said County as required by WS 18-3-814.

CNTY CLERK					
Template	Org	Object	Full Acct	Description	Amount
CNTY CLERK	100021	43170	1000-10-020-021-0000-43170	County Abandon, Veh title & Fees	\$ 1,413.00
CNTY CLERK	100021	43140	1000-10-020-021-0000-43140	Recording Fees	14,824.00
CNTY CLERK	100021	43870	1000-10-020-021-0000-43870	Software Access Fees	2,607.00
CNTY CLERK	100021	43150	1000-10-020-021-0000-43150	Financing Fees	12,169.00
CNTY CLERK	100021	43160	1000-10-020-021-0000-43160	Vehicle Title Fees	19,782.00
CNTY CLERK	100021	41140	1000-10-020-021-0000-41140	Marriage License	330.00
CNTY CLERK	100021	43180	1000-10-020-021-0000-43180	Vin Fees, Sheriff & General	1,280.00
CNTY CLERK	100021	43190	1000-10-020-021-0000-43190	Misc Fees	862.50
CNTY CLERK	500566	43180	5000-00-500-566-0000-43180	Hwy Patrol Vins	-
CNTY CLERK	500576	43180	5000-00-500-576-0000-43180	Police Vins	1,290.00
CNTY CLERK	100021	41100	1000-10-020-021-0000-41100	FULL/ LTD LIQUOR LICENSES	-
CNTY CLERK	100021	41120	1000-10-020-021-0000-41120	MALT BEV/ CATERING PERMITS	-
CNTY CLERK	100023	43820	1000-10-020-023-0000-43820	REIMBURSEMENT INCOME	-
CNTY CLERK	500569	43180	5000-00-500-569-0000-43180	Game & Fish Vins	-
Total					\$ 54,557.50

Tender Summary:

Cash	Quantity	Total
Coin		
\$ 1s	x1	0
\$ 5s	x5	0
\$ 10s	x10	0
\$ 20s	x20	0
Other		0
Cash Total		0
Checks	xx	-
Total		\$ -
Difference		\$ 54,557.50

State of Wyoming)

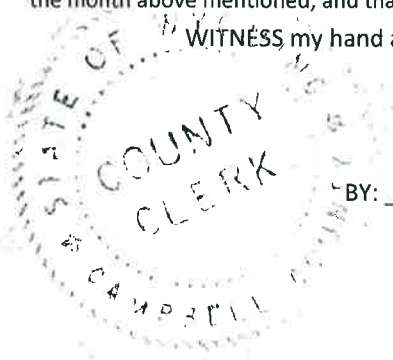
County of Campbell)

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.

WITNESS my hand and seal this 1st day of February, 2023

Cindy J Lovelace, Campbell County Clerk

BY: [Signature], Deputy



CAMPBELL COUNTY SHERIFF'S OFFICE
MONTHLY STATEMENT
JANUARY 2023

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 **January 31st, 2023** 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.

1000-20-050-051-0000-42280	LAW ENFORCEMENT FORFEITURES	\$	-
1000-20-050-051-0000-43115	E-911 FEES	\$	-
1000-20-050-051-0000-43190	MISC FEES	\$	13,007.25
1000-20-050-051-0000-43820	REIMBURSEMENT INCOME	\$	86,500.00
1000-20-050-051-0000-45060	ABANDON/SALVAGED VEHICLE FINES	\$	-
1000-20-050-051-0000-46000	MISCELLANEOUS	\$	-
1000-20-050-051-0000-49010	TRANSFERS IN FROM 1%	\$	-
1000-20-050-052-0000-43190	MISC FEES	\$	-
1000-20-050-052-0000-43820	REIMBURSEMENT INCOME	\$	5,136.58
1000-20-050-052-0000-46000	MISCELLANEOUS	\$	-
1000-20-050-053-0000-43090	SHERIFF 24/7 PROGRAM FEES	\$	-
1800-20-050-051-0000-43115	E-911 FEES	\$	-
3600-20-050-052-0000-43670	RESALE ITEMS	\$	-
3600-20-050-052-0000-43680	CONCESSIONS/REVENUE/REIMB	\$	3,191.57
COUNTY TREASURY DEPOSIT:		\$	107,835.40

ATTORNEY GENERAL'S OFFICE	SEX OFFENDER REGISTRATION FEES	\$	525.00
TOW COMPANIES	TOWING FEES	\$	285.00
CIRCUIT/DISTRICT COURTS	EXECUTIONS	\$	1,400.00
VARIOUS LAW FIRMS	FORECLOSURE SALES	\$	180,000.00
VARIOUS OUTSIDE ENTITIES	FORECLOSURE REDEMPTIONS	\$	-
INTERMEDIARY FUNDS:		\$	182,210.00

TOTAL: \$ 290,045.40

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 2nd day of February, 2023.



Sheriff of Campbell County

WORKER'S COMP
4TH QTR 2022

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

Voucher Receipt

Thanks for using WYUI, Wyoming UI System. Please print this page and mail it with your Payment.

Print Instruction :

1. Press Ctrl + P on your keyboard. A popup window will appear. If it does not, please enable popups.
2. Click Print to print the voucher receipt.
- Or
3. Click Cancel to abort.

Employer Account Number 09-81685-0-03
 Employer Name CAMPBELL COUNTY
 Voucher Id 103323
 Total Payment Amount (\$) 108749.75

Make Check Payable To:

Department of Workforce Services
 P O Box 2648
 Casper, WY 82602.

Notice to Employer:

Interest accrues on a Daily basis.

Workers Compensation(WC) Details:	
Workers Compensation Account Number(WCAN):	Workers Compensation Payment Amount(\$):
000003111	108749.75
Total Payment Amount (UI+WC):	
	108749.75

[Home](#)

The Wyoming Department of Workforce Services is an equal opportunity employer.
 Auxiliary aids and services are available upon request to individuals with disabilities.

File Contribution and Wage Report Verification

Employer Account Number(EAN) 09-81685-0-03
 Employer Name CAMPBELL COUNTY
 CDS Vendor Name N/A
 Trade Name/Client Name CAMPBELL COUNTY
 Submitted By Amanda M Milnes
 Quarter/Year 4/2022
 Report Type Original
 Effective Period 10/01/2022 to 12/31/2022
 This Report is Due By January 31, 2023
 Current Workers' Compensation Account Number 000003111

The number of covered workers who worked or received pay for the period:

Oct 12th 2022	Nov 12th 2022	Dec 12th 2022
697	702	679

NOTE: You have reported 1638 workers and due to the large number, the wages will not be available immediately in WyUI and the Wages Paid in Excess of \$27700.00 may not be correct. Verify the Wages Paid in Excess of \$27700.00 and select the Recalculate button. The wage detail for this report will be processed and available in WyUI after 8:00am tomorrow.

Total UI Wages Paid \$8,603,745.33
 UI Wages Paid in Excess of \$27,700 \$ 7,298,880.60 **Recalculate**
 Taxable Wages \$1,304,864.73

 UI Contribution Rate .00000
 Contribution Due \$0.00
 Interest @ 2% If Paid after : 01/31/2023 \$.00
Total Amount Due for the Reporting Qtr \$0.00

NAICS/Class Code	Workers' Compensation Number of Employees	Total WC Wages(\$)	Premium Rate	Workers' Compensation Premium Due
000010R	200	\$2019782.75	0.002400	\$4847.48
950000V	7	\$4284.00	0.015000	\$64.26
950000I	58	\$35496.00	0.015000	\$532.44
950000R	594	\$6887037.87	0.015000	\$103305.57
Totals:	859	\$8946600.62		
Total Workers' Compensation Premium Due for the Report Qtr:				\$108749.75

Workers' Compensation Interest @ 1% If Paid after 01/31/2023: \$0.00
 Workers' Compensation Late Filing Penalty (after 30 days past Report Due Date): \$0.00
Total Workers' Compensation Amount Due for the Report Qtr: \$108749.75

NOTE: WC Premium may change in the future, contact Workers' Compensation division for the correct amount to be paid if not paid now.

File Contribution and Wage Report Wages - Uploaded Employee

* Required Information

Employer Account Number(EAN) 09-81685-0-03
 Employer Name CAMPBELL COUNTY
 CDS Vendor Name N/A
 Trade Name/Client Name CAMPBELL COUNTY
 Submitted By Amanda M Milnes
 Quarter/Year 4/2022
 Report Type Original
 Effective Period 10/01/2022 to 12/31/2022
 Current Workers' Compensation Account Number 000003111

File Summary includes records that have passed validation and will be processed. Please review errors/warnings if identified.

Click < Back to choose a different or corrected file. Click Next > if you want to continue with any previously uploaded files.

File Summary:

File Name	No. of Employees on File	No. of Employees Processed	Total UI Wages Processed	Total Workers' Compensation Wages Processed
2022 4th QTR WC.xlsx	859	859	\$8,603,745.33	\$8,946,600.62

[Back](#) [Next](#)

Contribution and Wage Report Confirmation

Employer Account Number(EAN)	09-81685-0-03
Employer Name	CAMPBELL COUNTY
CDS Vendor Name	N/A
Trade Name/Client Name	CAMPBELL COUNTY
Submitted By	Amanda M Milnes
Quarter/Year	4/2022
Report Type	Original
Effective Period	10/01/2022 to 12/31/2022
Current Workers' Compensation Account Number	000003111

NOTE: Workers' Compensation premium may change in future, contact Workers' Compensation Division for the correct amount to be paid if not paid now.

The Contribution and Wage Report has been submitted for 4/2022, on 01/30/2023 11:51 AM. It is recommended to retain a copy for your records. To print a copy , select to print [Print Contribution Report Summary](#). If you want to keep a list of the worker wage detail select to [Print Wage Report](#) . If a payment is due, click on Make Online Payment button.

To file another tax report, select [File Another Tax/Wage Report](#).

[Home](#)[Make Online Payment/Print Payment Voucher](#)

The Wyoming Department of Workforce Services is an equal opportunity employer.
Auxiliary aids and services are available upon request to individuals with disabilities.

Payment

* Required Information

Employer Account Number 09-81685-0-03
 Employer Name CAMPBELL COUNTY
 CDS Vendor Name N/A
 Trade Name/Client Name CAMPBELL COUNTY

The following table displays the outstanding balances due. Any payment made within the last 3 business days may not be reflected here.

Unemployment Insurance(UI) Contribution/Charges Details:								
Pay	Quarter/ Year	Description	Due Date	Contributions/ Charges (\$)	Interest (\$)	Fees (\$)	Other (\$)	Total (\$)
☐	4/2022	Reimbursable Billing	03/06/2023	2,138.84				0.00
							Credit (\$) ?	0.00
☐	Select all quarters for Payment			Total Selected To Pay				0.00

If making a payment for WC Only, leave all 'Pay' boxes in the above UI Contributions table unchecked.

Workers Compensation(WC) Details:	
Workers Compensation Total Due : 108749.75	
Workers Compensation Account Number(WCAN):	Workers Compensation Payment Amount(\$):
000003111	108,749.75

Total Payment Amount (UI+WC):	108749.75
-------------------------------	-----------

* Select your method of payment below

- ☐ ACH Debit - Checking Account
☐ ACH Debit - Saving Account
☒ Payment By Mail

Interest accrues on a Daily basis.

To discontinue the payment process, select 'Exit'.

[Help](#)

[Exit](#) [Back](#) [Next](#)

941 TAX REPORT
4TH QTR 2022

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

Employer identification number (EIN) 8 3 - 6 0 0 0 1 0 3

Name (not your trade name) County of Campbell

Trade name (if any) Office of County Clerk

Address 500 S. Gillette Ave.

Number 500 Street S. Gillette Suite or room number

City Gillette State WY ZIP code 82716

Foreign country name Foreign province/county Foreign postal code

Report for this Quarter of 2022
(Check one.)

- ☐ 1: January, February, March
- ☐ 2: April, May, June
- ☐ 3: July, August, September
- ☒ 4: October, November, December

Go to www.irs.gov/Form941 for instructions and the latest information.

Read the separate instructions before you complete Form 941. Type or print within the boxes.

Part 1: Answer these questions for this quarter.

1	Number of employees who received wages, tips, or other compensation for the pay period including: <i>June 12</i> (Quarter 2), <i>Sept. 12</i> (Quarter 3), or <i>Dec. 12</i> (Quarter 4)	1	669
2	Wages, tips, and other compensation	2	8,512,582 55
3	Federal income tax withheld from wages, tips, and other compensation	3	847,974 17
4	If no wages, tips, and other compensation are subject to social security or Medicare tax	☐ Check and go to line 6.	

	Column 1		Column 2	
5a	Taxable social security wages*	8,690,889 05	$\times 0.124 =$	1,077,670 24
5a (i)	Qualified sick leave wages*		$\times 0.062 =$	
5a (ii)	Qualified family leave wages*		$\times 0.062 =$	
5b	Taxable social security tips		$\times 0.124 =$	
5c	Taxable Medicare wages & tips	8,690,889 05	$\times 0.029 =$	252,035 78
5d	Taxable wages & tips subject to Additional Medicare Tax withholding		$\times 0.009 =$	
5e	Total social security and Medicare taxes. Add Column 2 from lines 5a, 5a(i), 5a(ii), 5b, 5c, and 5d	5e	1,329,706 02	
5f	Section 3121(q) Notice and Demand—Tax due on unreported tips (see instructions)	5f		
6	Total taxes before adjustments. Add lines 3, 5e, and 5f	6	2,177,680 19	
7	Current quarter's adjustment for fractions of cents	7	1 32	
8	Current quarter's adjustment for sick pay	8		
9	Current quarter's adjustments for tips and group-term life insurance	9		
10	Total taxes after adjustments. Combine lines 6 through 9	10	2,177,681 51	
11a	Qualified small business payroll tax credit for increasing research activities. Attach Form 8974	11a		
11b	Nonrefundable portion of credit for qualified sick and family leave wages for leave taken before April 1, 2021	11b		
11c	Reserved for future use	11c		

*Include taxable qualified sick and family leave wages paid in this quarter of 2022 for leave taken after March 31, 2021, and before October 1, 2021, on line 5a. Use lines 5a(i) and 5a(ii) only for taxable qualified sick and family leave wages paid in this quarter of 2022 for leave taken after March 31, 2020, and before April 1, 2021.

► You MUST complete all three pages of Form 941 and SIGN it.

Next ►

Name (not your trade name)

Employer identification number (EIN)

County of Campbell

83 - 6000103

Part 1: Answer these questions for this quarter. (continued)

11d	Nonrefundable portion of credit for qualified sick and family leave wages for leave taken after March 31, 2021, and before October 1, 2021	11d	
11e	Reserved for future use	11e	
11f	Reserved for future use		
11g	Total nonrefundable credits. Add lines 11a, 11b, and 11d	11g	
12	Total taxes after adjustments and nonrefundable credits. Subtract line 11g from line 10	12	2,177,681 51
13a	Total deposits for this quarter, including overpayment applied from a prior quarter and overpayments applied from Form 941-X, 941-X (PR), 944-X, or 944-X (SP) filed in the current quarter	13a	2,177,666 21
13b	Reserved for future use	13b	
13c	Refundable portion of credit for qualified sick and family leave wages for leave taken before April 1, 2021	13c	
13d	Reserved for future use	13d	
13e	Refundable portion of credit for qualified sick and family leave wages for leave taken after March 31, 2021, and before October 1, 2021	13e	
13f	Reserved for future use	13f	
13g	Total deposits and refundable credits. Add lines 13a, 13c, and 13e	13g	2,177,666 21
13h	Reserved for future use	13h	
13i	Reserved for future use	13i	
14	Balance due. If line 12 is more than line 13g, enter the difference and see instructions	14	15 30
15	Overpayment. If line 13g is more than line 12, enter the difference		Check one: ☐ Apply to next return. ☐ Send a refund.

Part 2: Tell us about your deposit schedule and tax liability for this quarter.

If you're unsure about whether you're a monthly schedule depositor or a semiweekly schedule depositor, see section 11 of Pub. 15.

16 Check one: ☐ Line 12 on this return is less than \$2,500 or line 12 on the return for the prior quarter was less than \$2,500, and you didn't incur a \$100,000 next-day deposit obligation during the current quarter. If line 12 for the prior quarter was less than \$2,500 but line 12 on this return is \$100,000 or more, you must provide a record of your federal tax liability. If you're a monthly schedule depositor, complete the deposit schedule below; if you're a semiweekly schedule depositor, attach Schedule B (Form 941). Go to Part 3.

☐ You were a monthly schedule depositor for the entire quarter. Enter your tax liability for each month and total liability for the quarter, then go to Part 3.

Tax liability: Month 1

Month 2

Month 3

Total liability for quarter

Total must equal line 12.

☒ You were a semiweekly schedule depositor for any part of this quarter. Complete Schedule B (Form 941), Report of Tax Liability for Semiweekly Schedule Depositors, and attach it to Form 941. Go to Part 3.

▶ You MUST complete all three pages of Form 941 and SIGN it.

Next ▶

Name (not your trade name)

Employer identification number (EIN)

County of Campbell

83 - 6000103

Part 3: Tell us about your business. If a question does NOT apply to your business, leave it blank.

- 17 If your business has closed or you stopped paying wages ☐ Check here, and enter the final date you paid wages / / ; also attach a statement to your return. See instructions.
- 18 If you're a seasonal employer and you don't have to file a return for every quarter of the year ☐ Check here.
- 19 Qualified health plan expenses allocable to qualified sick leave wages for leave taken before April 1, 2021 19
- 20 Qualified health plan expenses allocable to qualified family leave wages for leave taken before April 1, 2021 20
- 21 Reserved for future use 21
- 22 Reserved for future use 22
- 23 Qualified sick leave wages for leave taken after March 31, 2021, and before October 1, 2021 23
- 24 Qualified health plan expenses allocable to qualified sick leave wages reported on line 23 24
- 25 Amounts under certain collectively bargained agreements allocable to qualified sick leave wages reported on line 23 25
- 26 Qualified family leave wages for leave taken after March 31, 2021, and before October 1, 2021 26
- 27 Qualified health plan expenses allocable to qualified family leave wages reported on line 26 27
- 28 Amounts under certain collectively bargained agreements allocable to qualified family leave wages reported on line 26 28

Part 4: May we speak with your third-party designee?

Do you want to allow an employee, a paid tax preparer, or another person to discuss this return with the IRS? See the instructions for details.

☒ Yes Designee's name and phone number

Select a 5-digit personal identification number (PIN) to use when talking to the IRS.

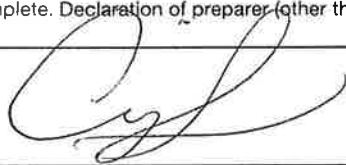
☐ No.

Part 5: Sign here. You MUST complete all three pages of Form 941 and SIGN it.

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.

X

Sign your name here



Print your name here

Print your title here

Date

Best daytime phone

Paid Preparer Use Only

Check if you're self-employed ☐

Preparer's name

PTIN

Preparer's signature

Date

Firm's name (or yours if self-employed)

EIN

Address

Phone

City

State

ZIP code

Schedule B (Form 941):

960311

Report of Tax Liability for Semiweekly Schedule Depositors

OMB No. 1545-0029

(Rev. January 2017)

Department of the Treasury — Internal Revenue Service

Employer identification number (EIN) 8 3 - 6 0 0 0 1 0 3

Name (not your trade name) County of Campbell

Calendar year 2 0 2 2 (Also check quarter)

Report for this Quarter...

(Check one.)

- ☐ 1: January, February, March
- ☐ 2: April, May, June
- ☐ 3: July, August, September
- ☒ 4: October, November, December

Use this schedule to show your TAX LIABILITY for the quarter; don't use it to show your deposits. When you file this form with Form 941 or Form 941-SS, don't change your tax liability by adjustments reported on any Forms 941-X or 944-X. You must fill out this form and attach it to Form 941 or Form 941-SS if you're a semiweekly schedule depositor or became one because your accumulated tax liability on any day was \$100,000 or more. Write your daily tax liability on the numbered space that corresponds to the date wages were paid. See Section 11 in Pub. 15 for details.

Month 1

1		9		17		25	
2		10		18		26	
3		11		19		27	
4		12		20	300,928	83	
5		13		21		29	
6	299,610	14		22		30	
7		15		23		31	19,518
8		16		24			27

Tax liability for Month 1

620,057 . 81

Month 2

1		9		17	295,888	50	
2		10		18		26	
3	304,194	11		19		27	
4		12		20		28	
5		13		21		29	
6		14		22		30	19,498
7		15		23		31	63
8		16		24			

Tax liability for Month 2

619,582 . 10

Month 3

1	296,845	9		17		25	
2		10		18		26	
3		11		19		27	
4		12		20		28	
5		13		21		29	321,266
6		14		22		30	19,386
7		15	300,528	23		31	56
8		16		24			

Tax liability for Month 3

938,026 . 30

Fill in your total liability for the quarter (Month 1 + Month 2 + Month 3) ▶

Total must equal line 12 on Form 941 or Form 941-SS.

Total liability for the quarter

2,177,666 . 21

QUARTERLY 941 REPORT

FICA: 1000 TO 1000 Schedule B Summary for Qtr 4, 2022
Medicare: 1100 TO 1100 FIT: 3000 TO 3000

MONTH 1:

	LIABILITY
DAY 6:	299610.60
DAY 20:	300928.62
DAY 31:	19533.59
TOTAL MONTH 1:	620072.81

MONTH 2:

	LIABILITY
DAY 3:	304165.09
DAY 17:	295918.19
DAY 30:	19498.63
TOTAL MONTH 2:	619581.91

MONTH 3:

	LIABILITY
DAY 1:	296845.05
DAY 15:	300528.36
DAY 29:	321265.78
DAY 30:	19386.28
TOTAL MONTH 3:	938025.47

** END OF REPORT - Generated by Amanda M. Milnes **

PAYROLL PAYMENT

FOR THE PAY PERIOD (s) ENDING

1/07, 23

1/21, 23

_____, _____

We do hereby approve the County Payroll as presented this 7th day of February, 2023

Member

Member

Member

Member

Chairman

1-20-2023

date processed

PETITION FOR REBATE/CANCELLATION OF TAXES

STATE OF WYOMING

COUNTY OF CAMPBELL

No: 2021-181

NAME: REV ENERGY SERVICES LLC

NOTICE ISSUED FOR:

NOVC#

OTHER: MOVED BUSINESS

☐ PARTIAL
☐ REBATE
☒ CANCELLATION

YEAR: 2022

TAX NOTICE NO.

ACCOUNT/PARCEL# 30061221

DISTRICT NO. 0150

ASSESSED VALUATION: 36,096

AMOUNT:\$ 2,546.68

 COUNTY ASSESSOR

APPROVED: ☐ DENIED: ☐

THIS _____ DAY OF _____, 20 ____

BOARD OF COUNTY COMMISSIONERS

FILED _____, 20 ____

COUNTY CLERK

1-20-2023 Cancellation # 2021-181

Campbell County

Rachael Knust, Treasurer
2022 PERSONAL PROPERTY TAX BILL

(307) 682-7268
<https://www.campbellcountywy.gov>

PO. Box 1027
Gillette, WY 82717

District
0150

Parcel Number
030061221

State Acct. No.
P0061221

GEO Pin
33330006122100

REV ENERGY SERVICES LLC
ATTN TAX DEPT/BUSINESS PERSONAL PROPERTY
511 16TH ST STE 500
DENVER, CO 80202-4260

*Canceled
moved
Business
out in 2021*

Assessed Valuation

Real Estate Value 0
Improvements/Buildings Value 0
Personal Property Value 36,096

Total Valuation 36,096
Mill Levy 70.553

General Taxes 2,546.68
Special Taxes 0.00

Total Tax \$2,546.68

First Installment \$1,273.34

Delinquent after November 10, 2022

Second Installment \$1,273.34

Delinquent after May 10, 2023

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

Legal Description

LOCATION: 1607 E LINCOLN ST
PERSONAL PROPERTY

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

TAXING AUTHORITY

LEVY AMOUNT

CAMPBELL COUNTY GOVERNMENT	11.235	405.54
CITY OF GILLETTE TRUST FUND	8.000	288.76
CNTY HOSPITAL DIST TRUST FUND	3.000	108.28
CNTY SPEC CEMETERY BOARD TRUST	.862	31.12
CNTY UNIFIED SPEC DIST TRST FD	25.000	902.40
CNTY WEED & PEST BOARD TRUST	.411	14.84
COLLEGE FOUNDATION PROGRAM	2.545	91.86
COOPERATIVE HIGHER EDUC SERV	.500	18.04
COUNTY WIDE SCHOOL TRUST FUND	6.000	216.58
STATE OF WY FOUND PRG TRST FND	12.000	433.16
UNIFIED SCHOOL - RECREATION	1.000	36.10

Please detach and return the installment coupons
provided below with payment to:

CAMPBELL COUNTY TREASURER
PO. Box 1027
Gillette, WY 82717-1027

OR

PAY YOUR 2022 TAX ONLINE AT:
<https://tax.tylertech.com/CampbellWY/>

TOTAL 70.553 2,546.68

DUE DATES AND PAYMENT INFORMATION

1st half installments are delinquent after November 10, 2022. 2nd half installments are delinquent after May 10, 2023.

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, 2022

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!

2022 FIRST INSTALLMENT COUPON OR TOTAL TAX DUE COUPON

REV ENERGY SERVICES LLC
ATTN TAX DEPT/BUSINESS PERSONAL PROPERTY
511 16TH ST STE 500
DENVER, CO 80202-4260



Parcel# : 030061221

Please Circle Which Amount You Are Paying:

First Installment (Due on or before 11/10/2022): \$1,273.34
Total Tax (Due on or before 12/31/2022): \$2,546.68

2022 SECOND INSTALLMENT COUPON

REV ENERGY SERVICES LLC
ATTN TAX DEPT/BUSINESS PERSONAL PROPERTY
511 16TH ST STE 500
DENVER, CO 80202-4260



Parcel# : 030061221

Second Installment (Due on or before 05/10/2023): \$1,273.34

No: 2021-182

NOTICE ISSUED FOR:

NOVC#

OTHER: BUSINESS CLOSED

☐ PARTIAL
☐ REBATE
☒ CANCELLATION

YEAR: 2022

TAX NOTICE NO.

ACCOUNT/PARCEL# 30062106

DISTRICT NO. 0150

ASSESSED VALUATION: 713

AMOUNT:\$ 50.30

Froy D. Clements COUNTY ASSESSOR
APPROVED: ☐ DENIED: ☐

THIS DAY OF , 20__

BOARD OF COUNTY COMMISSIONERS

FILED _____, 20 ____

COUNTY CLERK

1-20-2023 Cancellation # 2021-182

Campbell County

Rachael Knust, Treasurer
2022 PERSONAL PROPERTY TAX BILL

(307) 682-7268
<https://www.campbellcountyywy.gov>

PO. Box 1027
Gillette, WY 82717

District 0150 Parcel Number 0P0062106 State Acct. No. P0062106 GEO Pin 33330006210600

Assessed Valuation

Real Estate Value 0
Improvements/Buildings Value 0
Personal Property Value 713

ANGEL EYES CONSTRUCTION
ATTN EMILIANO GODINES GABRIEL
3415 GOLDENROD AVE
GILLETTE, WY 82716-6201

Cancel-
Business
closed

Total Valuation 713
Mill Levy 70.553
General Taxes 50.30
Special Taxes 0.00
Total Tax \$50.30

First Installment \$25.15

Delinquent after November 10, 2022

Second Installment \$25.15

Delinquent after May 10, 2023

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

Legal Description

LOCATION: 3515 GOLDENROD AVE
PERSONAL PROPERTY

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

TAXING AUTHORITY

LEVY AMOUNT

CAMPBELL COUNTY GOVERNMENT	11.235	8.00
CITY OF GILLETTE TRUST FUND	8.000	5.70
CNTY HOSPITAL DIST TRUST FUND	3.000	2.14
CNTY SPEC CEMETERY BOARD TRUST	.862	.62
CNTY UNIFIED SPEC DIST TRST FD	25.000	17.82
CNTY WEED & PEST BOARD TRUST	.411	.30
COLLEGE FOUNDATION PROGRAM	2.545	1.82
COOPERATIVE HIGHER EDUC SERV	.500	.36
COUNTY WIDE SCHOOL TRUST FUND	6.000	4.28
STATE OF WY FOUND PRG TRST FND	12.000	8.56
UNIFIED SCHOOL - RECREATION	1.000	.70

Please detach and return the installment coupons
provided below with payment to:

CAMPBELL COUNTY TREASURER
PO. Box 1027
Gillette, WY 82717-1027

OR

PAY YOUR 2022 TAX ONLINE AT:
<https://itax.tylertech.com/CampbellWY/>

TOTAL 70.553 50.30

DUE DATES AND PAYMENT INFORMATION

1st half installments are delinquent after November 10, 2022. 2nd half installments are delinquent after May 10, 2023.

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, 2022

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!

2022 FIRST INSTALLMENT COUPON OR TOTAL TAX DUE COUPON

ANGEL EYES CONSTRUCTION
ATTN EMILIANO GODINES GABRIEL
3415 GOLDENROD AVE
GILLETTE, WY 82716-6201



Parcel#: 0P0062106

Please Circle Which Amount You Are Paying:

First Installment (Due on or before 11/10/2022): \$25.15
Total Tax (Due on or before 12/31/2022): \$50.30

2022 SECOND INSTALLMENT COUPON

ANGEL EYES CONSTRUCTION
ATTN EMILIANO GODINES GABRIEL
3415 GOLDENROD AVE
GILLETTE, WY 82716-6201



Parcel#: 0P0062106

Second Installment (Due on or before 05/10/2023): \$25.15

1-20-2023

date processed

PETITION FOR REBATE/CANCELLATION OF TAXES

STATE OF WYOMING

COUNTY OF CAMPBELL

No: 2021-183

NAME: SCHLAUTMANN MICHAEL S

NOTICE ISSUED FOR:

NOVC#

OTHER: NO EQUIPMENT

☐ PARTIAL
☐ REBATE
☒ CANCELLATION

YEAR: 2022

TAX NOTICE NO.

ACCOUNT/PARCEL# 30025580

DISTRICT NO. 0100

ASSESSED VALUATION: 494

AMOUNT:\$ 30.90

Tracy B. Clements COUNTY ASSESSOR

APPROVED: ☐ DENIED: ☐

THIS _____ DAY OF _____, 20 ____

BOARD OF COUNTY COMMISSIONERS

FILED _____, 20 ____

COUNTY CLERK

1-20-2023 Cancellation # 2021-183

Campbell County

Rachael Knust, Treasurer
2022 PERSONAL PROPERTY TAX BILL

(307) 682-7268
<https://www.campbellcountyywy.gov>

P.O. Box 1027
Gillette, WY 82717

District 0100 Parcel Number 000025580 State Acct. No. P0025580 GEO Pin 33330002558000

Assessed Valuation

Real Estate Value 0
Improvements/Buildings Value 0
Personal Property Value 494

SCHLAUTMANN MICHAEL S
3171 HWY 50
GILLETTE, WY 82718-9200

Cancel -
NO equipment

Total Valuation 494
Mill Levy 62.553
General Taxes 30.90
Special Taxes 0.00
Total Tax \$30.90

First Installment \$15.45

Delinquent after November 10, 2022

Second Installment \$15.45

Delinquent after May 10, 2023

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

Legal Description

LOCATION: 3171 S HWY 50
FARM/RANCH EQUIPMENT

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

TAXING AUTHORITY

LEVY AMOUNT

CAMPBELL COUNTY GOVERNMENT	11.235	5.56
CNTY HOSPITAL DIST TRUST FUND	3.000	1.48
CNTY SPEC CEMETERY BOARD TRUST	.862	.42
CNTY UNIFIED SPEC DIST TRST FD	25.000	12.36
CNTY WEED & PEST BOARD TRUST	.411	.20
COLLEGE FOUNDATION PROGRAM	2.545	1.26
COOPERATIVE HIGHER EDUC SERV	.500	.24
COUNTY WIDE SCHOOL TRUST FUND	6.000	2.96
STATE OF WY FOUND PRG TRST FND	12.000	5.92
UNIFIED SCHOOL - RECREATION	1.000	.50

Please detach and return the installment coupons
provided below with payment to:
CAMPBELL COUNTY TREASURER
P.O. Box 1027
Gillette, WY 82717-1027

OR

PAY YOUR 2022 TAX ONLINE AT:
<https://itax.tylertech.com/CampbellWY/>

TOTAL 62.553 30.90

DUE DATES AND PAYMENT INFORMATION

1st half installments are delinquent after November 10, 2022. 2nd half installments are delinquent after May 10, 2023.

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, 2022

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!

2022 FIRST INSTALLMENT COUPON OR TOTAL TAX DUE COUPON

SCHLAUTMANN MICHAEL S
3171 HWY 50
GILLETTE, WY 82718-9200



Parcel#: 000025580

Please Circle Which Amount You Are Paying:

First Installment (Due on or before 11/10/2022): \$15.45
Total Tax (Due on or before 12/31/2022): \$30.90

2022 SECOND INSTALLMENT COUPON

SCHLAUTMANN MICHAEL S
3171 HWY 50
GILLETTE, WY 82718-9200



Parcel#: 000025580

Second Installment (Due on or before 05/10/2023): \$15.45

1-20-2023

date processed

PETITION FOR REBATE/CANCELLATION OF TAXES

STATE OF WYOMING

COUNTY OF CAMPBELL

No: 2021-184

NAME: BUILT WRIGHT HOMES & ROOFING INC

NOTICE ISSUED FOR:

NOVC#

OTHER: BUSINESS CLOSED

☐

PARTIAL

☐

REBATE

☒

CANCELLATION

YEAR: 2022

TAX NOTICE NO.

ACCOUNT/PARCEL# 30062633--

DISTRICT NO. 0150

ASSESSED VALUATION: 1,425

AMOUNT: \$ 100.54

Troy M. Clements COUNTY ASSESSOR

APPROVED: ☐

DENIED: ☐

THIS _____ DAY OF _____, 20 ____

BOARD OF COUNTY COMMISSIONERS

FILED _____, 20 ____

COUNTY CLERK

1-20-2023 Cancellation # 2021-184

Campbell County

Rachael Knust, Treasurer
2022 PERSONAL PROPERTY TAX BILL

(307) 682-7268
<https://www.campbellcountywy.gov>

PO. Box 1027
Gillette, WY 82717

District 0150 **Parcel Number** 0P0062633 **State Acct. No.** P0062633 **GEO Pin** 33330006263300

Assessed Valuation

Real Estate Value 0
Improvements/Buildings Value 0
Personal Property Value 1,425

BUILT WRIGHT HOMES & ROOFING INC
ATTN LOLA CASH
1800 WOODLAKE RD
MIDWAY, KY 40347-9776

Cancel -
Business closed

Total Valuation 1,425
Mill Levy 70.553
General Taxes 100.54
Special Taxes 0.00
Total Tax \$100.54

First Installment \$50.27

Delinquent after November 10, 2022

Second Installment \$50.27

Delinquent after May 10, 2023

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

Legal Description

LOCATION: 401 N WORKS AVE
PERSONAL PROPERTY

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

TAXING AUTHORITY LEVY AMOUNT

CAMPBELL COUNTY GOVERNMENT	11.235	16.02
CITY OF GILLETTE TRUST FUND	8.000	11.40
CNTY HOSPITAL DIST TRUST FUND	3.000	4.28
CNTY SPEC CEMETERY BOARD TRUST	.862	1.22
CNTY UNIFIED SPEC DIST TRST FD	25.000	35.62
CNTY WEED & PEST BOARD TRUST	.411	.58
COLLEGE FOUNDATION PROGRAM	2.545	3.62
COOPERATIVE HIGHER EDUC SERV	.500	.72
COUNTY WIDE SCHOOL TRUST FUND	6.000	8.56
STATE OF WY FOUND PRG TRST FND	12.000	17.10
UNIFIED SCHOOL - RECREATION	1.000	1.42

Please detach and return the installment coupons
provided below with payment to:

CAMPBELL COUNTY TREASURER
PO. Box 1027
Gillette, WY 82717-1027

OR

PAY YOUR 2022 TAX ONLINE AT:
<https://itax.tylertech.com/CampbellWY/>

TOTAL 70.553 100.54

DUE DATES AND PAYMENT INFORMATION

1st half installments are delinquent after November 10, 2022. 2nd half installments are delinquent after May 10, 2023.

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, 2022

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!

2022 FIRST INSTALLMENT COUPON OR TOTAL TAX DUE COUPON

BUILT WRIGHT HOMES & ROOFING INC
ATTN LOLA CASH
1800 WOODLAKE RD
MIDWAY, KY 40347-9776



Parcel#: 0P0062633

Please Circle Which Amount You Are Paying:

First Installment (Due on or before 11/10/2022): \$50.27
Total Tax (Due on or before 12/31/2022): \$100.54

2022 SECOND INSTALLMENT COUPON

BUILT WRIGHT HOMES & ROOFING INC
ATTN LOLA CASH
1800 WOODLAKE RD
MIDWAY, KY 40347-9776



Parcel#: 0P0062633

Second Installment (Due on or before 05/10/2023): \$50.27

1-20-2023

date processed

PETITION FOR REBATE/CANCELLATION OF TAXES

STATE OF WYOMING

COUNTY OF CAMPBELL

No: 2021-185

NAME: TROGON PROPERTIES LLC

NOTICE ISSUED FOR:

NOVC#

OTHER: NO EQUIPMENT

☐ PARTIAL

☐ REBATE

☒ CANCELLATION

YEAR: 2020

TAX NOTICE NO.

ACCOUNT/PARCEL# 30056400

DISTRICT NO. 0150

ASSESSED VALUATION: 162

AMOUNT:\$ 11.03

Joyce Clements COUNTY ASSESSOR

APPROVED: ☐ DENIED: ☐

THIS _____ DAY OF _____, 20 ____

BOARD OF COUNTY COMMISSIONERS

FILED _____, 20 ____

COUNTY CLERK

1-20-2023 Cancellation # 2021-185

Campbell County

Rachael Knust, Treasurer
2020 PERSONAL PROPERTY TAX BILL

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

PO. Box 1027
Gillette, WY 82717

District 0150 **Parcel Number** 030056400 **State Acct. No.** P0056400 **GEO Pin** 33330005640000

Assessed Valuation

Real Estate Value 0
Improvements/Buildings Value 0
Personal Property Value 162

TROGON PROPERTIES LLC
222 S GILLETTE AVE STE 701
GILLETTE, WY 82716-0000

*Cancel -
No equipment*

Total Valuation 162
Mill Levy 68.056
General Taxes 11.03
Special Taxes 0.00
Total Tax \$11.03

First Installment \$5.52

Delinquent after November 10, 2020

Second Installment \$5.51

Delinquent after May 10, 2021

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

Legal Description

LOCATION: 2209 S EMERSON AVE
PERSONAL PROPERTY

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

TAXING AUTHORITY	LEVY	AMOUNT
CAMPBELL COUNTY GOVERNMENT	11.276	1.82
CITY OF GILLETTE TRUST FUND	8.000	1.30
CNTY HOSPITAL DIST TRUST FUND	3.000	.48
CNTY SPEC CEMETERY BOARD TRUST	.826	.14
CNTY UNIFIED SPEC DIST TRST FD	25.000	4.05
CNTY WEED & PEST BOARD TRUST	.454	.08
COOPERATIVE HIGHER EDUC SERV	.500	.08
COUNTY WIDE SCHOOL TRUST FUND	6.000	.98
STATE OF WY FOUND PRG TRST FND	12.000	1.94
UNIFIED SCHOOL - RECREATION	1.000	.16
TOTAL	68.056	11.03

Please detach and return the installment coupons
provided below with payment to:
CAMPBELL COUNTY TREASURER
PO. Box 1027
Gillette, WY 82717-1027

OR

PAY YOUR 2020 TAX ONLINE AT:
<https://itax.tylertech.com/CampbellWY/>

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!

2020 FIRST INSTALLMENT COUPON OR TOTAL TAX DUE COUPON

TROGON PROPERTIES LLC
222 S GILLETTE AVE STE 701
GILLETTE, WY 82716-0000



Parcel#: 030056400

Please Circle Which Amount You Are Paying:

First Installment (Due on or before 11/10/2020): \$5.52
Total Tax (Due on or before 12/31/2020): \$11.03

2020 SECOND INSTALLMENT COUPON

TROGON PROPERTIES LLC
222 S GILLETTE AVE STE 701
GILLETTE, WY 82716-0000



Parcel#: 030056400

Second Installment (Due on or before 05/10/2021): \$5.51

1-20-2023
date processed

PETITION FOR REBATE/CANCELLATION OF TAXES

STATE OF WYOMING

COUNTY OF CAMPBELL

No: 2021-186

NAME: TROGON PROPERTIES LLC

NOTICE ISSUED FOR:

NOVC#

OTHER: NO EQUIPMENT

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

YEAR: 2021

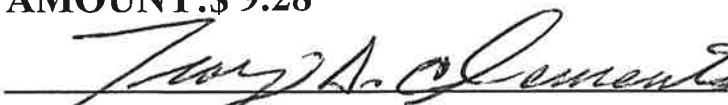
TAX NOTICE NO.

ACCOUNT/PARCEL# 30056400

DISTRICT NO. 0150

ASSESSED VALUATION: 136

AMOUNT:\$ 9.28

 **COUNTY ASSESSOR**
APPROVED: ☐ **DENIED:** ☐

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

BOARD OF COUNTY COMMISSIONERS

FILED _____, 20 ____

COUNTY CLERK

1-20-2023 Cancellation # 2021-186

Campbell County

Rachael Knust, Treasurer
2021 PERSONAL PROPERTY TAX BILL

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

PO. Box 1027
Gillette, WY 82717

District 0150 **Parcel Number** 030056400 **State Acct. No.** P0056400 **GEO Pin** 33330005640000

Assessed Valuation
Real Estate Value 0
Improvements/Buildings Value 0
Personal Property Value 136

TROGON PROPERTIES LLC
222 S GILLETTE AVE STE 701
GILLETTE, WY 82716-3746

*Cancel -
No equipment*

Total Valuation 136
Mill Levy 68.225
General Taxes 9.28
Special Taxes 0.00
Total Tax \$9.28

First Installment \$4.64

Delinquent after November 10, 2021

Second Installment \$4.64

Delinquent after May 10, 2022

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

Legal Description

LOCATION: 2209 S EMERSON AVE
PERSONAL PROPERTY

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

TAXING AUTHORITY LEVY AMOUNT

CAMPBELL COUNTY GOVERNMENT	11.235	1.54
CITY OF GILLETTE TRUST FUND	8.000	1.08
CNTY HOSPITAL DIST TRUST FUND	3.000	.40
CNTY SPEC CEMETERY BOARD TRUST	.901	.12
CNTY UNIFIED SPEC DIST TRST FD	25.000	3.40
CNTY WEED & PEST BOARD TRUST	.589	.08
COOPERATIVE HIGHER EDUC SERV	.500	.06
COUNTY WIDE SCHOOL TRUST FUND	6.000	.82
STATE OF WY FOUND PRG TRST FND	12.000	1.64
UNIFIED SCHOOL - RECREATION	1.000	.14

Please detach and return the installment coupons
provided below with payment to:
CAMPBELL COUNTY TREASURER
PO. Box 1027
Gillette, WY 82717-1027

OR

PAY YOUR 2021 TAX ONLINE AT:
<https://itax.tylertech.com/CampbellWY/>

TOTAL 68.225 9.28

DUE DATES AND PAYMENT INFORMATION

1st half installments are delinquent after November 10, 2021. 2nd half installments are delinquent after May 10, 2022.

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, 2021

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!

2021 FIRST INSTALLMENT COUPON OR TOTAL TAX DUE COUPON

TROGON PROPERTIES LLC
222 S GILLETTE AVE STE 701
GILLETTE, WY 82716-3746



Parcel#: 030056400

Please Circle Which Amount You Are Paying:

First Installment (Due on or before 11/10/2021): \$4.64
Total Tax (Due on or before 12/31/2021): \$9.28

2021 SECOND INSTALLMENT COUPON

TROGON PROPERTIES LLC
222 S GILLETTE AVE STE 701
GILLETTE, WY 82716-3746



Parcel#: 030056400

Second Installment (Due on or before 05/10/2022): \$4.64

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 2nd day of December, 2022.

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

Principal was duly Appointed ☒ Elected ☐ to the office of Bookkeeper

in the _____ of Campbell County Predatory Board,

and State aforesaid for the term beginning December 20th, 2022, and ending

December 20th, 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 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. Bruffat
Paul T. Bruffat, Vice President

ACKNOWLEDGMENT OF SURETY
(Corporate Officer)

STATE OF SOUTH DAKOTA }
County of Minnehaha } ss

On this 2nd day of December, 2022, 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 Kenda Ann Ford
on this 5th day of January, 2023

My Commission Expires 9/12/24



R.R. Deaton
Notary Public, Wyoming

ACKNOWLEDGMENT OF PRINCIPAL

THE STATE OF WYOMING }
County of Campbell } ss

On this 5th day of January, 2023, 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

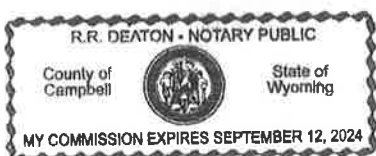
free act and deed.

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 2nd day of December,
2022.

ATTEST

L. Bauder

L. Bauder, Assistant Secretary

WESTERN SURETY COMPANY

By

Paul T. Bruflat

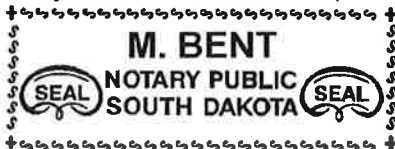
Paul T. Bruflat, Vice President

STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss



On this 2nd day of December, 2022, before me, a Notary Public, personally appeared
Paul T. Bruflat and L. Bauder

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 March 2, 2026

M. Bent

Notary Public

To validate bond authenticity, go to www.cnasurety.com > Owner/Obligee Services > Validate Bond Coverage.



Wyoming



Western Surety Company

OFFICIAL BOND AND OATH

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 71421492

That we Anita Czapeczka

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

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

sum of Ten Thousand and 00/100 DOLLARS (\$ 10,000.00), to which payment well and truly to be made, we bind ourselves and our legal representatives, jointly and severally, firmly by these presents.

Dated this 20th day of January, 2023.

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

Principal was duly ☒ Appointed ☐ Elected to the office of Treasurer

in the of PINNACLE HEIGHTS I&S DISTRICT

and State aforesaid for the term beginning February 14th, 2023, and ending

February 14th, 2024.

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.

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

Anita Czapeczka
Principal

WESTERN SURETY COMPANY

By Paul T. Bruffat
Paul T. Bruffat, Vice President

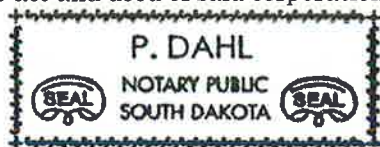
ACKNOWLEDGMENT OF SURETY
(Corporate Officer)

STATE OF SOUTH DAKOTA
County of Minnehaha

} ss

On this 20th day of January, 2023, 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.

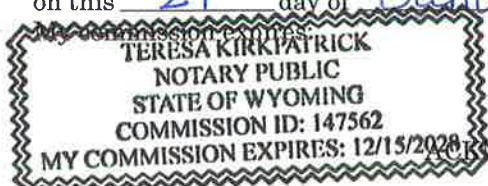
Anita A. Czapeczka

State of Wyoming

County of Campbell

} ss

This Oath of Office was subscribed and sworn to before me by Anita Czapeczka
on this 27 day of January, 2023



Teresa Kirkpatrick
Notary Public, Wyoming

KNOWLEDGMENT OF PRINCIPAL

THE STATE OF WYOMING

County of Campbell

} ss

On this 27 day of January, 2023, before me, personally appeared

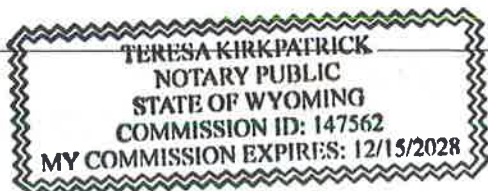
Anita Czapeczka

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

her

free act and deed.

My commission expires



Teresa Kirkpatrick
Notary Public, Wyoming

Wyoming



Western Surety Company

OFFICIAL BOND AND OATH

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 63414418

That we Rachael E Knust,

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, the State of Wyoming, in the penal

sum of One Hundred Thousand and 00/100 DOLLARS (\$ 100,000.00), 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 20th day of January, 2023.

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 County of Campbell

and State aforesaid for the term beginning January 2nd, 2023, and ending

January 2nd, 2027.

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.....

Rachael E Knust

Principal

WESTERN SURETY COMPANY

By Paul T. Bruffat

Paul T. Bruffat, Vice President

ACKNOWLEDGMENT OF SURETY
(Corporate Officer)

STATE OF SOUTH DAKOTA }
County of Minnehaha } ss

On this 20th day of January, 2023, 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.

Rachael E. Knust

State of Wyoming }
County of Campbell } ss

This Oath of Office was subscribed and sworn to before me by Rachael E. Knust
on this 30th day of January, 2023

My commission expires 2/7/2023



Marlo R. Kruckenberg
Notary Public, Wyoming

ACKNOWLEDGMENT OF PRINCIPAL

THE STATE OF WYOMING }
County of Campbell } ss

On this 30th day of January, 2023, before me, personally appeared

Rachael E. Knust, 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

Feb. 7th, 2023



Marlo R. Kruckenberg
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

bond with bond number 63414418

for Rachael E. Knust

as Principal in the penalty amount not to exceed: \$100,000.00.

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 20th day of January,
2023.

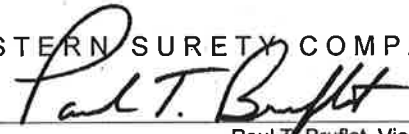
ATTEST



L. Bauder, Assistant Secretary

WESTERN SURETY COMPANY

By



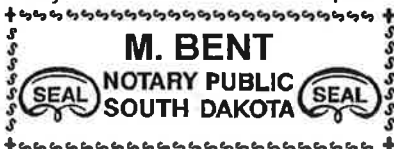
Paul T. Bruflat, Vice President



STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss

On this 20th day of January, 2023, before me, a Notary Public, personally appeared
Paul T. Bruflat and L. Bauder

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.



Notary Public

My Commission Expires March 2, 2026

To validate bond authenticity, go to www.cnasurety.com > Owner/Obligee Services > Validate Bond Coverage.





Public Official Bond

Nationwide Mutual Insurance Company
Bond Department
1100 Locust St. Dept. 2006
Des Moines, IA 50391-2006

Bond No. 7901124558

KNOW ALL MEN BY THESE PRESENTS:

That we, Joseph J Lawrence, as principal, and
Nationwide Mutual Insurance Company, a corporation organized under the laws of the State of Ohio as Surety, are
held and firmly bound unto Campbell County School District
in the sum of One Hundred Thousand and no/100 Dollars lawful money of the United States, to
the payment of which, well and truly to be made, we hereby bind ourselves, and each of us, our, and each of our heirs,
executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

Sealed with our seals dated this 20th day of December, 2022.

THE CONDITION OF THE ABOVE OBLIGATION IS, That whereas the bounden principal has been Appointed or
Elected to the office of Treasurer for the
term beginning December 20, 2022 and ending December 19, 2023.

NOW, THEREFORE, If the said Principal shall well, truly and faithfully perform all official duties required by law of such
official during the term aforesaid, the principal and the Surety hereby agreeing that if said bond is required by any statute, all the
provisions of such statute are hereby made a part of this bond, then this obligation shall be void, otherwise to remain in full
force and effect.

Joseph J Lawrence

, Principal

Glennie Sugatt
Resident Agent



Nationwide Mutual Insurance Company

By: Elizabeth Moore

Elizabeth Moore, Attorney-in-Fact

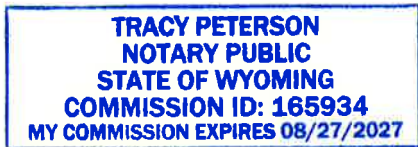
OATH

STATE OF WY

ss

County of Campbell

"I Joseph Lawrence, do solemnly swear that I will support the Constitution of the United States and the Constitution of the
State of WY and I will faithfully and impartially perform the duties of the office of Treasurer
according to law, and to the best of my ability. And I do further swear that I do not advocate, nor am I a member of any political
party or organization that advocates the overthrow of the government of the United States or of this State by force or violence;
and that during such time as I am in this position I will not advocate nor become a member of any political party or organization
that advocates the overthrow of the government of the United States or of this State by force or violence. So help me God."



Signature

Subscribed in my presence and sworn to before me this

17th day of January, 2023

Notary Public

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

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

17th day of January, 2023

Dennis Holmes

Dennis Holmes

Power of Attorney

KNOW ALL MEN BY THESE PRESENTS THAT:

Nationwide Mutual Insurance Company, an Ohio corporation

hereinafter referred to severally as the "Company" and collectively as "the Companies" does hereby make, constitute and appoint:

Elizabeth Moore

each in their individual capacity, its true and lawful attorney-in-fact, with full power and authority to sign, seal, and execute on its behalf any and all bonds and undertakings, and other obligatory instruments of similar nature, in penalties not exceeding the sum of

One Hundred Thousand and no/100 dollars (\$100,000.00)

and to bind the Company thereby, as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Company; and all acts of said Attorney pursuant to the authority given are hereby ratified and confirmed.

This power of attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the board of directors of the Company:

"RESOLVED, that the president, or any vice president be, and each hereby is, authorized and empowered to appoint attorneys-in-fact of the Company, and to authorize them to execute and deliver on behalf of the Company any and all bonds, forms, applications, memorandums, undertakings, recognizances, transfers, contracts of indemnity, policies, contracts guaranteeing the fidelity of persons holding positions of public or private trust, and other writings obligatory in nature that the business of the Company may require; and to modify or revoke, with or without cause, any such appointment or authority; provided, however, that the authority granted hereby shall in no way limit the authority of other duly authorized agents to sign and countersign any of said documents on behalf of the Company."

"RESOLVED FURTHER, that such attorneys-in-fact shall have full power and authority to execute and deliver any and all such documents and to bind the Company subject to the terms and limitations of the power of attorney issued to them, and to affix the seal of the Company thereto; provided, however, that said seal shall not be necessary for the validity of any such documents."

This power of attorney is signed and sealed under and by the following bylaws duly adopted by the board of directors of the Company.

Execution of Instruments. Any vice president, any assistant secretary or any assistant treasurer shall have the power and authority to sign or attest all approved documents, instruments, contracts, or other papers in connection with the operation of the business of the company in addition to the chairman of the board, the chief executive officer, president, treasurer or secretary; provided, however, the signature of any of them may be printed, engraved, or stamped on any approved document, contract, instrument, or other papers of the Company.

IN WITNESS WHEREOF, the Company has caused this instrument to be sealed and duly attested by the signature of its officer the 20th day of August, 2021.



Antonio C. Albanese, **Vice President** of Nationwide Mutual Insurance Company

ACKNOWLEDGMENT

STATE OF NEW YORK COUNTY OF NEW YORK: ss

On this 20th day of August, 2021, before me came the above-named officer for the Company aforesaid, to me personally known to be the officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, deposes and says, that he is the officer of the Company aforesaid, that the seal affixed hereto is the corporate seal of said Company, and the said corporate seal and his signature were duly affixed and subscribed to said instrument by the authority and direction of said Company.



Stephanie Rubino McArthur
Notary Public, State of New York
No. 02MC6270117
Qualified in New York County
Commission Expires October 19, 2024

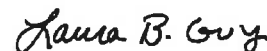


Notary Public
My Commission Expires
October 19, 2024

CERTIFICATE

I, Laura B. Guy, Assistant Secretary of the Company, do hereby certify that the foregoing is a full, true and correct copy of the original power of attorney issued by the Company; that the resolution included therein is a true and correct transcript from the minutes of the meetings of the boards of directors and the same has not been revoked or amended in any manner; that said Antonio C. Albanese was on the date of the execution of the foregoing power of attorney the duly elected officer of the Company, and the corporate seal and his signature as officer were duly affixed and subscribed to the said instrument by the authority of said board of directors; and the foregoing power of attorney is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto subscribed my name as Assistant Secretary, and affixed the corporate seal of said Company this 20th day of December, 2022.



Assistant Secretary

BUDGET LINE-ITEM TRANSFER

TO: Grace Davis & Board of Commissioners
FROM: Michelle Leiker
DATE: 1/23/23
SUBJECT: Budget Line-Item Transfer Request

Please make the following Budget line-item transfers:

	Transfer From:			Transfer To:	
Date of Entry	Amount	Account #	Account Name	Account #	Account Name
1/23/2023	825.00	100023-60500	Election Judges	100023-64000	Supplies

Department Head Signature: Michelle L Leiker /gd 1/23/23
Commissioner Signature: _____

BUDGET LINE-ITEM TRANSFER

TO: Grace Davis & Board of Commissioners

FROM: Michelle Leiker

DATE: 1/26/23

SUBJECT: Budget Line-Item Transfer Request

Please make the following Budget line-item transfers:

	Transfer From:			Transfer To:	
Date of Entry	Amount	Account #	Account Name	Account #	Account Name
1/26/2023	\$5,000.00	100023-63360	Election, Ballot, Coding	100023-62260	Professional Services

Department Head Signature:

Michelle L Leiker 1/26/23

Commissioner Signature: _____

BUDGET LINE-ITEM TRANSFER

TO: Grace Davis & Board of Commissioners
FROM: Cindy Lovelace
DATE: 1/24/23
SUBJECT: Budget Line-Item Transfer Request

Please make the following Budget line-item transfers:

	Transfer From:			Transfer To:	
Date of Entry	Amount	Account #	Account Name	Account #	Account Name
1/24/2023	\$5,000.00	100021-64000	Supplies	100021-62260	Professional Services

Department Head Signature: _____

Commissioner Signature: _____

 /gd 1/24/23

BUDGET LINE-ITEM TRANSFER

TO: Grace Davis & Board of Commissioners
FROM: Paul Waltem
DATE: 1/26/23
SUBJECT: Budget Line-Item Transfer Request

Please make the following Budget line-item transfers:

	Transfer From:			Transfer To:	
Date of Entry	Amount	Account #	Account Name	Account #	Account Name
1-27-23	1,000	60200	Act Time Reg	64150	Gasoline

Department Head Signature: _____

Commissioner Signature: _____

 vgd 1/26/23

BUDGET LINE-ITEM TRANSFER

TO: Grace Davis & Board of Commissioners
FROM: Parks and Recreation
DATE: 1/17/23
SUBJECT: Budget Line-Item Transfer Request & Project strings amendment

Please make the following Budget line-item transfers:

Date of Entry	Transfer From:			Transfer To:	
	Amount	Account #	Account Name	Account #	Account Name
1/17/23	\$1,000	100772-65080	Building Maintenance 770772-BUILDMAINT	100772-65000	Veh/Eq Repair/Maint- Veh Maint 770772-VEHEQREP- VEHMAINT
1/17/23	\$140	100772-65080	Building Maintenance 770772-BUILDMAINT	100774-64100	Clothing/Uniforms 770774-UNIFORMS
1/17/23	\$150	100772-65080	Building Maintenance 770772-BUILDMAINT	100772-63440	MiscExp 770772-MISCEXP
1/17/23	\$401	100774-64250	Landscaping Supplies 770774-LANDSUPP	100774-65000	Veh/Eq Repair/Maint- Veh Maint 770774-VEHEQREP- VEHPARTS

Department Head Signature: _____

Commissioner Signature: _____

[Handwritten Signature] 1/18/23

2023-006A

Position Vacancy Justification

Department:	County Attorney's Office		Date:	1/19/23	
Position Title:	Deputy County Attorney				
Classification Grade:	113	Current Salary of Incumbent:	\$96,300		
Salary Range:	Min \$78,873.60	Mid \$100,204	Max \$121,534.40		
Justification for Hiring Position:	Current case load justifies filling the position				
Termed Incumbent:					
Position Originated:	County				
Funding Source for Position:	County: Yes	State: No	Federal: No	Other: NO	Explain Other:
Status Code:	Full-Time Yes	Part-Time NO	Number of Annual Hours:		2080
Reason for Vacancy:	Replacement due to Termination: Due to incumbent promoted to a different position		Replacement due to Retirement:		New Position:
Existing Budgeted Position:	Yes				
Benefit Eligible:	Yes				
Department Head Signature & Date	 1/19/23				
H.R. Resources Director Approval & Date	 1/20/23				
Commissioner Approval & Date					

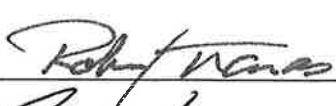
2023-006

Position Vacancy Justification

Department:	County Attorney's Office		Date:	1/17/23	
Position Title:	Legal Assistant				
Classification Grade:	106	Current Salary of Incumbent:	22.08		
Salary Range:	Min \$20.18	Mid \$25.64	Max \$31.09		
Justification for Hiring Position:	Current case load justifies filling the position				
Termed Incumbent:					
Position Originated:	County				
Funding Source for Position:	County: Yes	State: No	Federal: No	Other: NO	Explain Other:
Status Code:	Full-Time Yes	Part-Time NO	Number of Annual Hours:		2080
Reason for Vacancy:	Replacement due to Termination: Due to incumbent moving to a different position		Replacement due to Retirement:		New Position:
Existing Budgeted Position:	Yes				
Benefit Eligible:	Yes				
Department Head Signature & Date	 1/17/23				
H.R. Resources Director Approval & Date	 1/17/23				
Commissioner Approval & Date					

2023-009

Position Vacancy Justification

Department:	Children's Developmental Services of Campbell County			Date:	1/13/23
Position Title:	Early Childhood Instructor				
Classification Grade:	108	Current Salary of Incumbent:	\$55973.88		
Salary Range:	Min 50,793.60	Mid 64,532.00	Max 78,270.40		
Justification for Hiring Position:	To provide quality early childhood services to children by planning, supervising and implementing an education program in line with the philosophy and curriculum of Children's Developmental Services of Campbell County following National Association for the Education of Young Children (NAECY) accreditation and Developmentally Appropriate Practice (DAP)				
Termed Incumbent:					
Position Originated:					
Funding Source for Position:	County: Yes	State: No	Federal: NO	Other: No	Explain Other:
Status Code:	Full-Time Yes	Part-Time No	Number of Annual Hours:		2080
Reason for Vacancy:	Replacement due to Termination: Yes		Replacement due to Retirement: No		New Position: No
Existing Budgeted Position:	Yes				
Benefit Eligible:	Yes				
Department Head Signature & Date	 1/18/2023				
H.R. Resources Director Approval & Date	 1/20/2023				
Commissioner Approval & Date					

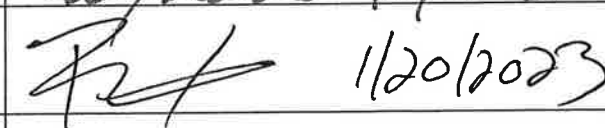
2023 008

Position Vacancy Justification

Department:	Children's Developmental Services of Campbell County			Date:	1/13/23
Position Title:	Early Childhood Special Education Instructor				
Classification Grade:	108	Current Salary of Incumbent:	\$69461.83		
Salary Range:	Min 50,793.60	Mid 64,532.00	Max 78,270.40		
Justification for Hiring Position:	To provide a comprehensive early intervention program for children ages 2 ½ through five including coordination, development, and implementation of the Individual Educational Plan/Individual Family Service Plan (IEP/IFSP) process, screening assessment, intervention, and case management in accordance with the Individuals with Disabilities Education Act (IDEA).				
Termed Incumbent:					
Position Originated:					
Funding Source for Position:	County: No	State: Yes	Federal: Yes	Other: No	Explain Other:
Status Code:	Full-Time Yes	Part-Time No	Number of Annual Hours:		2080
Reason for Vacancy:	Replacement due to Termination: Yes		Replacement due to Retirement: No		New Position: No
Existing Budgeted Position:	Yes				
Benefit Eligible:	Yes				
Department Head Signature & Date	 1/18/2023				
H.R. Resources Director Approval & Date	 1/20/2023				
Commissioner Approval & Date					

2023-010

Position Vacancy Justification

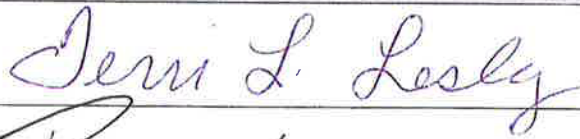
Department:	Children's Developmental Services of Campbell County			Date:	1/13/23
Position Title:	Early Childhood Special Education Instructor				
Classification Grade:	108	Current Salary of Incumbent:	\$69461.83		
Salary Range:	Min 50,793.60	Mid 64,532.00	Max 78,270.40		
Justification for Hiring Position:	To provide a comprehensive early intervention program for children ages 2 ½ through five including coordination, development, and implementation of the Individual Educational Plan/Individual Family Service Plan (IEP/IFSP) process, screening assessment, intervention, and case management in accordance with the Individuals with Disabilities Education Act (IDEA).				
Termed Incumbent:					
Position Originated:					
Funding Source for Position:	County: No	State: Yes	Federal: Yes	Other: No	Explain Other:
Status Code:	Full-Time Yes	Part-Time No	Number of Annual Hours:		2080
Reason for Vacancy:	Replacement due to Termination: Yes		Replacement due to Retirement: No		New Position: No
Existing Budgeted Position:	Yes				
Benefit Eligible:	Yes				
Department Head Signature & Date	 1/18/2023				
H.R. Resources Director Approval & Date	 1/20/2023				
Commissioner Approval & Date					

2023-007 Position Vacancy Justification

Department:	Children's Developmental Services of Campbell County			Date:	1/13/23
Position Title:	Instructional Assistant				
Classification Grade:	103	Current Salary of Incumbent:	\$17.80		
Salary Range:	Min \$16.64	Mid \$21.15	Max \$25.65		
Justification for Hiring Position:	Assists in providing appropriate services to children within the inclusive classroom while closely following National Association for the Education of Young Children (NAEYC) criteria and Developmentally Appropriate Practices (DAP).				
Termed Incumbent:					
Position Originated:					
Funding Source for Position:	County: Yes	State: No	Federal: No	Other: No	Explain Other:
Status Code:	Full-Time Yes	Part-Time No	Number of Annual Hours:		2080
Reason for Vacancy:	Replacement due to Termination: Yes		Replacement due to Retirement: No		New Position: No
Existing Budgeted Position:	Yes				
Benefit Eligible:	Yes				
Department Head Signature & Date	 1/18/2023				
H.R. Resources Director Approval & Date	 1/20/2023				
Commissioner Approval & Date					

2023-015

Position Vacancy Justification

Department:	Library	Date:	01/30/2023
Position Title:	Reference Services Specialist		
Classification Grade:	107	Current Salary of Incumbent:	\$23,088
Salary Range:	Min \$22.20	Mid \$28.21	Max \$34.21
Justification for Hiring Position:	This position is essential to deliver effective library services to the community. The position performs research, patron instruction, and manages the nonfiction and periodicals library collection as well as the online databases.		
Termed Incumbent:			
Position Originated:	Budgeted Position		
Funding Source for Position:	County: Yes	State: No	Federal: No
			Other: No
	Explain Other:		
Status Code:	Full-Time No	Part-Time Yes	Number of Annual Hours: 1040
Reason for Vacancy:	Replacement due to Termination:	Replacement due to Retirement:	Other: Incumbent hired in 27/hr position
Existing Budgeted Position:	Yes		
Benefit Eligible:	Yes		
Department Head Signature & Date	 1/25/2023		
H.R. Resources Director Approval & Date	 1/30/2023		
Commissioner Approval & Date			

2023-005 Position Vacancy Justification

Department:	Public Works - Custodial		Date:	1/17/2023	
Position Title:	Custodian I				
Classification Grade:	102	Current Salary of Incumbent:	\$16.96		
Salary Range:	Min \$15.85	Mid \$20.14	Max \$24.42		
Justification for Hiring Position:	Current employee changed departments				
Termed Incumbent:					
Position Originated:	Budgeted FY22-23				
Funding Source for Position:	County: X	State:	Federal:	Other:	Explain Other:
Status Code:	Full-Time X	Part-Time	Number of Annual Hours:		2080
Reason for Vacancy:	Replacement due to Termination: Changed department		Replacement due to Retirement:		New Position:
Existing Budgeted Position:	Yes				
Benefit Eligible:	Yes				
Department Head Signature & Date	 1/17/2023				
H.R. Resources Director Approval & Date	 1/17/2023				
Commissioner Approval & Date					

2023-012

Position Vacancy Justification

Department:	Road & Bridge			Date:	1-23-2023
Position Title:	Equipment Operator				
Classification Grade:	106	Current Salary of Incumbent:	\$25.00/hr		
Salary Range:	Min \$20.18/hr	Mid \$25.64/hr	Max \$31.09/hr		
Justification for Hiring Position:	Equipment Operator left employment for a higher paying position, replacement operator needed. Currently budget position.				
Termed Incumbent:					
Position Originated:					
Funding Source for Position:	County: Yes	State: No	Federal: No	Other: No	Explain Other:
Status Code:	Full-Time Yes	Part-Time No	Number of Annual Hours:		2,080
Reason for Vacancy:	Replacement due to Termination: No		Replacement due to Retirement: No		New Position: N
Existing Budgeted Position:	Yes				
Benefit Eligible:	Yes				
Department Head Signature & Date	 1-23-2023				
H.R. Resources Director Approval & Date	 1/23/2023				
Commissioner Approval & Date					

2023-011

Position Vacancy Justification

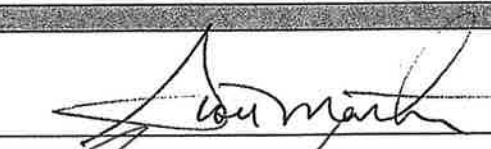
Department:	Road & Bridge	Date:	1-23-2023
Position Title:	Equipment Operator		
Classification Grade:	106	Current Salary of Incumbent:	\$24.00/hr
Salary Range:	Min \$20.18/hr	Mid \$25.64/hr	Max \$31.09/hr
Justification for Hiring Position:	Equipment Operator terminated, replacement operator needed. Currently budget position.		
Termed Incumbent:			
Position Originated:			
Funding Source for Position:	County: Yes	State: No	Federal: No
			Other: No
	Explain Other:		
Status Code:	Full-Time Yes	Part-Time No	Number of Annual Hours: 2,080
Reason for Vacancy:	Replacement due to Termination: Yes	Replacement due to Retirement: No	New Position: N
Existing Budgeted Position:	Yes		
Benefit Eligible:	Yes		
Department Head Signature & Date	 1-23-2023		
H.R. Resources Director Approval & Date	 1/23/2023		
Commissioner Approval & Date			

2023-014

Position Vacancy Justification

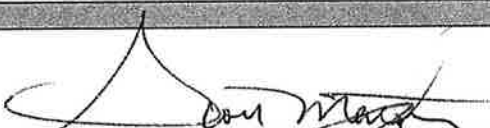
Department:	Sheriff's Office	Date:	1/27/2023
Position Title:	Administrative Assistant		
Classification Grade:	104	Current Salary of Incumbent:	\$17.47
Salary Range:	Min \$17.47	Mid \$22.20	Max \$26.92
Justification for Hiring Position:	Filling existing budgeted position.		
Termed Incumbent:	PT Administrative Assistant (Resignation 2/5/23)		
Position Originated:	Budgeted Position for Fiscal Year 2022-2023		
Funding Source for Position:	County: Yes	State:	Federal:
			Other:
Status Code:	Full-Time	Part-Time Yes	Number of Annual Hours: 1,664
Reason for Vacancy:	Replacement due to Termination: Yes	Replacement due to Retirement:	New Position:
Existing Budgeted Position:	Yes		
Benefit Eligible:	Yes		
Department Head Signature & Date	 01/26/2023		
H.R. Resources Director Approval & Date	 1/27/2023		
Commissioner Approval & Date			

Position Vacancy Justification 2023-018

Department:	Sheriff's Office			Date:	2/2/2023
Position Title:	Administrative Assistant				
Classification Grade:	108	Current Salary of Incumbent:	\$26.13		
Salary Range:	Min \$24.42	Mid \$31.03	Max \$37.63		
Justification for Hiring Position:	Filling existing budgeted position.				
Termed Incumbent:	Administrative Coordinator (Resignation 2/16/23)				
Position Originated:	Budgeted Position for Fiscal Year 2022-2023				
Funding Source for Position:	County: Yes	State:	Federal:	Other:	Explain Other:
Status Code:	Full-Time Yes	Part-Time	Number of Annual Hours:		2,080
Reason for Vacancy:	Replacement due to Termination: Yes		Replacement due to Retirement:		New Position:
Existing Budgeted Position:	Yes				
Benefit Eligible:	Yes				
Department Head Signature & Date					02/02/2023
H.R. Resources Director Approval & Date					
Commissioner Approval & Date					

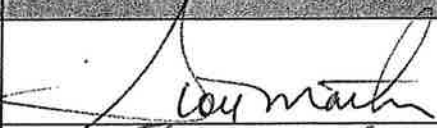
2023-013

Position Vacancy Justification

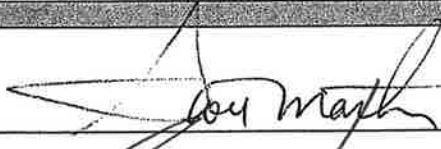
Department:	Sheriff's Office			Date:	1/25/2023
Position Title:	Detention Officer				
Classification Grade:	109	Current Salary of Incumbent:	\$26.62		
Salary Range:	Min \$26.62	Mid \$33.82	Max \$41.01		
Justification for Hiring Position:	Filling existing budgeted position.				
Termed Incumbent:	Detention Officer (Resignation 1/30/2023)				
Position Originated:	Budgeted Position for Fiscal Year 2022-2023				
Funding Source for Position:	County: Yes	State:	Federal:	Other:	Explain Other:
Status Code:	Full-Time Yes	Part-Time	Number of Annual Hours:		2080
Reason for Vacancy:	Replacement due to Termination: Yes		Replacement due to Retirement:		New Position:
Existing Budgeted Position:	Yes				
Benefit Eligible:	Yes				
Department Head Signature & Date	 01/26/2023				
H.R. Resources Director Approval & Date	 1/27/2023				
Commissioner Approval & Date					

Position Vacancy Justification

2023-016

Department:	Sheriff's Office			Date:	2/2/2023
Position Title:	Detention Officer				
Classification Grade:	109	Current Salary of Incumbent:	\$35.22		
Salary Range:	Min \$26.62	Mid \$33.82	Max \$41.01		
Justification for Hiring Position:	Filling existing budgeted position.				
Termed Incumbent:	Detention Officer (Resignation 2/10/23)				
Position Originated:	Budgeted Position for Fiscal Year 2022-2023.				
Funding Source for Position:	County: Yes	State:	Federal:	Other:	Explain Other:
Status Code:	Full-Time Yes	Part-Time	Number of Annual Hours:		2,080
Reason for Vacancy:	Replacement due to Termination: Yes		Replacement due to Retirement:		New Position:
Existing Budgeted Position:	Yes				
Benefit Eligible:	Yes				
Department Head Signature & Date					2/2/2023
H.R. Resources Director Approval & Date					
Commissioner Approval & Date					

Position Vacancy Justification 2023-017

Department:	Sheriff's Office	Date:	2/2/2023
Position Title:	Detention Officer		
Classification Grade:	109	Current Salary of Incumbent:	\$26.62
Salary Range:	Min \$26.62	Mid \$33.82	Max \$41.01
Justification for Hiring Position:	Filling existing budgeted position.		
Termed Incumbent:	Detention Officer (Resignation 2/10/23)		
Position Originated:	Budgeted Position for Fiscal Year 2022-2023		
Funding Source for Position:	County: Yes	State:	Explain Other:
Status Code:	Full-Time Yes	Part-Time	Number of Annual Hours: 2,080
Reason for Vacancy:	Replacement due to Termination: Yes	Replacement due to Retirement:	New Position:
Existing Budgeted Position:	Yes		
Benefit Eligible:	Yes		
Department Head Signature & Date	 2/2/2023		
H.R. Resources Director Approval & Date			
Commissioner Approval & Date			

The following page(s) contain the backup material for Agenda Item: [9:05 Board Appointments, Employee Recognition Committee](#)

*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.



CAMPBELL COUNTY
EMPLOYEE RECOGNITION COMMITTEE

500 SOUTH GILLETTE AVENUE, SUITE #1200
GILLETTE, WY 82716

MEMORANDUM

TO: Campbell County Board of Commissioners
Colleen Faber, Chair
Del Shelstad
Jim Ford
Butch Knutson
Kelley McCreery

FROM: Sarah Marrington, Library Reference Specialist/ERC Chair
Jennifer Points, HR/Risk Management Specialist/ERC HR Liaison

DATE: February 7, 2023

SUBJECT: Employee Recognition Committee Appointments

The Campbell County Employee Recognition Committee (ERC) is comprised of eight members from different departments within the County. These eight members currently serve staggered three-year terms.

The committee currently has two vacancy positions to fill partial terms scheduled to expire on June 30, 2024. One term was recently vacated by former employee, Amanda Wells, on November 22, 2022, and another term was never filled due to lack of nominations from a previous vacancy.

The Employee Recognition Committee would like to make a recommendation to appoint Tracy Archer and Samantha Krebsbach.

Please find attached nominations submitted for Tracey and Samantha for your review.

Thank you for your consideration.

‘The Employee Recognition Committee mission is to recognize and reward the exceptional service and extraordinary commitment displayed by the employees of Campbell County’

CAMPBELL COUNTY EMPLOYEE RECOGNITION COMMITTEE

ERC Nomination Form

Committee Name: Employee Recognition Committee

Nomination Submitted by: Mandy Reynolds and Treasure Boller Extension
Name Department

Employee Nominated: Tracey Archer Administrative Assistant
Name Job Title

Reason for Nomination:

Tracey is a delight to have in our office. She is always thoughtful and helps to celebrate all of
life's little events. We think she would be a fun and creative addition to your committee! She is a
very positive individual who love to see others succeed! We hope you will consider her for the
Employee Recognition Committee!

Mandy Reynolds
Treasure Boller
Signature

12/1/2022

Date

[Signature]
Department Head Signature

12/1/2022

Date

The Employee Recognition Committee mission is to recognize and reward the exceptional service and extraordinary commitment displayed by the employees of Campbell County.



CAMPBELL COUNTY EMPLOYEE RECOGNITION COMMITTEE

ERC Nomination Form

Committee Name: Employee Recognition Committee

Nomination Submitted by: Wendy Ballo Public Works
Name Department

Employee Nominated: Samantha Krebsbach Custodian II
Name Job Title

Reason for Nomination:

I would like to nominate Samantha because she is
always so friendly and outgoing and I think
she would provide a great perspective to the
ERC committee. The custodial dept. doesn't always
have a chance to be involved in these committees
so it would be great to have someone to represent them.
Samantha's personality and energy would be a
positive addition to your committee.

Wendy Ballo
Signature

Mafoh
Department Head Signature

12/1/22
Date

12/1/2022
Date

The following page(s) contain the backup material for Agenda Item: [9:10 Creation & Classification of Financial Coordinator, Fire Department](#)

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



MEMORANDUM
... from H.R./Risk Management

TO: Board of Campbell County Commissioners
Colleen Faber, Chairman
Del Shelstad
Kelley McCreery
Jim Ford
Butch Knutson

FROM: Brandy Elder
Executive Director of Human Resources & Risk Management

DATE: February 7, 2023

SUBJECT: Creation and Classification of Financial Coordinator- Fire

On January 25th, 2023, the Personnel Committee met to review a new job description for the position of Financial Coordinator for the Fire Department. This position would be in the administrative division of the department and serve as a potential succession role to the Director of Finance for the Department. Primary duties include payroll, benefit processing, capital assets, and accounts payable/receivable.

Based on the Committee's review; the following pointing and title are being recommend along with the attached job description for approval.

Title: Financial Coordinator- Fire

Category	Pointing	Factor Amount
Education	4	80
Experience	4	69
Management/Supervision	2a	25
Human Collaboration Skills	3a	75
Freedom to Act and Impact of Action	4a	105
Technical Skill	2c	93
Fiscal Responsibility	3	60
Working Conditions	1a	9
		516
	RATING	109

As always, thank you for your consideration.



Campbell County Job Description

Classification Title	Finance Coordinator- FIRE
Pay Grade	109
FLSA Status	Non-Exempt

GENERAL SUMMARY

Processes payroll, facilitates, and plans all functions related to the payroll operation in compliance with all state, federal and local regulations, and requirements for all departments. Facilitates benefit enrollment for employees. Ensures payroll is processed in an accurate and timely manner. Processes all aspects of accounts payable.

ESSENTIAL DUTIES & RESPONSIBILITIES

The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by employees in this job. Employees may be requested to perform job-related tasks other than those specifically presented in this description.

- Provides timely and accurate payroll processing. Ensures accuracy of pay rates, accounting, and distribution. Maintains payroll and related records.
- Completes payroll reports on a biweekly/monthly/quarterly/annual basis. Prepares and manages department assigned financial activities.
- Process invoices & matches to purchase orders. Checks invoices for accuracy. Balances and posts purchase orders, reconciles statements, and prepares and prints checks for submission. Communicates with vendors & suppliers as needed.
- Meets and assists new hire employees with enrolling and submitting appropriate paperwork, benefit enrollment, and changes. Maintains employee personnel files and coordinates benefit processes between the Payroll and Human Resources Departments.
- Prepares and analyzes a variety of fiscal reports. Assists in providing appropriate financial information as requested by Auditors.
- Coordinates employee benefit processes between Fire Department and County HR Department. Processes and ensures accuracy of monthly billing for each benefit.
- Assists with annual open benefit enrollment for all fire department employees. Ensures accuracy of and enters all changes to the payroll system.
- Oversees and assists with management of ExecuTime Time & Attendance System. Ensures employee information flows from ExecuTime to payroll system. Sets up and trains new employees/managers on ExecuTime Time & Attendance System.
- Assists with the preparation and issuance of W-2's.
- Ensures taxes, garnishments, deferred comp, and child support payments are made in a timely and accurate manner.
- Assist with month end, fiscal year end, and calendar year end accounting system processing.
- Attend Board meetings, in place of Finance Director, to provide financial information, if needed.
- Oversee Finance Department, if Finance Director is gone.
- Assist with tracking capitalized assets.
- Performs related duties as required.



MINIMUM QUALIFICATIONS

Required Education and Experience:

- Associates Degree in Accounting required, Bachelor's Degree preferred.
- Three (3) to five (5) years of experience in payroll and accounting
- Any equivalent combination of training, education, and experience that provides the required skills, knowledge, and abilities

Required Licenses or Certifications:

- None

COMPETENCIES FOR SUCCESSFUL PERFORMANCE OF JOB DUTIES

Knowledge of:

- English grammar, spelling, and punctuation
- Principles and practices of basic bookkeeping
- Modern office procedures, methods, and computer equipment
- Payroll practices and procedures
- Generally Accepted Accounting Principles (GAAP)
- Governmental Accounting Standards Board (GASB)
- Principles and procedures of financial record keeping and reporting
- Employee relations principles and practices
- Applicable Federal/State/Local laws and regulations
- Principles and practices of accounts payable

Skill in:

- Interpersonal skills necessary to develop and maintain effective and appropriate working relationships
- Performing a variety of duties, often changing from one task to another of a different nature
- Performing basic mathematical functions such as addition, subtraction, multiplication, division, percentages, and ratios
- Communication, both oral and written

Ability to:

- Meet schedules and deadlines of the work
- Understand and carry out oral and written directions
- Accurately organize and maintain paper documents and electronic files
- Maintain the confidentiality of information and professional boundaries
- Interpret and apply applicable Federal/State/Local laws and regulations
- Prepare clear and concise administrative and financial reports
- Analyze and interpret financial data and develop recommendations to improve routines and procedures
- Comprehend and comply with applicable Federal, State, and County policies
- Utilize manual and automated accounting systems and procedures



PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

- The position is generally sedentary. Employees sit most of the time but may walk or stand for brief periods of time.

Campbell County is an Equal Opportunity Employer.

Date created:	10/18/2019
Dates revised:	10/18/2021, 05/03/2022, 08/05/2022
Commission Approval	

Signature

Date

The following page(s) contain the backup material for Agenda Item: [9:15 Board Appointments, CARE Board](#)

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

**OFFICE**

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

Denton Knapp
Executive Director of Administration

BOARD OF COMMISSIONERS

Colleen Faber, Chairman
Del Shelstad
Jim Ford
Butch Knutson
Kelley McCreery

MEMORANDUM

TO: Commissioners
FROM: Kristin Young, Grants Specialist
RE: Ratification of CARE Board Members
DATE: February 7, 2023

The Campbell County Community, Advocacy, Resources, & Education (CARE) Board is requesting the Commissioners ratify the following (CARE) Board members:

Liza Thomson, appointed by the Town of Wright. Filled term expiring 1/31/2026.

Crystal (Cris) Schmitz, elected on 1/25/2022 at the election held at the Day of Hope at the Council of Community Services on January 25th, 2023. Filled term ending 01/31/2027.

Mikki Pierce, elected on 1/25/2022 at the election held at the Day of Hope at the Council of Community Services on January 25th, 2023. Filled term ending 01/31/2027.

The CARE Board has now filled all positions.

The following page(s) contain the backup material for Agenda Item: [9:20 Board Appointment, Child Support Authority](#)

*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.



CLERK OF THE DISTRICT COURT

Clerk of District Court

Pam Merchen

Clerk of District Court

January 17, 2023

Campbell County Commissioners
Campbell County Courthouse
Gillette, WY 82716

RE: Child Support Authority Board

Dear Ms. Chairman:

I am requesting to serve on the Child Support Authority Board. Cheryl resigned effective November 15, 2022, due to her pending retirement. As the newly sworn Clerk of District Court, I would like to replace her on this board. I would ask that the Commissioners consider appointing me as her replacement.

Sincerely,

Pamela Merchen
Clerk of the District Court

The following page(s) contain the backup material for Agenda Item: [9:25 Amended County Commissioners Regular Meeting Schedule](#)

*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.

AMENDED COUNTY COMMISSIONERS REGULAR MEETING SCHEDULE

RESOLUTION NO. 2037.1

BE IT RESOLVED by the Board of County Commissioners, Campbell County, Wyoming that commencing in January 2023, the County Commissioners of Campbell County shall hold regular meetings for the transaction of County business on the first and third Tuesday of each month beginning at 9:00 a.m. in the Commission Chambers, 500 S. Gillette Avenue, Gillette, Wyoming, with the following exceptions:

Wednesday, January 4, 2023	for	Tuesday, January 3, 2023
Wednesday, July 5, 2023	for	Tuesday, July 4, 2023
Wednesday, September 6, 2023	for	Tuesday, September 5, 2023

and shall continue until further resolution of the Board of County Commissioners of Campbell County;

IT IS FURTHER RESOLVED by the Board of County Commissioners, Campbell County, Wyoming, that commencing in January 2023, the County Commissioners of Campbell County shall hold Director Workshops for the purpose of staff discussion and direction on the Monday prior to each regular meeting whenever possible, and shall continue until further resolution of the Board of County Commissioners of Campbell County commencing at 1:30 p.m. in the Commission Chambers as set out in the attached schedule;

IT IS FURTHER RESOLVED by the Board of County Commissioners, Campbell County, Wyoming, that commencing in January 2023, the County Commissioners of Campbell County shall hold Elected Officials Luncheons for the purpose of discussion and direction on the Monday prior to the first regular meeting whenever possible commencing at 12:00 p.m. in the Commission Chambers and shall continue until further resolution of the Board of County Commissioners of Campbell County as set out in the attached schedule;

IT IS FURTHER RESOLVED by the Board of County Commissioners, Campbell County, Wyoming, that commencing in January 2023, the County Commissioners of Campbell County shall hold joint meetings with its appointed boards and joint powers boards on the dates and times established in the attached schedule and shall continue until further resolution of the Board of County Commissioners of Campbell County;

IT IS FURTHER RESOLVED by the Board of County Commissioners, Campbell County, Wyoming, that commencing in February 2023, the County Commissioners of Campbell County shall hold for the purpose of staff discussion, board meeting and calendar review, county projects and budget on the date and times established in the attached schedule and shall continue until further resolution of the Board of County Commissioners of Campbell County;

NOW, THEREFORE, BE IT RESOLVED that this resolution shall be appropriately published in a newspaper of general circulation in Campbell County, Wyoming so that all persons desiring to be advised of the transaction of public business before the Board of County Commissioners of Campbell County are hereby notified of the regular business meeting schedule hereby adopted by the County Commissioners of Campbell County, pursuant to W.S. §18-3-502.

RESOLVED this 7th day of February 2023
BOARD OF COUNTY COMMISSIONERS

Colleen Faber, Chairman

Del Shelstad

Jim Ford

Butch Knutson

Kelley McCreery

ATTEST: _____
Cindy Lovelace, County Clerk

2023 Commissioner Meeting Schedules

Elected Officials Luncheons Noon - Chambers	Directors Meetings 1:30 PM - Chambers	Managers Meetings 1:30 PM - Chambers	Workshops 1:00 PM - Chambers	Commissioner Meetings (1st & 3rd Tuesday)	Approved Holidays Courthouse Closed
January 3, 2023*	January 3, 2023*	January 17, 2023*		January 4, 2023* January 17, 2023	New Years Day (Observed) - January 2, 2023 Equality Day - January 16
February 6, 2023	February 6, 2023 ~~2/20/2023~~ - Holiday No Meeting		February 15, 2023	February 7, 2023 February 21, 2023	Presidents Day - February 20
March 6, 2023	March 6, 2023 March 20, 2023		March 2, 2023 March 16, 2023 March 29, 2023	March 7, 2023 March 21, 2023	
April 3, 2023	April 3, 2023	April 17, 2023		April 4, 2023 April 18, 2023	
May 1, 2023	May 1, 2023 May 15, 2023			May 2, 2023 May 16, 2023	Memorial Day - May 29
June 5, 2023	June 5, 2023 June 19, 2023			June 6, 2023 June 20, 2023	
July 3, 2023	July 3, 2023	July 17, 2023		July 5, 2023* July 18, 2023	Independence Day - July 4
July 31, 2023	July 31, 2023 August 14, 2023			August 1, 2023 August 15, 2023	
September 5, 2023*	September 5, 2023* September 18, 2023			September 6, 2023* September 19, 2023	Labor Day - September 4
October 2, 2023	October 2, 2023	October 16, 2023		October 3, 2023 October 17, 2023	Columbus Day - October 9
November 6, 2023	November 6, 2023 November 20, 2023			November 7, 2023 November 21, 2023	Veterans Day - November 10 Thanksgiving Day - November 23 Employee Appreciation Day - November 24
December 4, 2023	December 4, 2023 December 18, 2023			December 5, 2023 December 19, 2023	Christmas Day - December 25 New Years Day - January 1, 2024

*Moved due to a holiday

2023 COUNTY BOARD QUARTERLY MEETINGS

BOARD	DATES	LOCATION/TIME
AIRPORT	January 18, 2023	3rd Wednesday of Month
	April 19, 2023	4:00 PM
	July 19, 2023	Airport - General Aviation Facility
	October 18, 2023	
CC-CDS	March 29, 2023	Last Wednesday of Month
	August 30, 2023	6:00 PM
		CDS - Board Room
FAIR	April 18, 2023	3rd Tuesday of Month
	October 17, 2023	6:00 PM
		CAM-PLEX - Energy Hall Registration Room
FIRE	January 25, 2023	4th Wednesday of Month
	April 26, 2023	5:30 PM
	July 26, 2023	Courthouse - Commissioners Chambers
	October 25, 2023	
LIBRARY	March 27, 2023	4th Monday of Month
	June 26, 2023	6:00 PM
	September 25, 2023	Public Library
	December 18, 2023	
LODGING TAX	March 16, 2023	3rd Thursday of Month
	June 15, 2023	3:00 PM
	September 21, 2023	CAM-PLEX - Energy Hall Registration Room
	December 21, 2023	Budget Hearing
MUSEUM	March 21, 2023	3rd Tuesday of Month
	June 20, 2023	6:00 PM
	September 19, 2023	Rockpile Museum
	December 19, 2030	
PARKS & REC	February 27, 2023	4th Monday of Month
	May 22, 2023	4:00 PM
	August 28, 2023	Parks & Recreation Board Room
	November 27, 2023	
PUBLIC HEALTH	March 16, 2023	3rd Thursday of Month
	September 21, 2023	7:00 PM
		Public Health Board Room
PUBLIC LAND	March 9, 2023	2nd Thursday of the Month
	June 8, 2023	6:00 PM
	September 14, 2023	CAM-PLEX - Energy Hall Registration Room
	December 14, 2023	
SENIOR CENTER	March 29, 2023	Last Wednesday of Month - Noon Luncheon Senior Center
	August 30, 2023	Last Wednesday of Month - Noon Luncheon Commission Chambers

The following page(s) contain the backup material for Agenda Item: [9:30 WCCA-Counties MOU to Revise the Greater Sage Grouse Plan](#)

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



**MEMORANDUM OF UNDERSTANDING BETWEEN THE WYOMING COUNTY COMMISSIONERS
ASSOCIATION AND COUNTIES SERVING AS COOPERATING AGENCIES IN THE BUREAU OF LAND
MANAGEMENT'S EFFORT TO REVISE THE GREATER SAGE GROUSE PLAN**

Whereas, Big Horn, Campbell, Carbon, Converse, Crook, Fremont, Hot Springs, Johnson, Lincoln, Natrona, Niobrara, Park, Sheridan, Sublette, Sweetwater, Uinta, Washakie, and Weston Counties (the "Counties") are serving as cooperating agencies in the Bureau of Land Management's development of an Environmental Impact Statement for Plan Amendments for the management of Greater Sage-Grouse (the "GRSG management process");

Whereas, the Wyoming County Commissioners Association (the "WCCA") is assisting the Counties in their participation in the GRSG management process;

Whereas, the Counties have elected to participate together with a singular voice to strengthen county participation in the GRSG management process, provide unity across the state, and allow for better coordination amongst fellow Wyoming cooperating agencies;

Whereas, the Counties and the WCCA wish to retain DJ&A, P.C. and DRU Consulting, LLC to advise them in technical, scientific, and policy matters related to the GRSG management process;

Whereas, the WCCA, on behalf of the Counties, has applied for and been granted funding out of the Federal Natural Resources Policy Account (see Wyo. Stat. § 9-4-218) (the "FNRPA grant") to retain DJ&A and Dru Consulting;

Whereas, the Counties have agreed to each pay an equal share to total 20%, of DJ&A and DRU Consulting's fees with the remaining costs to be covered by the FNRPA grant;

Whereas, the Counties wish WCCA to administer the FNRPA grant on their behalf;

Whereas, the parties hereto wish to memorialize the agreement of the parties regarding FNRPA grant administration, obligations, payment, and cooperation as a unified group;

Now, therefore, in consideration of the mutual promises and covenants set out below, the parties do hereby contract and agree as follows:

I. WCCA Responsibilities.

- a. Upon receipt of invoices, the WCCA will remit payment to DJ&A and Dru Consulting in accordance with the terms of the DJ&A Professional Services Agreement Attachment A ("DJ&A Contract") and Dru Consulting Professional Services Agreement Attachment B ("DRU Consulting Contract"), attached to this Memorandum of Understanding ("MOU");

- b. Within 30 days of receipt of an invoice from DJ&A and Dru Consulting, the WCCA shall submit invoices to:
 - i. The Counties will be responsible 20% of DJ&A and Dru Consulting's invoiced fees;
 - ii. The Office of Governor Gordon for the remaining 80% of DJ&A and Dru Consulting's invoiced fees.
- c. The WCCA shall not modify the DJ&A Contract or DRU Consulting Contract without the written authorization from the Counties.
- d. The WCCA, through its Natural Resource Counsel, will assist the Counties with assist with providing policy analysis and associated information, scheduling meetings amongst the Counties, appearing at cooperating agency meetings, drafting and submitting the Counties comments.

II. County Responsibilities.

- a. Upon receipt of an invoice from WCCA in accordance with Section I.b., each County shall remit payment to WCCA within 60 days;
- b. Any County may request in writing an additional 30 days to fulfill its obligation under Section II.a, which request shall not be unreasonably denied.
- c. Counties agree to participate in good faith in coming to consensus on comments and agree to not submit individual county comments that oppose or devalue the combined response of the participating Counties in the GRSG management process.

III. General Terms.

- a. This MOU may be executed in counterparts and a copy shall be treated the same as an original.
- b. This MOU shall be construed in accordance with the laws of the State of Wyoming.
- c. This MOU contains the entire agreement of the parties and there are no other promises, conditions, understandings or other agreements, whether oral or written relating to the subject matter of this MOU.
- d. This MOU may be modified or amended in writing between all the parties.
- e. Counties may choose to independently opt out of this agreement, but such county will remain responsible for their financial obligation, which will become immediately due in full.

Dated this ____ day of _____, 2023.

The Wyoming County Commissioners Association

Jerimiah Rieman, Executive Director

Big Horn County Board of County Commissioners

Bruce Jolly, Chair

Campbell County Board of County Commissioners

Colleen Faber, Chair

Carbon County Board of County Commissioners

Sue Jones, Chair

Converse County Board of County Commissioners

Jim Willox, Chair

Crook County Board of County Commissioners

Fred Devish, Chair

Fremont County Board of County Commissioners

Larry Allen, Chair

Hot Springs County Board of County Commissioners

Tom Ryan, Chair

Johnson County Board of County Commissioners

Bill Novotny, Chair

Lincoln County Board of County Commissioners

Jerry Hansen, Chair

Natrona County Board of County Commissioners

Steven Freel, Chair

Niobrara County Board of County Commissioners

Pat Wade, Chair

Park County Board of County Commissioners

Dossie Overfield, Chair

Sheridan County Board of County Commissioners

Christi Haswell, Chair

Sublette County Board of County Commissioners

Sam White, Chair

Sweetwater County Board of County Commissioners

Keaton West, Chair

Uinta County Board of County Commissioners

Mark Anderson, Chair

Washakie County Board of County Commissioners

Aaron Anderson, Chair

Weston County Board of County Commissioners

Ed Wagoner, Chair



PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT entered into this 28th day of January, ²⁰²³2020 by and between the Wyoming County Commissioner Association, hereinafter referred to as the "CLIENT", whose address is 408 W 23rd Street, Cheyenne, WY 82001 and DJ&A, P.C., a Montana corporation, hereinafter referred to as "DJ&A" whose address is 2000 Maple Street, Missoula, Montana, 59808.

WITNESSETH:

WHEREAS, the CLIENT desires to retain DJ&A to provide professional environmental planning support services as described below; and

WHEREAS, DJ&A agrees to provide such services in accordance with the conditions provided and to carry out all the duties and obligations imposed by this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

ARTICLE 1: GENERAL

- A. DJ&A's performance of all services, obligations, and responsibilities under this Agreement will be in a manner that is consistent with that degree of care and skill ordinarily exercised by members of the environmental profession currently practicing under similar circumstances in the same locality.
- B. The CLIENT will provide to DJ&A all relevant and available information needed for rendering the services required under this Agreement. If materials prepared by the CLIENT or its consultants are incomplete or erroneous, the CLIENT will compensate DJ&A for any work required to correct them.
- C. The CLIENT will arrange for access to and make all provisions for DJ&A to enter upon public and private property as required for DJ&A to perform services under this Agreement.
- D. The CLIENT will not reuse, make or permit to be made any modifications to DJ&A's final designs, reports, and/or drawings without the prior written authorization of DJ&A. The CLIENT will make no claim against DJ&A arising from any unauthorized reuse or modification of the DJ&A's deliverables.
- E. This Agreement represents the entire agreement between the parties hereto and supersedes all prior negotiations, representations, or agreements whether written or oral. This Agreement may be amended only by written instrument signed and dated by each of the parties hereto.

ARTICLE 2: SCOPE OF WORK

- A. DJ&A shall provide qualified personnel to conduct and complete the necessary planning, and related professional services required under this Agreement as outlined and described in the scope of work for DJ&A as described in **Attachment A**, which is attached to and made part of this Agreement.
- B. DJ&A shall, as mutually agreed upon by the parties hereto and upon written notice from the CLIENT, adjust its scope of work by either adding to or deleting from the services and work to be performed. If such adjustment increases or decreases the cost or time required for DJ&A's work, adjusted compensation or time shall be mutually agreed upon in writing and signed by both parties to this Agreement.

ARTICLE 3: TIME OF PERFORMANCE



- A. DJ&A shall not begin any of the work specified in this Agreement until authorized by the CLIENT in writing to proceed. Performance period from initiation to June 30, 2024.
- B. DJ&A shall periodically report to the CLIENT progress on all work completed by DJ&A under this Agreement.
- C. Actual delivery schedules will be communicated by DJ&A to the CLIENT on a regular basis. If DJ&A is delayed at any time in the progress of the services by changes ordered, labor disputes, fire, weather events, unusual delay in transportation of materials, unavoidable casualties, causes beyond the DJ&A's control, or by any cause which justifies the delay, then the completion time shall be extended for such reasonable time as communicated by DJ&A. No claims shall be made or allowed to the CLIENT for any damages which may arise out of any delay caused by DJ&A or its subconsultants, or any delays resulting from the CLIENT or any other third parties' actions or inactions.

ARTICLE 4: COMPENSATION

- A. Payment to DJ&A for the services rendered shall be on a TIME AND MATERIALS basis as set forth in **Attachment A** with a not to exceed amount of **\$65,109.00**.
- B. DJ&A may submit invoices to CLIENT no more than once per calendar month during the progress of the work. Such invoices shall represent the value of the partially completed work and shall clearly show work completed and work remaining.
- C. CLIENT will promptly pay DJ&A. Invoices not paid within 90 days of submittal will be subject to 12% per annum interest.
- D. Final payment to DJ&A of any balance will be made upon completion of the respective parts or phases of the work and the receipt of reports, drawings, files, and other related documents which are required to be furnished under this Agreement.

ARTICLE 5: LEGAL RELATIONS

It is mutually agreed by the parties hereto:

- A. This Agreement shall be governed by the laws of the State of Wyoming.
- B. DJ&A shall comply with all federal, state, and local laws, regulations, and ordinances applicable to the work to be done under this Agreement, including safety laws and regulations.
- C. In the event arbitration is sought as the means of settling any dispute under this Agreement, such arbitration shall not be affected unless specific approval is given by both parties hereto.
- D. To the full extent permitted by law, DJ&A shall indemnify and hold harmless the CLIENT, its affiliates, subsidiaries, officers, directors, agents, employees, successors, assigns and representatives from and against all claims, suits, demands, losses, damages, judgments, costs, expenses and fees to the extent caused by or arising out of the negligent performance of this Agreement by DJ&A, or DJ&A's agents, employees or subconsultants.
- E. It is agreed that the services performed hereunder by DJ&A will be in DJ&A's independent capacity, that at no time shall DJ&A be deemed to be an employee of the CLIENT, nor shall DJ&A have any power to act as an agent of the CLIENT. Neither party may enter into any agreement or assume any obligation for the other, and nothing herein may be construed to establish any partnership or joint venture relationship between the CLIENT and DJ&A.
- F. DJ&A represents that it now carries, and will continue to carry: (i) workers' compensation insurance in accordance with the laws of the states having jurisdiction over DJ&A's employees



who are engaged in the Services, and employer's liability insurance (\$1,000,000); (ii) commercial general liability insurance (\$1,000,000 per occurrence / \$2,000,000 aggregate); (iii) automobile liability insurance (\$1,000,000 Bodily Injury and Property Damage combined single limit); and (iv) professional liability insurance (\$1,000,000 claim / \$2,000,000 aggregate). Certificates of insurance will be provided upon request.

- G. The CLIENT is aware of the risks, rewards, and benefits of the project and DJ&A's total fee for services. The risks are hereby allocated such that the CLIENT agrees that, to the fullest extent permitted by law, DJ&A's total liability to the CLIENT for all injuries, claims, expenses, damages or claims expenses arising out of this Agreement from any cause, shall not exceed fifty thousand dollars (\$50,000) or the fee set forth in **Attachment A**, whichever is lesser, as of the date of this Agreement. Such causes include but are not limited to DJ&A's negligence, errors, omissions, strict liability and breach of this Agreement.
- H. If any provision of this Agreement is held invalid or unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term or condition shall not be construed by the other party as a waiver of any subsequent breach of the same provision, term or condition.
- I. DJ&A shall not be responsible for acts or omissions of any party involved in the services covered by this Agreement other than their own. DJ&A shall not be responsible for failure of any Contractor(s) or Subcontractor(s) to construct any item in accordance with recommendations issued by DJ&A.
- J. No action or lawsuit shall commence nor recourse to a judicial forum be made until CLIENT, DJ&A, and/or other Parties of Real Interest have commenced, participated in and concluded nonbinding mediation, pursuant to the rules of mediation.
- K. This Agreement shall not be assigned by DJ&A in whole or in part without the prior written consent of the CLIENT.

ARTICLE 6: TERMINATION OF AGREEMENT

- A. This Agreement may be terminated by CLIENT or DJ&A upon seven (7) days written notice ("Notice of Termination") in the event of failure by one of the parties to cure each default identified in the notice ("Termination for Cause"). This Agreement may also be terminated by either party for convenience ("Termination for Convenience") upon the date set forth in the Notice of Termination.
- B. In the event of Termination for Cause, DJ&A shall be compensated for all services authorized by the CLIENT, satisfactorily performed and accepted by the CLIENT and for all costs incurred (if reimbursable) up to the effective date of termination for which DJ&A has not been previously compensated.
- C. In the event of Termination for Convenience, DJ&A shall be compensated for all authorized Services performed up to the effective date of termination, plus an equitable adjustment to reflect reasonable termination costs.
- D. Upon receipt of Notice of Termination, DJ&A will discontinue services, unless otherwise directed, and deliver to the CLIENT all data, drawings, reports, estimates, summaries, and such other information and materials as may have been accumulated by DJ&A in the performance of the services under this Agreement, whether completed or in process.

IN WITNESS WHEREOF, each party has caused this Agreement to be executed by its authorized representative as of the day and year first written above.



DJ&A, P.C.

DJ&A, P.C. (DJ&A)

By: _____

Name: Gibson Hartwell

Title: Environmental Group Lead

Date: 1/20/2023

Address: 2000 Maple Street
Missoula, MT 59808

Telephone: (406) 721-4320

Wyoming County Commissioner
Association (CLIENT)

By: _____

Name: Jeremiah Raman

Title: Executive Director

Date: 1/20/23

Address: 408 W 23rd Street,
Cheyenne, WY 82001

Telephone: (307) 632.5409



ATTACHMENT A



November 10, 2022

Micah A. Christensen
Natural Resource Counsel
Wyoming County Commissioners Association
408 West 23rd Street
Cheyenne, WY 82001

Re: Request for Funds to Support Wyoming Counties in Their Involvement as a Cooperating Agency with the Bureau of Land Management for the Greater Sage-Grouse Resource Management Plan Amendments Environmental Impact Statement

Introduction

Multiple Wyoming Counties (Counties) have received a request to participate as a Cooperating Agency with the Bureau of Land Management (BLM) for the Greater Sage-Grouse Resource Management Plan (RMP) Amendments Environmental Impact Statement. The Counties have chosen to work together to provide information to the BLM regarding the development of an alternative, identification of statewide and local concerns, and to work on range-wide issues related to sage grouse management. Cooperating Agency participation is expected immediately and will run from November 1, 2022, through June 30, 2024. Important key participation times that impact the Cooperating Agencies for this effort with expected timelines include:

- Development of Alternatives: October 2022 – January 2023
- Cooperating Agency Review of Draft EIS: March 2023
- DEIS Public comment Period: July – October 2023
- CA Review of FEIS: November – December 2023
- Final EIS: February 2024

In addition to the time and effort expended by the Counties on this effort, additional support has been requested from the Wyoming County Commissioner Association (WCCA) and two consulting firms: Dru LLC and DJ&A, P.C. (Consultants). This support by DJ&A, P.C. is outlined in the following scope of services

General Objective of this Effort

This scope of services will support the Wyoming Cooperating Agencies and WCCA in the drafting of unified responses and recommendations throughout the duration of this project.

Strategic Planning Meetings and Coordination

It is anticipated that regular reoccurring meetings will need to be held between WCCA and Consultants to help strategize, coordinate, and disseminate information to the Counties. It is anticipated that weekly internal coordination meetings between WCCA and Consultants would occur

leading up to and during the key Cooperating Agency participation periods, along with bi-weekly County coordination meetings to discuss and work through BLM requests.

Cooperating Agency Support Services

It is anticipated that support services will be varied and will depend on information and requests of the Cooperating Agencies by the BLM. These services may include:

- Research, review, and summary of County land use plans, technical references, and research that is relevant to supporting the Cooperating Agencies
- Technical writing and editing of responses to BLM from the Cooperating Agencies or the WCCA
- Creation of maps or other materials to support responses to BLM
- Representation of specific counties or WCCA by request during meetings or discussions with the BLM
- Coordination services such as facilitation of signatures, organization and sending of materials, information dissemination, summaries, and meetings with specific counties to ensure understanding, information dissemination, and idea collection
- All other requests that facilitate the full and efficient participation of the Wyoming Counties as directed by WCCA or the participating Counties.

Anticipated Budget

The included budget is an estimate of the time and direct expenses needed for this project. Because it is unknown the full ask or request of the BLM to the Cooperating Agencies, the support needed may vary and may not mirror this initial request but will not exceed the total amount. All work completed will be time and materials not to exceed the shown amount.

		Sr. Planner / Sr. PM DJ&A		ES III		TOTALS
		Rate	\$174.00	\$124.00		
Item	Task					
1.0	Task 1					
1.1	Strategic Planning Meetings and Coordination	140.0				\$ 24,360.00
1.2	Technical Support and Writing	120.0	120.0			\$ 35,760.00
	Total Hours	260.0	120.0	0.0	0.0	380.0
	Total Labor Cost	\$45,240.00	\$14,880.00	\$0.00	\$0.00	\$60,120.00
Project Summary						
	Total Hours	260.0	120.0	0.0	0.0	380.0
	Total Labor Cost	\$45,240.00	\$14,880.00	\$0.00	\$0.00	\$60,120.00
	check	\$45,240.00	\$14,880.00	\$0.00	\$0.00	\$60,120.00
Project Total Direct Labor Costs						\$60,120.00
Direct Expenses						
			quantity	rate		
	mileage		5000.0	\$0.545		\$2,725.00
	per diem		12.0	\$51.00		\$612.00
	lodging		12.0	\$96.00		\$1,152.00
	subconsultant		0.0	\$0.00		\$0.00
	materials, printing, postage, etc.		1.0	\$500.00		\$500.00
Total Direct Expenses						\$4,989.00
Total						\$65,109.00

DRU CONSULTING, LLC. SERVICE AGREEMENT

THIS AGREEMENT for professional consulting services is entered into between DRU Consulting, LLC, by and through Dru Palmer of P.O. Box 589, Lander, Wyoming 82520 (hereinafter "Consultant") and the Wyoming County Commissioners Association, 408 W 23rd Street, Cheyenne, Wyoming 82001 (hereinafter "WCCA").

SCOPE OF WORK

Consultant agrees to provide the following services for WCCA:

BLM Greater Sage-grouse Resource Management Plan (RMP) Amendments Environmental Impact Statement (EIS)

- Provide strategic counsel for National Environmental Policy Act (NEPA)/Federal Land Policy and Management Act (FLMPA) land use planning issues;
- Review NEPA documents, rules, regulations and policies as necessary specific to this planning effort;
- Research, review, and develop summaries of county land use plans, technical references, and research that is relevant to supporting the Cooperating Agencies;
- Provide technical writing and editing responses to BLM;
- Provide coordination services such as facilitation of signatures, organization and submittal of materials, summaries, and meetings with specific counties to ensure understanding, information dissemination, and idea collection;
- Attend meetings with federal agencies, WCCA and individual participating counties as necessary; and
- Provide additional services as directed by WCCA or participating counties.

All work performed under this agreement shall be accomplished in accordance with any applicable rules, regulations, laws, administrative directives or orders. Consultant shall perform all services in a professional and ethical manner keeping in mind that Consultant is representing WCCA and its participating counties and Consultant shall not act in any manner which would cause disparagement to WCCA or its associated counties.

Consultant is responsible for complying with any applicable licensing, registration or reporting requirements, including those related to lobbying.

WCCA shall identify a primary point-of-contact that will direct Consultant's activity and oversee performance under this agreement.

Consultant shall provide all work product on a timely basis to WCCA by email for official communication, back up and preservation of the official records.

COMPENSATION

WCCA shall pay Consultant at the base rate of \$125.00 per hour for services to be performed under the terms of this agreement and for the project itemized below.

BLM Greater Sage-grouse RMP Amendments EIS

Based on the scope-of-work outlined above, DRU Consulting is proposing an estimate of \$45,000, which includes the cost of travel expenses within Wyoming (mileage, hotel, and meals). This estimate does not anticipate extensive travel beyond Wyoming nor airfare but can be considered if the need arises. Mileage will be assessed at the approved IRS established rate. It may be possible that supplemental funds are necessary to complete the project should the decision be delayed beyond June 30, 2024 or a significant level of work is required to satisfy WCCA and its participating counties that was not contemplated at the time of the execution of this service agreement.

Consultant shall invoice WCCA monthly by the 1st day of each month with an itemized accounting of work performed and expenses, if any, incurred. WCCA shall pay Consultant within thirty-days (30) days of receipt of the invoice for all approved costs and expenses.

TERM AND TERMINATION

The term of this contract shall be for a period of nineteen months (19) months (November 1, 2022 through June 30, 2024). Any party to this agreement may terminate prior to the expiration of the term, with or without cause, by giving at least 30 day's advance written notice. This contract shall automatically renew and extend for additional periods of one-year terms until either party terminates the agreement by providing at least thirty (30) days advance notice. Notice is sufficient if given in writing, either orally or in person, electronic communication or by United States mail addressed as indicated above.

INDEPENDENT CONTRACTOR

In performing the services under this agreement, Consultant will be and remain an independent contractor with the sole responsibility to pay any state, federal or local income tax and no benefits other than the compensation set forth in this agreement will be offered or available to the Consultant. Consultant will not hold herself out as an agent of WCCA except as specifically directed by WCCA. Consultant will be responsible for all compensation of any and all personnel and expenses except as specifically provided for under this agreement.

CONFLICT OF INTEREST

Consultant understands that it owes a professional responsibility to WCCA and that it presently has no interest nor will it acquire any direct or indirect interest that would conflict with its

performance under this agreement. Consultant shall disclose other contracted clients for who Consultant performs similar work.

NONDISCLOSURE AND OWNERSHIP OF WORK

Consultant acknowledges and agrees that all information provided to it by WCCA and obtained by Consultant in connection with rendering of services under this agreement shall be deemed confidential and proprietary information of WCCA. Consultant shall not disclose such information obtained or created by the Consultant except in the performance of its duties under this agreement. All files, documents, reports and data prepared by the Consultant in performing for WCCA under this agreement shall become the property of WCCA.

INSURANCE AND INDEMNIFICATION

Consultant shall indemnify, defend and hold WCCA harmless from damages, costs, or expenses that may arise as a result of the acts or omissions of the Consultant in the performance of its duties under this agreement. Consultant shall carry a policy of automobile insurance with minimum coverage of \$250,000 single occurrence and \$500,000 combined aggregate for bodily injury and \$100,000 for damage to property. Consultant shall provide to WCCA proof of certificate of insurance.

ASSIGNMENT

Consultant's services under this agreement are unique and personal and Consultant will not assign or transfer its interests or obligations under this agreement without the prior written consent of WCCA nor will Consultant subcontract its interests or obligations under this agreement without the prior written consent of WCCA.

MODIFICATION

The terms set out herein contain the complete agreement of the parties and supersedes all prior negotiations, representations and agreements whether written or oral. The terms contained herein cannot be changed or modified absent the express written consent of all parties.

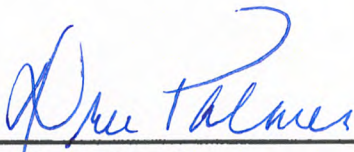
SEVERABILITY

If any term of this agreement is held invalid by a court of competent jurisdiction, the remainder of this agreement shall remain enforceable and in effect.

COMPLIANCE WITH LAWS

In performing this contract, the Consultant agrees to comply with all applicable Wyoming, federal and local laws, rules, and regulations.

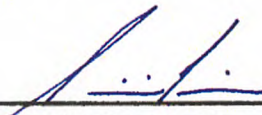
DRU Consulting, LLC
Consultant



Dru Palmer, President

Dated: 1/28/23

Wyoming County Commissioners Assc.
WCCA



Jeremiah Rieman, Executive Director

Dated: 1/28/23

WCCA
Point of Contact:

Micah A. Christensen
Natural Resource Counsel
Wyoming County Commissioners Association
408 West 23rd Street
Cheyenne, WY 82001
C: 307-287-3348
O: 307-632-5409
mchristensen@wyo-wcca.org

DRU Consulting, LLC
Point of Contact:

Dru (Bower) Palmer, President
DRU Consulting, LLC
P.O. Box 589
Lander, Wyoming 82520
307-388-2709 – cell
dru@wyoming.com

The following page(s) contain the backup material for Agenda Item: [9:35 Bennor Estates Improvement & Service District Enlargement](#)

*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
Campbell County Clerk
P.O. Box 3010
Gillette, WY 82717-3010
Phone (307)682-7285 Fax (307)687-6455**

MEMORANDUM

TO: Sandra Beeman
Office of County Commissioners

FROM: Michelle L. Leiker 
Campbell County Elections Coordinator

DATE: January 26, 2023

RE: Bennor Estates Improvement and Service District Enlargement

Attached to this cover memo is the Order Approving the Enlargement of Bennor Estates Improvement and Service District. Please add this Order to your February 7, 2023 meeting agenda. I will be presenting at the meeting.

Please return the signed Order to me after the February 7th meeting.

Contact me if you need more information.

cc:
Nathan Henkes
Helenanne Cathey
Lynne Gray

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

**IN THE MATTER OF THE ENLARGEMENT OF)
BENNOR ESTATES)
IMPROVEMENT AND SERVICE DISTRICT)**

**ORDER APPROVING ENLARGEMENT OF
BENNOR ESTATES IMPROVEMENT & SERVICE DISTRICT**

THIS MATTER came before the Board of Campbell County Commissioners on a petition requesting the enlargement of Bennor Estates Improvement and Service District. The Board, being fully advised in the premises, finds that:

1. The Petition was signed by not less than twenty-five (25%) percent of the Landowners owning not less than twenty-five (25%) percent of the assessed valuation within the territory proposed to be included within the district.
2. The name of the district, Bennor Estates Improvement and Service District was accurately set forth in the petition.
3. Notice of the hearing on the Petition was given as required by law.
4. The proposed land to be annexed is attached as Exhibit A.
5. The Board held a public hearing on the enlargement petition on December 20, 2022, as required by Wyoming Statute §22-29-109.
6. No protests were filed or made either during the hearing or within the thirty (30) days after adjournment of the hearing.
7. The Board of Directors of the District agree to the inclusion of the new area within the district. All landowners and all voters within the new area agree to the inclusion of the new area within the district. Therefore, an election need not be held on the enlargement as stated by Wyoming Statute §22-29-301(a)(i).

IT IS THEREFORE ORDERED that the petition for the enlargement of Bennor Estates Improvement and Service District is approved.

DATED this 7th day of February 2023.

CAMPBELL COUNTY COMMISSIONERS

Colleen Faber, Chairman

Jim Ford, Board Member

Del Shelstad, Board Member

Kelley McCreery, Board Member

Butch Knutson, Board Member

Attest:

Cindy Lovelace, Campbell County Clerk

BENNOR ESTATES IMPROVEMENT & SERVICE DISTRICT

A tract of land that is located in a portion of the NW ¼ of the SW ¼ of Section 3, a portion of the SE ¼ of the NE ¼, a portion of the SE ¼ of the SW ¼ and a portion of the SE ¼ of Section 4,
T 49 N, R 73 W of the 6th P.M., Campbell County, Wyoming

EXHIBIT

A

LEGAL DESCRIPTION FOR BENNOR ESTATES I & SD

A TRACT OF LAND THAT IS LOCATED IN A PORTION OF THE NW ¼ OF THE SW ¼ OF SECTION 3, A PORTION OF THE SE ¼ OF THE NE ¼, A PORTION OF THE SE ¼ OF THE SW ¼ AND A PORTION OF THE SE ¼ OF SECTION 4, T 49 N, R 73 W OF THE 6TH P.M., CAMPBELL COUNTY, WYOMING, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTH 1/16 CORNER OF SAID SECTION 3 AND SAID SECTION 4; THENCE N89°40'18"E, 382.54 FEET; THENCE N0°00'00"W, 324.73 FEET; THENCE N41°55'50"W, 80.04 FEET; THENCE N0°08'27"W, 329.40 FEET; THENCE N31°07'50"W, 797.04 FEET TO THE SOUTHERLY R.O.W. INTERSTATE 90; THENCE ALONG THE SAID SOUTHERLY R.O.W. INTERSTATE 90 THE FOLLOWING SIX COURSES: THENCE S58°51'29"W, 653.89 FEET; THENCE S31°17'50"E, 25.07 FEET; THENCE S58°51'57"W, 1,089.82 FEET; THENCE N30°54'27"W, 24.80 FEET; THENCE S58°51'46"W, 548.20 FEET; THENCE ALONG A NON-TANGENT CURVE TO THE RIGHT, SAID CURVE HAS A CENTRAL ANGLE OF 10°23'54", A RADIUS OF 5,929.58 FEET, AN ARC LENGTH OF 1,075.14 FEET, A CHORD BEARING OF S64°00'09"W AND A CHORD LENGTH OF 1,074.85 FEET; THENCE ALONG A NON-TANGENT CURVE TO THE RIGHT, SAID CURVE HAS A CENTRAL ANGLE OF 2°40'00", A RADIUS OF 5929.60 FEET, AN ARC LENGTH OF 275.99 FEET, A CHORD BEARING OF S70°38'30"W AND A CHORD LENGTH OF 275.96 FEET; THENCE LEAVING SAID SOUTHERLY R.O.W. INTERSTATE 90, S19°01'21"E, 481.88 FEET; THENCE S28°37'00"E, 507.35 FEET TO THE NORTH R.O.W. LINE OF FORCE ROAD; THENCE ALONG THE SAID NORTH R.O.W. LINE OF FORCE ROAD THE FOLLOWING FIVE COURSES: THENCE N88°28'11"E, 207.80 FEET; THENCE N88°18'44"E, 211.39 FEET; THENCE N88°20'09"E, 2,163.07 FEET; THENCE ALONG A NON-TANGENT CURVE TO THE RIGHT, SAID CURVE HAS A CENTRAL ANGLE OF 91°20'26", A RADIUS OF 4,508.26 FEET, AN ARC LENGTH OF 105.49 FEET, A CHORD BEARING OF N89°04'12"E AND A CHORD LENGTH OF 105.48 FEET; THENCE N89°40'18"E, 394.05 FEET TO THE EAST LINE OF SAID SECTION 4; THENCE LEAVING SAID NORTH R.O.W. LINE OF FORCE ROAD, N0°34'18"W ALONG THE SAID EAST LINE OF SECTION 4, 1,287.85 FEET TO THE POINT OF BEGINNING, SAID TRACT CONTAINS 142.71 ACRES, MORE OR LESS.

THE BOUNDARY OF THIS IMPROVEMENT & SERVICE DISTRICT IS INTENDED TO INCLUDE THE CONTENTS WITHIN BENNOR ESTATES, PHASE I (BOOK 8 PLATS, PAGE 75, FOLDER 31), LOT 1, CEBULA SUBDIVISION (BOOK 8 PLATS, PAGE 66, FOLDER 23) AND BOOK 2454 PHOTOS, PAGE 464, CAMPBELL COUNTY RECORDS.

NOTES: THIS MAP IS BASED ON RECORD DOCUMENTS, BEARINGS AND DISTANCES ARE AS SHOWN ON RECORD PLATS AND RECORDED DOCUMENTS.

LEGEND:

- BOUNDARY LINES
- LOT LINES
- CENTERLINES OF ROADS
- EASEMENTS
- FOUND HWY ROW MARKER
- REBAR & ALUM. CAP

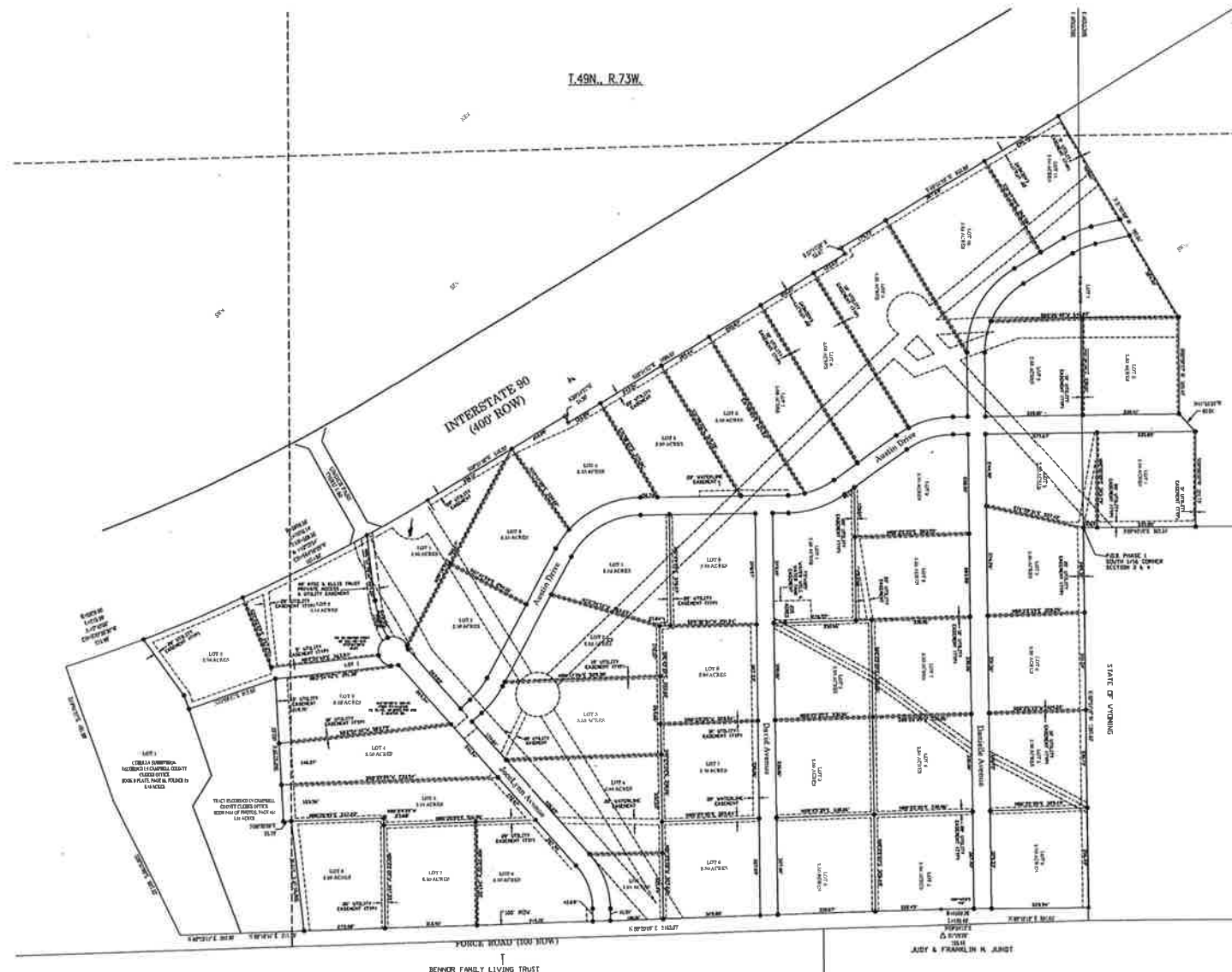
COUNTY CLERK

THE DISTRICT MAP WAS FILED FOR RECORD IN THE OFFICE OF THE CLERK

AND RECORDED AT _____ O'CLOCK, _____ M., 2016 _____

IN BOOK _____ PAGE NUMBER _____

COUNTY CLERK _____



PREPARED FOR:

BENNOR ESTATES IMPROVEMENT & SERVICE DISTRICT
3 DANIELLE AVE
GILLETTE, WY 82718
(307) 685-3437



1300 East US Hwy 14-18
GILLETTE, WY 82718
307-682-5000

DRAWN BY: MDH
DATE: 8-19-22
JOB No: 22071-LS
CHECKED BY: RSS
DATE: 8-19-22
1/1

**BEFORE THE CAMPBELL COUNTY
BOARD OF COUNTY COMMISSIONERS**

IN THE MATTER OF:)
)
A Petition for Enlargement of)
Bennor Estates)
Improvement and Service District)

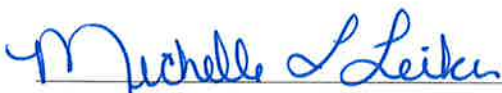
**CERTIFICATION OF THE PETITION FOR ENLARGEMENT OF THE BENNOR
ESTATES IMPROVEMENT AND SERVICE DISTRICT**

THIS IS TO CERTIFY that I have reviewed the Petition for Enlargement of the Bennor Estates Improvement and Service District and have verified the qualifications of all signers utilizing the appropriate records and hereby certify that the signers of the petition are the owners (legal/titled owners) of the land proposing to be included into the district and represent not less than 25% of the landowners owning not less than 25% of the assessed valuation of the property within the area proposed to be included. The signers are the only landowners, owning 100% of the property within the proposed area. Bennor Estates Improvement and Service District Board of Directors approved a resolution for the enlargement on May 17, 2022.

The petition was received October 25, 2022. The approval letters have been received from the Campbell County Assessor or the Department of Revenue.

If, after a hearing on the matter, the petition is approved by the Campbell County Board of Commissioners, an election need not be held due to the fact the landowners and Board of Directors agree to the inclusion of the new area within the district.

The petition is being forwarded to you to set a hearing date.



Michelle L. Leiker
Elections Coordinator

Dated: 10/25/2022

Bennor Estates Improvement and Service District
Resolution No. 2022-01

RECEIVED 10/25/22
FILED 10/25/22
CAMPBELL COUNTY CLERK

Entitled: A RESOLUTION FOR APPROVING AN ENLARGEMENT PETITION FOR BENNOR ESTATES IMPROVEMENT AND SERVICE DISTRICT.

WITNESSETH

WHEREAS, the Governing Body for the Bennor Estates Improvement and Service District desires to enlarge the District at the request of landowners, James M. Hannah and Robbin Hannah, for the property at 633 Force Road, with a legal description further defined in the Exhibit.

WHEREAS, landowners certify that they are the legal owners of the property and that by connecting onto the water system that is operated and owned by the Bennor Estates Improvement and Service District, as the land owners located at 633 Force Road, they agree to the following:

- 1) The water purchased from the Bennor Estates Improvement & Service District will be used for domestic purposes only to supply existing facilities with potable water for consumption and sanitary purposes only and **will not** be utilized for industrial applications. Industrial applications shall be defined as utilizing water for the manufacturing of a product where the water is either consumed or is part of the product. This also includes utilizing water for any part of a process associated to the manufacturing of said product.
- 2) We will pay all costs for running the District's water line to the property line, estimated at under \$10,000 total. The District will be responsible for this work and will bill or assess me for this work.
- 3) We will pay all costs to run the line from the property line to the necessary point of use and will comply with all District by-laws, rules and regulations and will pay the required tap fee (\$4,000 for a service line under 1") and will install all of the required components and sign the required Water User Agreement.
- 4) Will pay the Regional Water Supply System Development charge as determined by the City of Gillette.
- 5) Will pay the regular District fees.
- 6) Will not be part of subdivision so this would not include anything to do with covenants or subdivision rules.

WHEREAS, the Bennor Estates Improvement and Service District has agreed to the enlargement under these terms and requests the Campbell County Commissioners grant this request.

BE IT FURTHER RESOLVED, that Lynne Gray, President and Katie Balamut, Secretary/Treasurer are hereby designated as the authorized representatives of the Bennor Estates Improvement and Service District to act on behalf of the Governing Body on all matters relating to this resolution.

PASSED, APPROVED AND ADOPTED THIS 17 day of May, 2022.

Lynne Gray
Lynne Gray, President

Attest:

Katie Balamut
Katie Balamut, Secretary/Treasurer

Office Of
COUNTY ASSESSOR

PHONE (307)682-7266 - PO BOX 877 - GILLETTE, WY 82717-0877



To Whom It May Concern:

September 26, 2022

The Campbell County Assessor's Office mapping department has reviewed the boundary map for the enlargement of the Bennor Estates I & S District and does not find any discrepancies or issues. I, Troy D. Clements, Campbell County Assessor, do hereby accept the map as currently presented.

Sincerely,

Troy D. Clements
Campbell County Assessor

Petition to Join Bennor Estates Improvement and Service District

April 27, 2022

Bennor Estates Improvement & Service District
PO Box 2544
Gillette, WY 82717

RE: Request for Water Service for 633 Force Rd 6.85 acres

Dear Bennor Estates Improvement & Service District,

I hereby request the addition of my property at 633 Force Rd, Gillette, Wyoming, into the Bennor Estates Improvement & Service District. The legal description for the property is described in the attached pages (Exhibit A).

I certify that I am the legal owner of the property.

By connecting onto the water system that is operated and owned by the Bennor Estates Improvement and Service District, as the land owner located at 633 Force Rd, I agree to the following:

- 1) The water purchased from the Bennor Estates Improvement & Service District will be used for domestic purposes only to supply existing facilities with potable water for consumption and sanitary purposes only and will not be utilized for industrial applications. Industrial applications shall be defined as utilizing water for the manufacturing of a product where the water is either consumed or is part of the product. This also includes utilizing water for any part of a process associated to the manufacturing of said product.
- 2) I will pay all costs for running the District's water line to the property line, estimated at under \$10,000 total. The District will be responsible for this work and will bill or assess me for this work.
- 3) I will pay all costs to run the line from the property line to the necessary point of use and will comply with all District by-laws, rules and regulations and will pay the required tap fee (\$4,000 for a service line under 1") and will install all of the required components and sign the required Water User Agreement.
- 4) I will pay the Regional Water Supply System Development charge as determined by the City of Gillette.
- 5) Will pay the regular District fees.
- 6) Will not be part of subdivision so this would not include anything to do with covenants or subdivision rules.

Sincerely,

Rabbin Hannah 5-30-22
[Signature] 5/30/22

Gillette, WY 82718

Enclosure: Exhibit A

The State



of Wyoming

RECEIVED 10/25/22
FILED 10/25/22
CAMPBELL COUNTY CLERK

DEPARTMENT OF REVENUE

Herschler Building
3rd Floor East
122 West 25th Street
Cheyenne, Wyoming 82002-0110
E-Mail: directorofrevenue@wyo.gov
Web: <http://revenue.wyo.gov>

MARK GORDON, *Governor*
BRENDA HENSON, *Director*

Telephone (307) 777-7961
DOR Main FAX (307) 777-7722
Property Tax FAX (307) 777-7527
Excise FAX (307) 777-3632
Mineral FAX (307) 777-7849
Liquor FAX (307) 777-6255

October 19, 2022

Bennor Estates Phase I Improvement and Service
PO Box 2544
Gillette, Wyoming 82717

Dear Helenanne Cathy:

The Wyoming Department of Revenue has reviewed the documentation submitted for this district. Based on this review, the documents on file, and pursuant to the reporting requirements outlined in W.S. 39-13-102(p), and 39-13-104(k)(iv), the Department has determined that the district is Compliant for the tax year noted below.

<u>Tax Year</u>	<u>Approval Type</u>	<u>Map</u>	<u>Legal</u>	<u>Resolution</u>
2023	Compliant	Approved	Approved	Approved

Compliance status means that this district has met all of the minimum requirements as defined by Wyoming statute and the Department's administrative rules.

The Department approves the petition for formation. The petitioned area does not create any gaps or overlaps, nor does it conflict with a district of like services.

Any missing or rejected documentation should be submitted to the DOR as soon as possible. All documents provided to the Department must meet the requirements established in Chapter 21, Section 5 of our agency rules. You can find this document on the Department's website at <http://wyo-prop-div.wyo.gov/> under Tax Districts > General Information > Rules. If you do not have Internet access, we can mail a copy for your review.

This notice is the current, final determination and supersedes all other notices you may have received from the Department. If you should have any questions or concerns regarding this matter, please feel free to contact us.

Sincerely,

Dan Shadakofsky
Senior Business Applications Analyst
(307) 777-5432
dan.shadakofsky@wyo.gov

cc: Campbell County Assessor

The following page(s) contain the backup material for Agenda Item: [9:40 Purchase Sale Agreement, CCSD Bus Barn/Warlow Drive](#)

*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.

CONTRACT

PURCHASE & SALE AGREEMENT FOR REAL PROPERTY

Contract Documents
Purchase & Sale Agreement for Real Property

Agreement

Purchase & Sale Agreement for Real Property

AGREEMENT BETWEEN
Campbell County School District No. 1
AND
Campbell County
FOR
Bus Barn/Transportation Facility/Warlow Drive

THIS AGREEMENT for the purchase and sale of real property (Agreement), by and between **Campbell County School District No. 1** (Buyer) whose address is **1000 W. 8th Street, Gillette, WY 82716**, and **Campbell County** (seller), whose address is **500 S. Gillette Ave., Ste. 1100, Gillette, WY 82716**.

NOW, THEREFORE, in consideration of the premises and the mutual representations, covenants, undertakings and agreements hereinafter contained, and of the agreements between the parties set forth in the *Westwood High School Property Exchange Memorandum of Understanding*, Seller and Buyer represent, covenant, undertake and agree as follows:

1. Subject Property. Seller agrees to sell, transfer and convey and Buyer agrees to purchase, for a purchase price and subject to and upon each of the terms and conditions hereinafter set forth, the following real property:

Lot 4E of the Resubdivision of Lot 4A, Bicentennial Park Subdivision, as recorded in Book 11 of Plats, Page 252 in the Campbell County Clerk and Records Office

2. Total Purchase Price. The purchase price to be paid by Buyer to Seller for the Subject Property is: **Zero DOLLARS AND 00/100'S (\$0)** (Total Purchase Price).

In consideration for County transferring the property to Buyer for \$0, Buyer agrees that Seller shall incur no costs with regard to this transaction.

3. Title Matters. Buyer shall not be obligated to purchase the Subject Property unless at or prior to, closing each of the following conditions has been met or Buyer has waived said conditions in writing. Seller agrees to cooperate with Buyer and to execute any documents which may be necessary or convenient to the performance of these conditions.

a) Seller shall not be obligated to provide a title commitment for a standard Owner's Title Insurance Policy, for the Subject Property. If Buyer desires a commitment for or issuance of a Title Insurance Policy, it shall do so at its own expense. Within thirty (30) days after Buyer's receipt of the Survey described in Paragraph 5 and the Title Commitment, Buyer shall raise any objections to title, which objections shall be made to seller in writing (Title Objections). Seller shall have fifteen (15) days from receipt of Buyer's Title Objections to remove and/or cure same at its discretion. If Seller does not remove/cure Title Objections, Buyer shall have the right to: (i) cure

the Title Objections itself and close this transaction, (ii) close this transaction notwithstanding the Title Objections, or (iii) terminate this Agreement.

b) Seller shall determine for itself if good and marketable title to the Subject Property is able to be conveyed and free and clear of all liens, leasehold interests, tenancies, encumbrances, and other exceptions to title.

4. School Facilities Department. W.S. § 21-15-123 (f)(vii) subject to School Facilities Commission (SFC) review, requires the Wyoming School Facilities Department (SFD) to approve any proposed purchase and acquisition of a site for any project within the approved facility plan of a school district if state funds are to be expended for the purchase and acquisition.

The Buyer, a Wyoming school district, intends to use state funds for the purchase and acquisition of the subject property and therefore the Buyer must have SFD approval of this Agreement, and the transactions contemplate herein. The parties agree that the approval authority of the SFD shall be ongoing during the execution and performance of this Agreement and shall apply to all aspects of this Agreement. The SFD shall be provided with all notifications and other communications contemplated by this Agreement between Buyer and Seller so that it may exercise its approval authority. Wherever in this Agreement it is contemplated that either Seller or Buyer shall notify the other of an event, which event triggers a response by the other party, notice shall be contemporaneously provided to the SFD. Buyer may neither accept nor approve any aspect of this Agreement without the approval of SFD. The approval of SFD shall not, however, be unreasonably withheld.

5. Survey. Within **sixty (60)** days of execution of this Agreement, Buyer, at Buyer's expense, may obtain a survey of the Subject Property containing a certification by the surveyor of the number of acres contained in the property, exclusive of any land lying within dedicated roadways. The Subject Property shall be described by metes and bounds. The Survey will show each Schedule B exception contained in the Commitment and its effect on the Property.

6. Documents and Further Acts. Upon request, Seller will deliver to Buyer all documents in its possession or reasonably available on the Subject Property that have not been previously provided to the Buyer, including but not limited to, surveys, soil surveys, geotechnical and environmental reports, relating to, or concerning the Subject Property. Further, each party agrees to deliver to the other copies of all drafts and final reports of site plans, soil surveys, geotechnical and environmental reports, traffic studies, and appraisals within ten (10) days of receipt of same by each party from its consultants or engineers. Each party shall, at the request of the other, execute, acknowledge (if appropriate) and deliver whatever additional documents, and do such other acts, as may be reasonably required in order to accomplish the intent and purposes of this Agreement.

7. Covenants. None

8. License for Entry and Inspection Period. Seller hereby grants Buyer a license to enter upon the Subject Property, during business hours and upon reasonable advance notice, with Seller or Seller's representatives having the right to be present during such times, for all purposes reasonably related to a full and adequate determination of the suitability of the Subject Property for such uses, including, without limitation, the right to conduct surveys, soils tests, engineering studies, and environmental tests and audits. Buyer agrees to indemnify, defend and hold harmless Seller from any and all liability, claims, damages, expenses, judgments, liens, proceedings and causes of action of any kind whatsoever, arising out of Buyer's exercise of the license granted herein, unless caused by the willful or negligent act or omission of Seller, its agents, contractors or employees. In the event that Buyer shall

not close upon the purchase of the Subject Property, Buyer, at Buyer's expense, shall restore the Subject Property substantially to its condition existing immediately prior to such tests as is reasonably feasible. If this Agreement is terminated pursuant to the provisions hereof, Buyer shall, within ten (10) days of such termination, return all of Seller's documents, surveys and reports and provide Seller copies of all of Buyer's surveys, soil tests, engineering studies, environmental tests and audits, excluding privileged materials ("privileged" to be defined as a document subject to a recognized privilege, for example, attorney-client privilege).

9. Feasibility Review Period. Buyer shall perform all its feasibility analyses, reviews and shall obtain an appraisal of the Subject Property within **thirty (30)** days of the Effective Date (the date of the last signature on this Agreement indicating final acceptance by all parties of all the details thereof) of this Agreement (Feasibility Review Period). The parties agree that the Buyer shall provide a copy of the appraisal to Seller prior to closing and the scope of the Buyer's due diligence rights during the Feasibility Review Period includes all matters reasonably related to the Subject Property. During the Feasibility Review Period, the Buyer may cancel the Agreement for any reason.

10. Construction of Improvements. [Check appropriate box(es)].

a) ☒ Transaction for land only. Neither Seller nor Buyer shall provide any Construction or Improvements.

11. Warranties. Seller makes the following warranties:

a) Seller has full power and lawful authority to execute, enter into and perform this Agreement and any person or entity executing this Agreement on behalf of Seller has the authority to execute same;

b) Seller has no knowledge of any Hazardous Waste or Hazardous Material having been produced, released, stored or deposited over, under, or upon the Subject Property by any person whatsoever. As used herein, the term Hazardous Waste or Hazardous Material shall be defined pursuant to all applicable local, state and federal rules and regulations, and shall include without limitation, archeological, asbestos, underground storage tanks, pollutants, contaminants or hazardous wastes, PCBs, petroleum and petroleum products, and urea-formaldehyde, however, Buyer shall be responsible for conducting environmental reports or studies at its discretion to confirm the same. Seller makes no representations or warranties. If Buyer's environmental reports or studies are not satisfactory to Buyer, Buyer may terminate this Agreement according to the provisions hereof. Buyer shall maintain all of its remedies at law and in equity.

c) There are no actions, suits, proceedings, investigations, arbitration proceedings or other proceedings pending or, to the best knowledge of the Seller, threatened against or affecting the Subject Property at law or in equity or by or before any federal, state, municipal or other governmental department, commission, board, bureau, agency or instrumentality, or by or before any arbitrator which actions, suits or arbitration proceedings relate to the Subject Property, and there is not presently outstanding against the Seller any judgment, decree, injunction, rule, order or award of any court, arbitrator, governmental department, commission, board, bureau, agency, instrumentality, relating to the Subject Property.

The warranties and representations set forth in this Section shall constitute continuing warranties and representations, shall be deemed to be true and correct as of the Closing Date and shall survive for a period of one (1) year after the Closing Date.

12. Conditions to Close. The closing of this purchase and sale of the Subject Property is conditioned upon the occurrence of all of the following prior to closing unless waived by the Buyer in writing:

- a) Seller complying with all of its obligations under this Agreement;
- b) The Subject Property is free from all Hazardous Waste and/or Hazardous Material and is otherwise acceptable to Buyer pursuant to Paragraph 11(b), above;

13. Closing and Related Matters.

- a) Closing Date. Closing shall occur as soon as the conditions to close have been satisfied or waived by Buyer. Seller shall deliver to Buyer a fully executed Special Warranty Deed in the form attached as **Exhibit A**, subject only to the Permitted Exceptions and approved by Buyer and the Title Company. Seller shall deliver to Buyer exclusive possession of the Subject Property on the Closing Date.
- b) Costs. Buyer shall pay for any standard coverage Owner's Title Insurance Policy from Title Company issued. Buyer shall pay all documentary tax, transfer tax or similar costs. The closing agent's fee, if any, shall be paid by Buyer. Any other closing costs shall be paid by Buyer. Each party shall pay for its own legal and consulting fees associated with this Agreement.

14. Commissions. Seller and Buyer hereby represent that neither has worked with or consulted a broker in this transaction.

15. Successors. This Agreement shall be binding on the heirs, successors, assigns and persona representatives of the parties hereto.

16. Default. Should Seller breach any of its warranties or agreements made hereunder at any time while this Agreement is in full force and effect, Buyer shall give ten (10) days' written notice to Seller of such breach. If Seller's default is not cured within ten (10) days following Seller's receipt of such notice, this Agreement may terminate at Buyer's option.

17. Notices. All notices given pursuant to this Agreement shall be in writing and shall be given by personal service, by facsimile, by United States Mail or by United States Express Mail or other established express delivery service (such as Federal Express) or by certified mail, postage or delivery charge prepaid, return receipt requested, addressed to the appropriate party at the address set forth below:

If to Buyer: Attention:

 Dennis Holmes
 Campbell County School District No. 1
 1000 W. 8th Street
 Gillette, WY 82716

If to Seller: Attention:

 Campbell County Commissioners
 Denton Knapp
 Campbell County
 500 S. Gillette Ave., Ste. 1100
 Gillette, WY 82716

If to the SFD: Attention:

Jerry Vincent
SFC Director
700 West 21st Street
Cheyenne, WY 82002

Copy to: **Devin Kenney, Assistant Attorney General-Civil Division**
Wyoming Attorney General's Office, Kendrick Building
2320 Capitol Avenue
Cheyenne, WY 82002

a) The person and address to which notices are to be given may be changed at any time by any party upon written notice to the other party. All notices given shall be deemed given upon receipt; and

b) For the purpose of this Agreement, the term "receipt" shall mean the earlier of any of the following: (i) the date of delivery of the notice or other document to the address specified above as shown on the return receipt and/or facsimile confirmation, (ii) the date of actual receipt of the notice or other document by the person or entity specified above, or (iii) in the case of refusal to accept delivery or inability to deliver the notice or other document, the earlier of (A) the date of the attempted delivery or refusal to accept delivery, (B) the date of the postmark on the return receipt, or (C) the date of receipt of notice of refusal or notice of non-delivery by the sending party.

18. Captions and Headings. The captions and headings in this Agreement are for reference only and shall not be deemed to define or limit the scope or intent of any of the terms, covenants, conditions, or agreements contained herein.

19. Entire Agreement. This Agreement contains the entire agreement between the parties hereto and supersedes all prior agreements, oral or written, with respect to the subject matter hereof. The provisions of this Agreement shall be construed as a whole and in their entirety.

20. Construction. In construing the provisions of this Agreement and whenever the context so requires, the use of a gender shall include all other genders, the use of the singular shall include the plural, and the use of the plural shall include the singular. This Agreement shall be construed and interpreted in accordance with the laws of the State of Wyoming. This Agreement shall not be construed more strictly against one party than against the other party merely by virtue of the fact that it may have been prepared primarily by counsel for one of the parties, it being recognized that both Buyer and Seller have contributed substantially and materially to the preparation of this Agreement.

21. Joint and Several Obligations. In the event any party hereto is composed of more than one person, the obligations of said party shall be joint and several.

22. Fax and Counterparts. This Agreement may be executed by facsimile or in multiple counterparts, each of which shall be deemed to be an original, but all of which, together, shall constitute one and the same instrument.

23. Severability. In the event one or more provisions (or portions thereof) of this Agreement is determined to be illegal or unenforceable, the remainder of the Agreement shall not be affected thereby and each remaining provision or portion thereof shall continue to be valid and effective and shall be enforceable to the fullest extent permitted by law.

24. Time of Essence. Time is of the essence of this Agreement and each and every term, condition, and provision hereof.

25. No Joint Venture. It is not intended by this Agreement to, and nothing contained in this Agreement shall, create any partnership, joint venture or other joint or equity type agreement between Buyer and Seller. No term or provision of this Agreement is intended to be, or shall be, for the benefit of any person, firm, organization, or corporation not a party hereto, and no such other person, firm, organization or corporation shall have any right or cause of action hereunder.

26. No Waiver. No waiver by either party of any default under this Agreement by the other party shall be effective or binding upon such party unless given in the form of a written instrument signed by such party, and no such waiver shall be implied from any omission by such party to take action with respect to such default. No express written waiver of any default shall affect any other default or cover any period of time other than the default and/or period of time specified in such express waiver. One or more written waivers of any default under any provision of this Agreement shall not be deemed to be a waiver of any subsequent default in the performance of the same provision or any other term or provision contained in this Agreement. The failure of Buyer to insist on a strict performance of any of the terms and conditions hereof shall not be deemed a waiver of the rights or remedies that Buyer may have regarding that specific term or condition.

27. Execution and Change. It is understood and agreed that until this Agreement is fully executed and delivered by the authorized partners, corporate officers or other individuals, as applicable, of the parties hereto, there is not and shall not be an agreement of any kind between the parties hereto upon which any commitment, undertaking or obligation can be founded. It is further agreed that once this Agreement is fully executed and delivered that it contains the entire agreement between the parties hereto and that, in executing it, the parties do not rely upon any statement, promise, or representation not herein expressed and this Agreement once executed and delivered shall not be modified, changed or altered in any respect except by a writing executed and delivered in the same manner as required for this Agreement.

28. Construction Dates. Unless otherwise expressly stated, all time periods referred to herein shall be deemed to mean calendar days. In the event any date for performance by either party of any obligation hereunder required to be performed by such party falls on a Saturday, Sunday or holiday recognized in the State of Wyoming, the time for performance of such matter shall be deemed extended until the next business day immediately following such date.

29. Attorney's Fees. In the event either party to this Agreement shall employ legal counsel to protect its rights under this Agreement or to enforce any term or provision hereof (including a suit for specific performance) each party will be responsible for its own attorney's fees, costs and expenses incurred in connection with its claim.

30. Survival. All warranties, representations and covenants in this Agreement shall survive the closing of this transaction.

31. Applicable Law/Venue. The construction, interpretation and enforcement of the Contract shall be governed by the Laws of the State of Wyoming. The Courts of the State of Wyoming shall have jurisdiction over this Contract and the parties, and the venue shall be the Sixth Judicial District, Campbell County, Wyoming.

32. Sovereign Immunity. The State of Wyoming, the Buyer and Seller do not waive sovereign immunity by entering into this Contract and specifically retain immunity and all defenses available to them as sovereigns pursuant to Wyo. Stat. § 1-39-104(a) and all other state law.

33. Availability of Funds. The payment obligations of the Buyer are conditioned upon the availability of State funds which are appropriated or allocated for the payment of these obligations, and subject to approval by the School Facilities Commission. If funds are not allocated and available, the Contract may be terminated by the Buyer. No penalty shall accrue to the Buyer in the event this provision is exercised, and the Buyer shall not be obligated or liable for any future payment due or for any damages as a result of termination under this section.

34. Execution and Counterparts. This document may be executed in multiple counterparts, all of which shall be considered an original document.

Signatures. By signing this Contract, the parties certify that they have read and understood it, that they agree to be bound by the terms of the Contract, that they have the authority to sign it.

The effective date of this Contract is the date of the signature last affixed to this page.

Campbell County (SELLER):

Colleen Faber, Chairman (Print)

Signature

Date

Campbell County School District No. 1 (BUYER):

Anne Ochs, Chairman, Board of Trustees, (Print)

Signature

Date

STATE OF WYOMING, SCHOOL FACILITIES DEPARTMENT:

Name & Title (Print)

Signature

Date

The following page(s) contain the backup material for Agenda Item: [9:45 Special Warranty Deed, CCSD Bus Barn/Warlow Drive](#)

*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.

SPECIAL WARRANTY DEED

KNOW ALL MEN BY THESE PRESENTS that, Campbell County, Wyoming, a unit of local government, of 500 S. Gillette Ave., Gillette, Wyoming 82716, **GRANTOR**, for and in consideration of the sum of ten dollars (\$10.00) and other good and valuable consideration, in hand paid, receipt whereof is hereby acknowledged, does hereby **CONVEY AND WARRANT** to Campbell County School District No. 1, of 1000 W. 8th Street, Gillette, Wyoming, 82716, **GRANTEE**, its successors and assigns, forever, all such right, title, claim and demand as it may have or ought to have, in and to all of the following described premises, to wit:

Lot 4E of the Resubdivision of Lot 4A, Bicentennial Park Subdivision,

as recorded in Book 11 of Plats, Page 252 in the Campbell County Clerk and Records Office

TOGETHER WITH all improvements situate thereon and appurtenant thereto.

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

EXCEPTING AND RESERVING all oil, gas, coal-bed methane gas and other minerals lying and being in and under said premises, together with the right of ingress and egress for the purpose of exploring for, mining, and removing the same.

GRANTOR warrants such only as against its own acts and against claims and demands of all persons claiming through or under it, but not otherwise; however, Grantor does hereby, to the extent it can legally do so, convey and pass all warranties received from this immediate Grantor to Grantee.

DATED THIS _____ day of _____, 2023.

CAMPBELL COUNTY BOARD OF COMMISSIONERS

By: Chairman

STATE OF WYOMING)
)
COUNTY OF CAMPBELL)

The above and foregoing quitclaim deed was acknowledged before me by Colleen Faber as Chairman of the Campbell County Board of Commissioners on this _____ day of _____, 2023.

Witness my hand and official seal.

Notarial Officer

My commission expires:

The following page(s) contain the backup material for Agenda Item: [9:50 First Amendment, Westwood High School Property Exchange 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.

FIRST AMENDMENT
WESTWOOD HIGH SCHOOL PROPERTY EXCHANGE
MEMORANDUM OF UNDERSTANDING

This FIRST AMENDMENT of WESTWOOD HIGH SCHOOL PROPERTY EXCHANGE MEMORANDUM OF UNDERSTANDING (this “Amendment”) by and between, the **Campbell County Board of Commissioners**, hereinafter referred to as “County”, whose address is 500 South Gillette Avenue, Suite 1100, Gillette, Wyoming 82716; **Campbell County School District No. 1** hereinafter referred to as “CCSD”, whose address is 1000 W. 8th Street, Gillette, Wyoming 82716; and **City of Gillette** hereinafter referred to as “City”, whose address is 201 E. 5th Street, Gillette, Wyoming 82716; all collectively referred to as “Parties.”

WHEREAS, County, CCSD and City are parties to a Memorandum of Understanding, executed March 25, 2015 (the “MOU”).

WHEREAS, County, CCSD and City have agreed to amend the MOU pursuant to the terms set forth herein.

NOW THEREFORE, County, CCSD and City agree as follows:

1. Paragraph IV of the MOU is hereby deleted in its entirety and replaced with the following:

Upon approval and execution of this First Amendment by all Parties, County shall enter into the Purchase & Sale Agreement for Real Property attached hereto as **Exhibit A** (“PSA”), and upon completion of the terms of the PSA, the County shall convey to CCSD by “Special Warranty Deed” in the form attached as **Exhibit A** to the PSA.

2. The terms and provisions of the MOU remain in effect and the undersigned do hereby amend the Agreement as aforesaid, and do hereby ratify, adopt and confirm the Agreement as so amended by this Amendment. Capitalized terms used herein and not otherwise defined shall have the meanings set forth in the Agreement.
3. This Amendment may be executed in any number of counterparts to the same effect as though all

parties had executed the same instrument. This Amendment shall be binding upon and inure to the benefit of the parties hereto, their respective successors and assigns.

IN WITNESS WHEREOF, the undersigned have executed this Amendment as of the date first written above.

CAMPBELL COUNTY BOARD OF COMMISSIONERS

By: _____ Date: _____
Colleen Faber, Chairman

Attest:

By: _____
Cindy Lovelace, County Clerk

CAMPBELL COUNTY SCHOOL DISTRICT, No. 1

By: _____ Date: _____
Anne Ochs, Chairman

Attest:

By: _____
Larry Steiger, Clerk

CITY OF GILLETTE

By: _____ Date: _____
Shay Lundvall, Mayor

Attest:

By: _____
Alicia Allen, Clerk

EXHIBIT A
TO FIRST AMENDMENT WESTWOOD HIGH SCHOOL PROPERTY EXCHANGE
MEMORANDUM OF UNDERSTANDING

PURCHASE & SALE AGREEMENT
FOR REAL PROPERTY

CONTRACT

PURCHASE & SALE AGREEMENT FOR REAL PROPERTY

Contract Documents
Purchase & Sale Agreement for Real Property

Agreement

Purchase & Sale Agreement for Real Property

AGREEMENT BETWEEN
Campbell County School District No. 1
AND
Campbell County
FOR
Bus Barn/Transportation Facility/Warlow Drive

THIS AGREEMENT for the purchase and sale of real property (Agreement), by and between **Campbell County School District No. 1** (Buyer) whose address is **1000 W. 8th Street, Gillette, WY 82716**, and **Campbell County** (seller), whose address is **500 S. Gillette Ave., Ste. 1100, Gillette, WY 82716**.

NOW, THEREFORE, in consideration of the premises and the mutual representations, covenants, undertakings and agreements hereinafter contained, and of the agreements between the parties set forth in the *Westwood High School Property Exchange Memorandum of Understanding*, Seller and Buyer represent, covenant, undertake and agree as follows:

1. Subject Property. Seller agrees to sell, transfer and convey and Buyer agrees to purchase, for a purchase price and subject to and upon each of the terms and conditions hereinafter set forth, the following real property:

Lot 4E of the Resubdivision of Lot 4A, Bicentennial Park Subdivision, as recorded in Book 11 of Plats, Page 252 in the Campbell County Clerk and Records Office

2. Total Purchase Price. The purchase price to be paid by Buyer to Seller for the Subject Property is: **Zero DOLLARS AND 00/100'S (\$0)** (Total Purchase Price).

In consideration for County transferring the property to Buyer for \$0, Buyer agrees that Seller shall incur no costs with regard to this transaction.

3. Title Matters. Buyer shall not be obligated to purchase the Subject Property unless at or prior to, closing each of the following conditions has been met or Buyer has waived said conditions in writing. Seller agrees to cooperate with Buyer and to execute any documents which may be necessary or convenient to the performance of these conditions.

a) Seller shall not be obligated to provide a title commitment for a standard Owner's Title Insurance Policy, for the Subject Property. If Buyer desires a commitment for or issuance of a Title Insurance Policy, it shall do so at its own expense. Within thirty (30) days after Buyer's receipt of the Survey described in Paragraph 5 and the Title Commitment, Buyer shall raise any objections to title, which objections shall be made to seller in writing (Title Objections). Seller shall have fifteen (15) days from receipt of Buyer's Title Objections to remove and/or cure same at its discretion. If Seller does not remove/cure Title Objections, Buyer shall have the right to: (i) cure

the Title Objections itself and close this transaction, (ii) close this transaction notwithstanding the Title Objections, or (iii) terminate this Agreement.

b) Seller shall determine for itself if good and marketable title to the Subject Property is able to be conveyed and free and clear of all liens, leasehold interests, tenancies, encumbrances, and other exceptions to title.

4. School Facilities Department. W.S. § 21-15-123 (f)(vii) subject to School Facilities Commission (SFC) review, requires the Wyoming School Facilities Department (SFD) to approve any proposed purchase and acquisition of a site for any project within the approved facility plan of a school district if state funds are to be expended for the purchase and acquisition.

The Buyer, a Wyoming school district, intends to use state funds for the purchase and acquisition of the subject property and therefore the Buyer must have SFD approval of this Agreement, and the transactions contemplate herein. The parties agree that the approval authority of the SFD shall be ongoing during the execution and performance of this Agreement and shall apply to all aspects of this Agreement. The SFD shall be provided with all notifications and other communications contemplated by this Agreement between Buyer and Seller so that it may exercise its approval authority. Wherever in this Agreement it is contemplated that either Seller or Buyer shall notify the other of an event, which event triggers a response by the other party, notice shall be contemporaneously provided to the SFD. Buyer may neither accept nor approve any aspect of this Agreement without the approval of SFD. The approval of SFD shall not, however, be unreasonably withheld.

5. Survey. Within **sixty (60)** days of execution of this Agreement, Buyer, at Buyer's expense, may obtain a survey of the Subject Property containing a certification by the surveyor of the number of acres contained in the property, exclusive of any land lying within dedicated roadways. The Subject Property shall be described by metes and bounds. The Survey will show each Schedule B exception contained in the Commitment and its effect on the Property.

6. Documents and Further Acts. Upon request, Seller will deliver to Buyer all documents in its possession or reasonably available on the Subject Property that have not been previously provided to the Buyer, including but not limited to, surveys, soil surveys, geotechnical and environmental reports, relating to, or concerning the Subject Property. Further, each party agrees to deliver to the other copies of all drafts and final reports of site plans, soil surveys, geotechnical and environmental reports, traffic studies, and appraisals within ten (10) days of receipt of same by each party from its consultants or engineers. Each party shall, at the request of the other, execute, acknowledge (if appropriate) and deliver whatever additional documents, and do such other acts, as may be reasonably required in order to accomplish the intent and purposes of this Agreement.

7. Covenants. None

8. License for Entry and Inspection Period. Seller hereby grants Buyer a license to enter upon the Subject Property, during business hours and upon reasonable advance notice, with Seller or Seller's representatives having the right to be present during such times, for all purposes reasonably related to a full and adequate determination of the suitability of the Subject Property for such uses, including, without limitation, the right to conduct surveys, soils tests, engineering studies, and environmental tests and audits. Buyer agrees to indemnify, defend and hold harmless Seller from any and all liability, claims, damages, expenses, judgments, liens, proceedings and causes of action of any kind whatsoever, arising out of Buyer's exercise of the license granted herein, unless caused by the willful or negligent act or omission of Seller, its agents, contractors or employees. In the event that Buyer shall

not close upon the purchase of the Subject Property, Buyer, at Buyer's expense, shall restore the Subject Property substantially to its condition existing immediately prior to such tests as is reasonably feasible. If this Agreement is terminated pursuant to the provisions hereof, Buyer shall, within ten (10) days of such termination, return all of Seller's documents, surveys and reports and provide Seller copies of all of Buyer's surveys, soil tests, engineering studies, environmental tests and audits, excluding privileged materials ("privileged" to be defined as a document subject to a recognized privilege, for example, attorney-client privilege).

9. Feasibility Review Period. Buyer shall perform all its feasibility analyses, reviews and shall obtain an appraisal of the Subject Property within **thirty (30)** days of the Effective Date (the date of the last signature on this Agreement indicating final acceptance by all parties of all the details thereof) of this Agreement (Feasibility Review Period). The parties agree that the Buyer shall provide a copy of the appraisal to Seller prior to closing and the scope of the Buyer's due diligence rights during the Feasibility Review Period includes all matters reasonably related to the Subject Property. During the Feasibility Review Period, the Buyer may cancel the Agreement for any reason.

10. Construction of Improvements. [Check appropriate box(es)].

a) ☒ Transaction for land only. Neither Seller nor Buyer shall provide any Construction or Improvements.

11. Warranties. Seller makes the following warranties:

a) Seller has full power and lawful authority to execute, enter into and perform this Agreement and any person or entity executing this Agreement on behalf of Seller has the authority to execute same;

b) Seller has no knowledge of any Hazardous Waste or Hazardous Material having been produced, released, stored or deposited over, under, or upon the Subject Property by any person whatsoever. As used herein, the term Hazardous Waste or Hazardous Material shall be defined pursuant to all applicable local, state and federal rules and regulations, and shall include without limitation, archeological, asbestos, underground storage tanks, pollutants, contaminants or hazardous wastes, PCBs, petroleum and petroleum products, and urea-formaldehyde, however, Buyer shall be responsible for conducting environmental reports or studies at its discretion to confirm the same. Seller makes no representations or warranties. If Buyer's environmental reports or studies are not satisfactory to Buyer, Buyer may terminate this Agreement according to the provisions hereof. Buyer shall maintain all of its remedies at law and in equity.

c) There are no actions, suits, proceedings, investigations, arbitration proceedings or other proceedings pending or, to the best knowledge of the Seller, threatened against or affecting the Subject Property at law or in equity or by or before any federal, state, municipal or other governmental department, commission, board, bureau, agency or instrumentality, or by or before any arbitrator which actions, suits or arbitration proceedings relate to the Subject Property, and there is not presently outstanding against the Seller any judgment, decree, injunction, rule, order or award of any court, arbitrator, governmental department, commission, board, bureau, agency, instrumentality, relating to the Subject Property.

The warranties and representations set forth in this Section shall constitute continuing warranties and representations, shall be deemed to be true and correct as of the Closing Date and shall survive for a period of one (1) year after the Closing Date.

12. Conditions to Close. The closing of this purchase and sale of the Subject Property is conditioned upon the occurrence of all of the following prior to closing unless waived by the Buyer in writing:

- a) Seller complying with all of its obligations under this Agreement;
- b) The Subject Property is free from all Hazardous Waste and/or Hazardous Material and is otherwise acceptable to Buyer pursuant to Paragraph 11(b), above;

13. Closing and Related Matters.

- a) Closing Date. Closing shall occur as soon as the conditions to close have been satisfied or waived by Buyer. Seller shall deliver to Buyer a fully executed Special Warranty Deed in the form attached as **Exhibit A**, subject only to the Permitted Exceptions and approved by Buyer and the Title Company. Seller shall deliver to Buyer exclusive possession of the Subject Property on the Closing Date.
- b) Costs. Buyer shall pay for any standard coverage Owner's Title Insurance Policy from Title Company issued. Buyer shall pay all documentary tax, transfer tax or similar costs. The closing agent's fee, if any, shall be paid by Buyer. Any other closing costs shall be paid by Buyer. Each party shall pay for its own legal and consulting fees associated with this Agreement.

14. Commissions. Seller and Buyer hereby represent that neither has worked with or consulted a broker in this transaction.

15. Successors. This Agreement shall be binding on the heirs, successors, assigns and persona representatives of the parties hereto.

16. Default. Should Seller breach any of its warranties or agreements made hereunder at any time while this Agreement is in full force and effect, Buyer shall give ten (10) days' written notice to Seller of such breach. If Seller's default is not cured within ten (10) days following Seller's receipt of such notice, this Agreement may terminate at Buyer's option.

17. Notices. All notices given pursuant to this Agreement shall be in writing and shall be given by personal service, by facsimile, by United States Mail or by United States Express Mail or other established express delivery service (such as Federal Express) or by certified mail, postage or delivery charge prepaid, return receipt requested, addressed to the appropriate party at the address set forth below:

If to Buyer: Attention:

 Dennis Holmes
 Campbell County School District No. 1
 1000 W. 8th Street
 Gillette, WY 82716

If to Seller: Attention:

 Campbell County Commissioners
 Denton Knapp
 Campbell County
 500 S. Gillette Ave., Ste. 1100
 Gillette, WY 82716

If to the SFD: Attention:

Jerry Vincent
SFC Director
700 West 21st Street
Cheyenne, WY 82002

Copy to: **Devin Kenney, Assistant Attorney General-Civil Division**
Wyoming Attorney General's Office, Kendrick Building
2320 Capitol Avenue
Cheyenne, WY 82002

a) The person and address to which notices are to be given may be changed at any time by any party upon written notice to the other party. All notices given shall be deemed given upon receipt; and

b) For the purpose of this Agreement, the term "receipt" shall mean the earlier of any of the following: (i) the date of delivery of the notice or other document to the address specified above as shown on the return receipt and/or facsimile confirmation, (ii) the date of actual receipt of the notice or other document by the person or entity specified above, or (iii) in the case of refusal to accept delivery or inability to deliver the notice or other document, the earlier of (A) the date of the attempted delivery or refusal to accept delivery, (B) the date of the postmark on the return receipt, or (C) the date of receipt of notice of refusal or notice of non-delivery by the sending party.

18. Captions and Headings. The captions and headings in this Agreement are for reference only and shall not be deemed to define or limit the scope or intent of any of the terms, covenants, conditions, or agreements contained herein.

19. Entire Agreement. This Agreement contains the entire agreement between the parties hereto and supersedes all prior agreements, oral or written, with respect to the subject matter hereof. The provisions of this Agreement shall be construed as a whole and in their entirety.

20. Construction. In construing the provisions of this Agreement and whenever the context so requires, the use of a gender shall include all other genders, the use of the singular shall include the plural, and the use of the plural shall include the singular. This Agreement shall be construed and interpreted in accordance with the laws of the State of Wyoming. This Agreement shall not be construed more strictly against one party than against the other party merely by virtue of the fact that it may have been prepared primarily by counsel for one of the parties, it being recognized that both Buyer and Seller have contributed substantially and materially to the preparation of this Agreement.

21. Joint and Several Obligations. In the event any party hereto is composed of more than one person, the obligations of said party shall be joint and several.

22. Fax and Counterparts. This Agreement may be executed by facsimile or in multiple counterparts, each of which shall be deemed to be an original, but all of which, together, shall constitute one and the same instrument.

23. Severability. In the event one or more provisions (or portions thereof) of this Agreement is determined to be illegal or unenforceable, the remainder of the Agreement shall not be affected thereby and each remaining provision or portion thereof shall continue to be valid and effective and shall be enforceable to the fullest extent permitted by law.

24. Time of Essence. Time is of the essence of this Agreement and each and every term, condition, and provision hereof.

25. No Joint Venture. It is not intended by this Agreement to, and nothing contained in this Agreement shall, create any partnership, joint venture or other joint or equity type agreement between Buyer and Seller. No term or provision of this Agreement is intended to be, or shall be, for the benefit of any person, firm, organization, or corporation not a party hereto, and no such other person, firm, organization or corporation shall have any right or cause of action hereunder.

26. No Waiver. No waiver by either party of any default under this Agreement by the other party shall be effective or binding upon such party unless given in the form of a written instrument signed by such party, and no such waiver shall be implied from any omission by such party to take action with respect to such default. No express written waiver of any default shall affect any other default or cover any period of time other than the default and/or period of time specified in such express waiver. One or more written waivers of any default under any provision of this Agreement shall not be deemed to be a waiver of any subsequent default in the performance of the same provision or any other term or provision contained in this Agreement. The failure of Buyer to insist on a strict performance of any of the terms and conditions hereof shall not be deemed a waiver of the rights or remedies that Buyer may have regarding that specific term or condition.

27. Execution and Change. It is understood and agreed that until this Agreement is fully executed and delivered by the authorized partners, corporate officers or other individuals, as applicable, of the parties hereto, there is not and shall not be an agreement of any kind between the parties hereto upon which any commitment, undertaking or obligation can be founded. It is further agreed that once this Agreement is fully executed and delivered that it contains the entire agreement between the parties hereto and that, in executing it, the parties do not rely upon any statement, promise, or representation not herein expressed and this Agreement once executed and delivered shall not be modified, changed or altered in any respect except by a writing executed and delivered in the same manner as required for this Agreement.

28. Construction Dates. Unless otherwise expressly stated, all time periods referred to herein shall be deemed to mean calendar days. In the event any date for performance by either party of any obligation hereunder required to be performed by such party falls on a Saturday, Sunday or holiday recognized in the State of Wyoming, the time for performance of such matter shall be deemed extended until the next business day immediately following such date.

29. Attorney's Fees. In the event either party to this Agreement shall employ legal counsel to protect its rights under this Agreement or to enforce any term or provision hereof (including a suit for specific performance) each party will be responsible for its own attorney's fees, costs and expenses incurred in connection with its claim.

30. Survival. All warranties, representations and covenants in this Agreement shall survive the closing of this transaction.

31. Applicable Law/Venue. The construction, interpretation and enforcement of the Contract shall be governed by the Laws of the State of Wyoming. The Courts of the State of Wyoming shall have jurisdiction over this Contract and the parties, and the venue shall be the Sixth Judicial District, Campbell County, Wyoming.

32. Sovereign Immunity. The State of Wyoming, the Buyer and Seller do not waive sovereign immunity by entering into this Contract and specifically retain immunity and all defenses available to them as sovereigns pursuant to Wyo. Stat. § 1-39-104(a) and all other state law.

33. Availability of Funds. The payment obligations of the Buyer are conditioned upon the availability of State funds which are appropriated or allocated for the payment of these obligations, and subject to approval by the School Facilities Commission. If funds are not allocated and available, the Contract may be terminated by the Buyer. No penalty shall accrue to the Buyer in the event this provision is exercised, and the Buyer shall not be obligated or liable for any future payment due or for any damages as a result of termination under this section.

34. Execution and Counterparts. This document may be executed in multiple counterparts, all of which shall be considered an original document.

Signatures. By signing this Contract, the parties certify that they have read and understood it, that they agree to be bound by the terms of the Contract, that they have the authority to sign it.

The effective date of this Contract is the date of the signature last affixed to this page.

Campbell County (SELLER):

Colleen Faber, Chairman (Print)

Signature

Date

Campbell County School District No. 1 (BUYER):

Anne Ochs, Chairman, Board of Trustees, (Print)Signature

Date

STATE OF WYOMING, SCHOOL FACILITIES DEPARTMENT:

Name & Title (Print)

Signature

Date

EXHIBIT A
TO PURCHASE & SALE AGREEMENT FOR REAL PROPERTY

SPECIAL WARRANTY DEED

SPECIAL WARRANTY DEED

KNOW ALL MEN BY THESE PRESENTS that, Campbell County, Wyoming, a unit of local government, of 500 S. Gillette Ave., Gillette, Wyoming 82716, **GRANTOR**, for and in consideration of the sum of ten dollars (\$10.00) and other good and valuable consideration, in hand paid, receipt whereof is hereby acknowledged, does hereby **CONVEY AND WARRANT** to Campbell County School District No. 1, of 1000 W. 8th Street, Gillette, Wyoming, 82716, **GRANTEE**, its successors and assigns, forever, all such right, title, claim and demand as it may have or ought to have, in and to all of the following described premises, to wit:

Lot 4E of the Resubdivision of Lot 4A, Bicentennial Park Subdivision,

as recorded in Book 11 of Plats, Page 252 in the Campbell County Clerk and Records Office

TOGETHER WITH all improvements situate thereon and appurtenant thereto.

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

EXCEPTING AND RESERVING all oil, gas, coal-bed methane gas and other minerals lying and being in and under said premises, together with the right of ingress and egress for the purpose of exploring for, mining, and removing the same.

GRANTOR warrants such only as against its own acts and against claims and demands of all persons claiming through or under it, but not otherwise; however, Grantor does hereby, to the extent it can legally do so, convey and pass all warranties received from this immediate Grantor to Grantee.

DATED THIS _____ day of _____, 2023.

CAMPBELL COUNTY BOARD OF COMMISSIONERS

By: Chairman

STATE OF WYOMING)
)§
COUNTY OF CAMPBELL)

The above and foregoing quitclaim deed was acknowledged before me by Colleen Faber as Chairman of the Campbell County Board of Commissioners on this _____ day of _____, 2023.

Witness my hand and official seal.

Notarial Officer

My commission expires:

The following page(s) contain the backup material for Agenda Item: [10:15 Retail Liquor License, Prairie Sky Venue](#)

*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.

C7140

APPROVAL CARD

The liquor license application has been heard by the COUNTY OF CAMPBELL on

2 / 7 / 2023

and was:

☐ APPROVED- NOT ISSUED

☐ APPROVED- ISSUED Date Issued: ____/____/____

☐ DISAPPROVED

for the applicant:

PRAIRIE SKY VENUE LLC

(Applicant)

PRAIRIE SKY VENUE

(Trade Name - D/B/A)

1120 STATE HWY 50 GILLETTE WY 82718 CAMPBELL COUNTY

(Premise address) / (City) / (State) / (Zip)

1275 STATE HWY 50 GILLETTE, WY 8271882718

(Mailing address) / (City) / (State) / (Zip)

for the term of: 2/7/2023 through: 2/6/2024.

(Clerk signature)

License applied for:

TYPE OF LICENSE OR PERMIT:

RETAIL LIQUOR LICENSE

APPLICATION TYPE:



New



Renewal



Transfer of Ownership



Transfer of Location

Special Designations (if applicable):

LICENSE EFFECTIVE:
2/7/2023



LICENSE EXPIRES:
2/6/2024

PRAIRIE SKY VENUE LLC

PRAIRIE SKY VENUE

RETAIL LIQUOR LICENSE

With this license, the COUNTY OF CAMPBELL hereby acknowledges the fee of \$ 750 .00 has been paid and authorizes PRAIRIE SKY VENUE LLC to sell alcoholic liquors and malt beverages in accordance with all laws prescribed under Title 12 within the licensed building described as follows:

1120 STATE HWY 50

GILLETTE, WY 82718

County Clerk of Campbell County,
Wyoming

Chairman of the Board of County
Commissioners of Campbell County,

NEW OR TRANSFER
LIQUOR LICENSE OR
PERMIT APPLICATION

FOR LIQUOR DIVISION USE ONLY		
Customer #:		
Trf from:		
Reviewer:	Initials	Date
Agent:		/ /
Mgr:		/ /

To be completed by City/County Clerk

License Fees

Annual Fee: \$ 750 .00

Prorated Fee: \$

Transfer Fee: \$

Publishing Fee: \$ 89 .00

Local License #:

Date filed with clerk: 01 / 13 / 2023

Advertising Dates: (2 Weeks)
January 21, 2023, January 28, 2023

Hearing Date: 02 / 07 / 2023

Publishing Fee Direct Billed to Applicant: ☒

License Term: 02 / 07 / 2023 Through 02 / 06 / 2024

Month Day Year Month Day Year

LICENSING AUTHORITY: Begin publishing promptly. As W.S. 12-4-104(d) specifies: NO LICENSING AUTHORITY SHALL APPROVE OR DENY THE APPLICATION UNTIL THE LIQUOR DIVISION HAS CERTIFIED THE APPLICATION IS COMPLETE.

Applicant: PRAIRIE SKY VENUE LLC

Trade/Business Name (dba):

Building to be licensed/Building Address: 1120 STATE HWY 50

GILLETTE WY 82718 CAMPBELL

City State Zip County

Local Mailing Address: 1275 STATE HWY 50

GILLETTE WY 82718

City State Zip

Local Business Telephone Number: (307) 622-9200 Fax Number: ()

Business E-Mail Address:

FILING FOR

- ☒ NEW LICENSE
- ☐ TRANSFER OF LOCATION

FILING IN (CHOOSE ONLY ONE)

- ☐ CITY OF:
- ☒ COUNTY OF: CAMPBELL

FILING AS (CHOOSE ONLY ONE)

- ☐ INDIVIDUAL
- ☐ PARTNERSHIP
- ☐ LP/LLP
- ☒ LLC
- ☐ CORPORATION
- ☐ LTD PARTNERSHIP
- ☐ ORGANIZATION
- ☐ OTHER

- ☐ TRANSFER OWNERSHIP
- ☐ ASSIGNMENT LETTER ATTACHED
- FORMERLY HELD BY:

TYPE OF LICENSE OR PERMIT (CHOOSE ONLY ONE)

RETAIL LIQUOR LICENSE

- ☒ ON-PREMISE ONLY (BAR)
- ☐ OFF-PREMISE ONLY (PACKAGE STORE)
- ☐ COMBINATION ON/OFF PREMISE (BOTH BAR & PACKAGE STORE)

- ☐ RESTAURANT LIQUOR LICENSE
- ☐ BAR AND GRILL LIQUOR LICENSE
- ☐ RESORT LIQUOR LICENSE

LIMITED RETAIL LIQUOR LICENSE (CLUB)

- ☐ VETERANS CLUB
- ☐ FRATERNAL CLUB
- ☐ GOLF CLUB
- ☐ SOCIAL CLUB

- ☐ MICROBREWERY PERMIT
- ☐ WINERY PERMIT
- ☐ DISTILLERY SATELLITE PERMIT
- ☐ WINERY SATELLITE PERMIT
- ☐ COUNTY MALT BEVERAGE PERMIT
- ☐ SPECIAL MALT BEVERAGE PERMIT

SPECIAL DESIGNATIONS (CHOOSE ONLY ONE)

- ☐ GOLF CLUB
- ☐ GUEST RANCH
- ☐ RESORT

To Assist the Liquor Division with scheduling inspections: OPERATIONAL STATUS

☐ FULL TIME (e.g. Jan through Dec) (specify months of operation) from to

☒ SEASONAL/PART-TIME DAYS OF WEEK (e.g. Mon through Sat) from Sunday to Saturday

☐ NON-OPERATIONAL/PARKED HOURS OF OPERATION (e.g. 10a - 2a) from to

ALL APPLICANTS MUST COMPLETE QUESTIONS 1- 4

1. BUILDING OWNERSHIP: Does the applicant? W.S. 12-4-103(a)(iii)

(a) OWN the licensed building?

☐ YES (own)

(b) LEASE the licensed building? (Lease must be through the term of the liquor license)

☒ YES (lease)

If Yes, please submit a copy of the lease and indicate:

(i) When the lease expires, located on page 1 paragraph 1 of lease.

(ii) Where the Sales provision for alcoholic or malt beverages is located, on page 2 paragraph 2 of lease.
(MUST contain a provision for SALE OF ALCOHOLIC or MALT BEVERAGES.)

2. To operate your liquor business, have you assigned, leased, transferred or contracted with any other person (entity) to operate and assert total or partial control of the license and the licensed building? W.S. 12-4-601(b)

☐ YES ☒ NO

3. Does any manufacturer, brewer, rectifier, wholesaler, or through a subsidiary affiliate, officer, director or member of any such firm: W.S. 12-5-401, 12-5-402, 12-5-403

(a) Hold any interest in the license applied for?

☐ YES ☒ NO

(b) Furnish by way of loan or any other money or financial assistance for purposes hereof in your business?

☐ YES ☒ NO

(c) Furnish, give, rent or loan any equipment, fixtures, interior decorations or signs other than standard brewery or manufacturer's signs?

☐ YES ☒ NO

(d) If you answered YES to any of the above, explain fully and submit any documents in connection there within:

4. Does the applicant have any interest or intent to acquire an interest in any other liquor license issued by this licensing authority? W.S. 12-4-103(b)

☐ YES ☒ NO

If "YES", explain:

5. BAR AND GRILL LICENSE OR RESTAURANT LICENSE:

Have you submitted a valid food service permit or application? W.S. 12-4-413(a)

☐ YES ☐ NO

6. RESORT LICENSE:

Does the resort complex:

(a) Have an actual valuation of at least one million dollars, or have you committed or expended at least one million dollars (\$1,000,000.00) on the complex, excluding the value of the land? W.S. 12-4-401(b)(i)

☐ YES ☐ NO

(b) Include a restaurant and a convention facility which will seat at least one hundred (100) persons? W.S. 12-4-401(b)(ii)

☐ YES ☐ NO

(c) Include motel, hotel or privately owned condominium, town house or home accommodations approved for short term occupancy with at least one hundred (100) sleeping rooms? W.S. 12-4-401(b)(iii)

☐ YES ☐ NO

(d) If no on question (c), have a ski resort facility open to the general public in which you have committed or expended not less than 10 million dollars (\$10,000,000.00)? W.S. 12-4-401(b)(iv)

☐ YES ☐ NO

(e) Are you contracting/leasing the food and beverage services? W.S. 12-4-403(b)

1. If Yes, have you submitted a copy of the food and beverage contract/lease?

☐ YES ☐ NO

7. MICROBREWERY LICENSE:

(a) Do you self distribute your products? W.S. 12-2-201(a)
(Requires wholesale malt beverage license with the Liquor Division)

☐ YES ☐ NO

8. LIMITED RETAIL (CLUB) LICENSE:

FRATERNAL CLUBS W.S. 12-1-101(a)(iii)(B)

(a) Has the fraternal organization been actively operating in at least thirty-six (36) states?

☐ YES ☐ NO

(b) Has the fraternal organization been actively in existence for at least twenty (20) years?

☐ YES ☐ NO

9. LIMITED RETAIL (CLUB) LICENSE:

VETERANS CLUBS W.S. 12-1-101(a)(iii)(A):

- (a) Does the Veteran’s organization hold a charter by the Congress of the United States?

☐ YES ☐ NO
- (b) Is the membership of the Veteran's organization comprised only of Veterans and its
duly organized auxiliary?

☐ YES ☐ NO

10. LIMITED RETAIL (CLUB) LICENSE:

GOLF CLUBS W.S. 12-1-101(a)(iii)(D)/W.S. 12-4-301(e):

- (a) Do you have more than fifty (50) bona fide members?

☐ YES ☐ NO
- (b) Do you own, maintain, or operate a bona fide golf course together with clubhouse?

☐ YES ☐ NO
- (c) Are you a political subdivision of the state that owns, maintains, or operates a golf
course?

☐ YES ☐ NO

1. Are you contracting/leasing the food and beverage services? W.S. 12-5-201(g)

☐ YES ☐ NO

2. If Yes, have you submitted a copy of the food and beverage contract/lease?

☐ YES ☐ NO

11. LIMITED RETAIL (CLUB) LICENSE:

SOCIAL CLUBS W.S. 12-1-101(a)(iii)(E)/W.S. 12-4-301(b):

- (a) Do you have more than one hundred (100) bona fide members who are residents
of the county in which the club is located?

☐ YES ☐ NO
- (b) Is the club incorporated and operating solely as a nonprofit organization under the
laws of this state?

☐ YES ☐ NO
- (c) Is the club qualified as a tax exempt organization under the Internal Revenue Service?

☐ YES ☐ NO
- (d) Has the club been in continuous operation for a period of not less than one (1) year?

☐ YES ☐ NO
- (e) Has the club received twenty-five dollars (\$25.00) from each bona fide member as
Recorded by the secretary of the club and are club members at the time of this
application in good standing by having paid at least one (1) full year in dues?

☐ YES ☐ NO
- (f) Does the club hold quarterly meetings and have an actively engaged membership
carrying out the objectives of the club?

☐ YES ☐ NO
- (g) Have you filed a true copy of your bylaws with this application?

☐ YES ☐ NO
- (h) Has at least fifty one percent (51%) of the membership signed a petition indicating
a desire to secure a Limited Retail Liquor License? (Petition Attached)

☐ YES ☐ NO

12. If applicant is filing as an Individual, Partnership or Club: W.S. 12-4-102(a)(ii) & (iii)

Each individual, partner or club officer must complete the box below.

True and Correct Name	Date of Birth	Residence Address No. & Street City, State & Zip <i>DO NOT LIST PO BOXES</i>	Residence Phone Number	Have you been a DOMICILED resident for at least 1 year and not claimed residence in any other state in the last year?	Have you been Convicted of a Felony Violation?	Have you been Convicted of a Violation Relating to Alcoholic Liquor or Malt Beverages?
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐

(If more information is required, list on a separate piece of paper and attach to this application.)

(2/22)
13. If the applicant is a Corporation, Limited Liability Company, Limited Liability Partnership or Limited Partnership: W.S. 12-4-102(a)(iv) & (v)

Each stockholder holding, either jointly or severally, ten percent (10%) or more of the outstanding and issued capital stock of the corporation, limited liability company, limited liability partnership, or limited partnership, **and every officer, and every director** must complete the box below.

True and Correct Name	Date of Birth	Residence Address No. & Street City, State & Zip <i>DO NOT LIST PO BOXES</i>	Residence Phone Number	No. of Years in Corp or LLC	% of Corpora te Stock Held	Have you been Convicted of a Felony Violation?	Have you been Convicted of a Violation Relating to Alcoholic Liquor or Malt Beverages?
ANGELA RABER	1/19/81	1275 STATE HWY 50 GILLETTE, WY 82718	605 645-1132	3	100	YES ☐ NO ☒	YES ☐ NO ☒
						YES ☐ NO ☐	YES ☐ NO ☐
						YES ☐ NO ☐	YES ☐ NO ☐
						YES ☐ NO ☐	YES ☐ NO ☐
						YES ☐ NO ☐	YES ☐ NO ☐
						YES ☐ NO ☐	YES ☐ NO ☐

(If more information is required, list on a separate piece of paper and attach to this application)

REQUIRED ATTACHMENTS:

- ☒ A statement indicating the financial condition and financial stability of the applicant. W.S. 12-4-102(a)(vi).
- ☒ Attach any lease agreements (especially for resort/political subdivisions leasing out food & beverage services) W.S. 12-4-103 (a)(iii)/W.S. 12-4-403(b) / W.S. 12-4-301(e).
- ☐ If transferring a license from one ownership to another, a form of assignment from the current licensee to the new applicant authorizing the transfer. W.S. 12-4-601(b).

OATH OR VERIFICATION

(Requires signatures by **ALL** Individuals, **ALL** Partners, **ONE (1)** LLC Member, or **TWO (2)** Corporate Officers or Directors except that if all the stock of the corporation is owned by **ONE (1)** individual then that individual may sign and verify the application upon his oath, or **TWO (2)** Club Officers.) W.S. 12-4-102(b)

Under penalty of perjury, and the possible revocation or cancellation of the license, I swear the above stated facts, are true and accurate.

STATE OF WYOMING)
COUNTY OF Campbell) SS.

Signed and sworn to before me on this 13 day of January, 2023 that the facts alleged in the foregoing instrument are true by the following:

- | | | | |
|----|------------------------------------|---------------------------------------|-----------------------|
| 1) | <u>Angela Raber</u>
(Signature) | <u>Angela Raber</u>
(Printed Name) | <u>owner</u>
Title |
| 2) |
(Signature) |
(Printed Name) |
Title |
| 3) |
(Signature) |
(Printed Name) |
Title |
| 4) |
(Signature) |
(Printed Name) |
Title |
| 5) |
(Signature) |
(Printed Name) |
Title |
| 6) |
(Signature) |
(Printed Name) |
Title |

Witness my hand and official seal:

(SEAL) JESS CATES
NOTARY PUBLIC
STATE OF WYOMING
COMMISSION ID: 165676
MY COMMISSION EXPIRES: 07/01/2027

Jan Carter
Signature of Notary Public
My commission expires: July 1, 2027