

AMENDED AGENDA

CAMPBELL COUNTY BOARD OF COMMISSIONERS

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

MARCH 21, 2023

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

CONSENT AGENDA

- A. [Consent Agenda](#)

COMMISSION CALENDAR/VETERANS UPDATE

- B. Commission Calendar
C. Veterans Update

REGULAR BUSINESS

- | | |
|---|--------------------------|
| D. 9:10 District Support Grant, Central Campbell County ISD | Clark Melinkovich |
| E. 9:15 District Support Grant, Overbrook ISD | Clark Melinkovich |
| F. 9:20 District Support Grant, Prairieview Champion Ventures ISD | Clark Melinkovich |
| G. 9:25 Inclement Weather Policy Revision – Personnel Guideline | Brandy Elder |
| H. 9:30 Social Media Use Policy Revision – Personnel Guideline | Brandy Elder |
| I. 9:35 Board Appointment, Children’s Developmental Services | Chairman Faber |
| J. 9:38 Board Appointment, Senior Center | Chairman Faber |
| K. 9:40 Man Therapy Campaign License Agreement | Jane Glaser/Ashley McRae |
| L. 9:45 VFW Lease Agreement, Old Road & Bridge Building | Denton Knapp |
| M. 9:50 High Intensity Drug Trafficking Area (HIDTA) Funding Contract | Eric Seeman |
| N. 9:55 CAM-PLEX Jockey House Trailer | Aaron Lyles |

PUBLIC COMMENT

- O. 10:15 For the Good of the County*

EXECUTIVE SESSION

- P. 10:45 Wyoming Statute 16-4-405 Statutory Reasons for Executive Sessions
Matters Posing Threat to Security of Public or Private Property or Threat to Public Access
Personnel Matters | Pending or Potential Litigation | National Security Matters
Real Estate-Site Selection or Purchases | Attorney Client Privileged Information

*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.

BREAK

WORKSHOP

Q. 2:00 Fire Master Plan - Emergency Services Consulting International Chief Jeff Bender

ADJOURN

Consent Agenda

MINUTES

Board of Commissioners Directors Workshop, March 6, 2023

Board of Commissioners Executive Session, March 6, 2023

Board of Commissioners Regular Meeting, March 7, 2023

MONTHLY REPORTS

Clerk of District Court – February 2023

Clerk's Office – Corrected February 2023

Sheriff's Office – February 2023

AGREEMENTS

Memorandum of Understanding between Bureau of Land Management (BLM) and Campbell County regarding the plan amendments for the management of Greater Sage-Grouse (GRSG); update agency representatives.

CHANGE IN POSITION ALLOCATION

Sheriff's Office – Change two (2) Administrative Assistant Part-Time (32 hours/week)

Positions to Full-Time (40 hours/week)

DONATION

Rockpile Museum – Approval to acquire a custom built 2023 Ironman – Kaab Manufacturing 18' low deck trailer donated by the Rockpile Museum Association (RMA), with a donation value of \$8,000 (MSRP \$10,500)

LINE ITEM TRANSFERS

Commissioner's Office

Transfer \$1,911.07 from 100013-62450 EE Dev Meet Trav Meal Lodge to 100013-63060

Board and Committee Expenses

Parks & Recreation

Transfer \$1,850.00 from 100776-60005 Full-Time Regular to 100771-60100 Full-Time OT

Public Works

Transfer \$3,150.00 from 100082-62260 Professional Services to 100082-62720 Software Cost

MOBILE COMPUTING DEVICE REQUESTS

Parks & Recreation: Michaela Cina, Aquatics Manager – Email on personal phone

POSITION VACANCY JUSTIFICATIONS

Assessor's Office – Appraiser (2 Positions)

Children's Developmental Services – Early Childhood Special Education Manager

District Court – Deputy Clerk I (Part-time less than 20 hours)

Sheriff's Office – Detention Officer/Deputy Sheriff (3 Positions)

Sheriff's Office – Legal Advisor

Library – Branch Services Specialist

Public Works/Custodial – Custodian I

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SPECIAL EVENTS FUND REQUEST

Campbell County Public Land Board requests approval for the use of its special events account funds for the purchase of livestock panels for the National High School Finals Rodeo (NHSFR), in the amount of \$36,500

HAND WARRANTS

WAG – Division of Criminal Investigation	\$15.00
Campco Federal Credit Union	\$150.00
Circuit Court of Campbell County	\$16.97
Campbell County Clerk Tax Account	\$295,063.77
Campbell County Treasurer – FLX/HSA	\$43,108.05
Great West Trust Company	\$28,275.00
Sheridan County Circuit Court	\$316.10
Wyoming Child Support	\$1,320.13
Wyoming Department of Revenue & Taxation	\$49.27
Denver Cutlery, Inc.	\$2,500.00
Greggs Welding	\$42,860.00
InterQuip	\$11,276.40
ProElectric, Inc.	\$1,092.66
Rain Locker Car Wash	\$15.00
Violet Communication	\$14,482.40

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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
March 6, 2023
Gillette, Wyoming

Directors Workshop

The Campbell County Board of Commissioners met for a Directors Workshop, Monday, March 6, 2023 at 1:30 PM.

Present were Colleen Faber, Kelley McCreery, Del Shelstad, Jim Ford, Commissioners; Denton Knapp, Commissioners Executive Director; Cindy Lovelace, County Clerk; Grace Davis, Chief Deputy County Clerk; Brandy Elder, HR Director; Leslie Perkins, Public Relations Coordinator; Matt Olsen, Public Works Director; Kevin Geis, Road & Bridge Director; Paul Wallem, Coroner; Kelly Wallem, County Attorney's Office; Jonathan Gallardo, Gillette News Record. Commissioner Butch Knutson was absent.

Board of Commissioners Liaison Reports –

Commissioner McCreery reported on the Campbell County Land Board.

Commissioner Faber reported on Child Support Authority and Thunder Basin Natural Grasslands.

Commissioner Shelstad reported on the Public Health Board and Fire Department Joint Powers Board

Commissioner Ford reported on the CARE Board.

Brandy Elder gave a staffing report for the Human Resources Department.

Kevin Geis gave report for the Road and Bridge Department.

Matt Olsen reported on the capital constructions projects and budget for the Department of Public Works.

Denton Knapp presented the upcoming Commissioners Calendar of Events

- March 7th – 8:00 AM Board Briefing | 9:00 AM Regular Meeting | Chambers
- March 9th – Public Land Board Meeting | 6:00 PM | CAM-PLEX Energy Hall Conference Room
- March 14th – Chamber Lunch Series | 11:30 AM | CAM-PLEX Energy Hall | Ron Whitehead – Camporee
- March 16th – Grants Budget Workshop | 1:00 PM | Chambers
- March 16th – Lodging Tax Board Meeting | 3:00 PM | CAM-PLEX Energy Hall Conference Room
- March 16th – Public Health Board Meeting | 7:00 PM | Public Health Board Room
- March 20th – Directors Meeting | 1:30 PM | Chambers
- March 21st – 8:00 AM Board Briefing | 9:00 AM Regular Meeting | Chambers

Energy Capital Economic Development provided an update on current projects and events.

Commissioner Shelstad moved to convene into an Executive Session for the purpose of discussing pending litigation and personnel. Commissioner Ford seconded the motion. All voted Aye. Motion carried.

The Board of Commissions entered into Executive Session at 4:00 PM.

There being no further business to come before the Commissioners, the meeting was adjourned at 5:30 PM.

Next Directors Workshop to be held April 3, 2023, at 1:30 PM.

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.campbellcountyny.gov

Office of County Commissioners
March 7, 2023
Gillette, Wyoming

The Campbell County Board of Commissioners met in regular session, Tuesday, March 6, 2023. Chairman Faber called the meeting to order at 9:00 AM. Reverend Lin Davenport led the Invocation. Commissioner Faber led the Pledge of Allegiance.

Present were Kelley McCreery, Del Shelstad, Colleen Faber, Jim Ford, Commissioners; Cindy Lovelace, County Clerk; Denton Knapp, Commissioners Executive Director; Nathan Henkes, County Attorney. Commissioner Butch Knutson was absent.

The following consent agenda was presented:

MINUTES

Board of Commissioners Regular Meeting, February 21, 2023

Board of Commissioners Parks and Recreation Board Meeting, February 27, 2023

Board of Commissioners Workshop, March 2, 2023

Board of Commissioners Executive Session, March 2, 2023

MONTHLY REPORTS

County Clerk – February 2023

CANCELLATION/REBATE OF TAXES

2021-190, 2021-191, 2021-192, 2021-193, 2021-194, 2021-195

CAPITAL REQUESTS

ITS – Requesting to reallocate Microsoft Teams Unit & Computer Purchase funds to purchase Mitel Telephones, in the amount not to exceed \$10,000 from account 100231-68220.

LINE ITEM TRANSFERS

Clerk

Transfer \$5,300.00 from 100021-62720 Software Cost to 100021-62450 EE Development/Travel/Lodging

Parks & Recreation

Transfer \$1,100.00 from 100772-65080 Building Maintenance to 100772-65000 Vehicle/Equip/Repair/Maint

Transfer \$2,000.00 from 100774-64000 Supplies to 100774-64200 Diesel Fuel

Sheriff

Transfer \$6,250.00 from 100051-68200 Capital Outlay – Equipment to 100051-64750 Misc

OFFICIAL BOND AND OATH

Sundog Improvement & Service District – Rebecca Vondrak

POSITION VACANCY JUSTIFICATIONS

Public Works/Custodial – Custodian I

RESOLUTIONS

Correct numbering for the following resolutions:

Change 2033 to 3033 Wreaths Across America

Change 2034 to 3034 National Nurse Practitioner Week
Change 2035 to 3035 A Resolution Approving the Official Holidays for County Employees for the Year 2023
Change 2035.1 to 3035.1 Amended Resolution Approving the Official Holidays for County Employees for the Year 2023
Change 2036 to 3036 A Resolution Authorizing the Submission of Application to Wyoming Business Council
Change 2037 to 3037 County Commissioners Regular Meeting Schedule
Change 2037.1 to 3037.1 Amended County Commissioners Regular Meeting Schedule
Change 2038 to 3038 Acting Chairman of the Board
Change 2039 to 3039 Resolution on Intended Use of Revenues from Optional One Percent Sales Tax

HAND WARRANTS

Campco Federal Credit Union	\$150.00
Circuit Court of Campbell County	16.98
Campbell County Clerk Tax Account	289,860.03
Campbell County Treasurer – FLX/HSA	42,058.05
Great Trust Company	28,235.00
Sheridan County Circuit Court	316.10
Wyoming Child Support	1,320.13
State of Wyoming – Department of Revenue & Taxation	709.97
HM Life Insurance	173,894.09
Campbell County Clerk Tax Account	25,970.09
Campbell County Treasurer – FLX/HSA	2,152.49
Great West Trust Company	2,425.00
CCEHBTA – Health, Dental, AFLAC	755,101.03
Delta Dental Plan of Wyoming	1,725.20
Gallagher Benefits Services – Reliance	13,966.09
VSP of Wyoming	7,935.58

Commissioner Shelstad moved the Board approve all items of the Consent Agenda as presented.
Commissioner Ford seconded the motion. All voted Aye. Motion carried.

Commissioner Ford moved the Board approve the vouchers as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion carried.

Abdo	Books & Printed Material	\$2,810.00
Absolute Auto	Tools/Vehicle Maint.	\$266.25
Action Lock Key	Supplies/Bldg Maint	\$113.32
AdBay Com	County Matching Market Grant	\$1,850.00
Advanced Exercise Eq	Cap Outlay/Equipment	\$22,920.00
Advanced Wear Coat	Supplies	\$58.87
Air Solutions	Bldg Maint	\$550.00
Air Tech Heating	Bldg Maint	\$947.00
Albertsons Emer Mgmt	EE Dev Meals/Travel	\$97.59
Alignment Pros	Vehicle Maint.	\$174.68
Allguer, Kayla A.	EE Dev Meals/Travel	\$53.06
Alsco	Janitorial Services	\$166.29
Alternative Propane	Vehicle Maint./Utilities	\$2,708.80
Amazon Capital Svc	Vehicle Maint/PC/Office Supplies/Equip Maint/Books	\$3,077.64

Amazon Library	Non-Print Materials	\$179.75
Ameri Tech Equipment	Postage & Freight	\$1,759.73
American Family Life Assurance	Payroll Deductions	\$32.38
American Heart Assn	Fed Op Grant HlthWelCult Rec	\$137.74
American Millennium	Comm/Network Exp	\$113.10
American Welding	Supplies	\$247.01
Animal Medical Cntr	Law Enf. Supplies	\$120.00
Api Systems Integrat	Bldg Maint	\$15,380.00
Applied Concepts	Cap Outlay - Vehicles	\$1,912.00
Architectural Spec	Bldg Maint	\$239.95
Archivesocial	Prof. Services	\$1,169.35
Arrow Printing Grap	Public Relations/Promotions	\$1,190.00
ATT Airport	Comm/Network Exp	\$175.20
ATT Childrens Devel	Fed Op Grant HlthWelCult Rec	\$135.84
ATT Emergency Mgmt	Comm/Network Exp	\$330.36
ATT Park Recreation	Comm/Network Exp	\$232.80
Autozone	Vehicle Maint.	\$63.99
Axon Enterprise	Software Cost	\$80,496.00
Background Invest	Spec Event/Programs	\$303.60
Bailey Jr., Ernest G	State Op Grant Pub Safety	\$43.23
Baker, Lacey G.	Reimbursed Expense	\$65.00
Barcodes	Postage & Freight	\$1,132.66
Basin Radio Network	County Matching Market Grant/Public Relations/Promo	\$920.02
Bear Hollow Wood	Spec Event/Programs	\$2,000.00
Bear Lodge Electric	Exhibits	\$551.56
Bennett Weber Hermst	Prof. Services	\$15,425.00
Bennett, Rudolph T	Other Insurance	\$100.00
Big Horn Tire	Vehicle Maint./Tires	\$3,437.41
Bighorn Hydraulics	Vehicle Maint.	\$232.66
Black Hills Chemical	Postage & Freight	\$722.86
Black Hills Enrg Gas	Utilities	\$127,944.64
Black Hills Pioneer	County Matching Market Grant	\$724.00
Black Stone Sports	Supplies	\$365.59
Blackstone Audio	Non-Print Materials	\$1,410.79
Bobcat Of Gillette	Vehicle Maint.	\$1,799.99
Bomgaars	Bldg Maint	\$801.25
Border States Elec	Bldg Maint	\$2,190.09
Boyles, Samuel D	Employment Testing/Background	\$200.00
Boys Girls Club Cc	1% Hum Serv & Extern Sub Ab	\$2,707.00
Brodart Company	Postage & Freight	\$537.95
Brown Kennedy Ranch	Royalty Payments/Easements	\$936.96
Buffalo Porta Potty	Vehicle Maint.	\$125.00
Buggy Bath Car Wash	Vehicle Maint.	\$224.00
Burns McDonnell Eng	Reclamation/Remediation/Cmp	\$30,748.15
Carr, Joli A.	Fed Op Grant HlthWelCult Rec	\$88.43
Carrot Top Industries	Supplies	\$2,810.24

Cash Wa Distributing	Food Service/Supplies	\$8,892.22
Caveman Sports	Spec Event/Programs	\$120.00
CBH Co Op	Janitorial Services	\$587.86
CC Chamber Of Commer	EE Dev Meals/Travel	\$90.00
CC Conservation Dist	1% Hum Serv & Extern Sub Ab	\$68,750.00
CC Dist Crt Rev Wit	Jurors & Witness Fees	\$225.00
CC Health Misc	EE Dev Meals/Travel	\$375.00
CC Health Patient	Med Services/Claims	\$23,200.00
CC Predatory Animal	1% Hum Serv & Extern Sub Ab	\$13,636.50
CC Public Land Brd	CAM-PLEX Ops	\$268,228.25
CC School Dist Coop	Office/PC Supplies	\$2,611.18
CC Senior Center	1% Senior Citizen Prog.	\$90,343.00
CDW Government	Cap Outlay-PC/Tech Equip	\$2,308.46
Centurylink Long Dis	Comm/Network Exp	\$655.09
Centurylink Phone	Comm/Network Exp	\$17,372.41
Certified Lab	Postage & Freight	\$236.44
Charm Tex	Inmate Supplies	\$772.70
Charter Comm Cable	Comm/Network Exp	\$1,641.07
Childrens Home Soc	Investigation/Trial	\$238.27
City Gillette Bldng	EE Dev Meals/Travel	\$100.00
City Gillette Misc	Planning Commission-Misc	\$735.00
City Gillette Util	Utilities	\$77,630.46
Clear Creek Counsel	Med Services/Claims	\$545.00
Climb Wyoming	1% Hum Serv & Extern Sub Ab	\$7,671.00
Clinic Lab Blck Hill	Med Services/Claims	\$3,947.00
Cloud, Ruth S.	Prof. Services	\$180.00
Coca Cola Bottling	Supplies	\$442.00
Cole Sports	Spec Event/Programs	\$700.00
Collection Prof	Prof. Services	\$67.05
Collins Commun	Prof. Services	\$154.50
Compression Leasing	Postage & Freight	\$2,182.71
Contractors Supply	Bldg Maint	\$4,414.53
Cordant Health Solut	Med Services/Claims	\$3,069.21
Coremr	Software Cost	\$1,500.00
Corrisoft	Electronic Monitoring	\$192.44
Council Commnity Svc	Fed Op Grant HlthWelCult Rec	\$21,864.27
Counseling Connect	Local Op Grant Pub Safety	\$3,275.00
Cowboy Supply House	Janitorial Services	\$3,992.00
CPS Distributors	Landscaping Supplies	\$2,614.42
Craig Distributing	Office/PC Supplies	\$173.16
Creativebug	Electronic Materials	\$1,225.00
Crescent Electric	Bldg Maint	\$215.30
Crum Electric Supply	Supplies	\$2,117.61
CT Accessories	Cap Outlay - Vehicles	\$120.00
Cue Health	Fed Op Grant HlthWelCult Rec	\$1,977.40
Cummins Sales Svc	Vehicle Maint.	\$769.26
Custom Graphix Signs	Spec Event/Programs	\$329.21

Dads Truck And Auto	Vehicle Maint.	\$1,260.08
Day Law	Legal/Court Costs	\$75.00
Demco	Supplies	\$2,186.77
Diaz, Jessica B	Fed Op Grant HlthWelCult Rec	\$581.20
DMC Wear Parts	Postage & Freight	\$1,945.00
Douglas Budget	County Matching Market Grant	\$600.00
Draggin Towing	Prof. Services	\$545.00
Drivers License Gui	Postage & Freight	\$78.95
DRU Consulting	Prof. Services	\$5,021.93
EBSCO Publishing	Books & Printed Material	\$7,517.00
Ecolab Pest Elimin	Prof. Services	\$137.30
Edwards, Sue	Prof. Services	\$277.50
Elm Usa	Postage & Freight	\$716.99
Employers Council	Assn Dues/Fees/Licensure	\$3,233.34
Employment Testing	Employment Testing/Background	\$268.00
Energy Cap Econ Dev	EE Dev Meals/Travel/1% Hum Serv & Extern Sub Ab	\$25,075.00
Energy Chain Sling	Vehicle Maint.	\$1,511.04
EX Thirty Five Creat	Fed Op Grant HlthWelCult Rec	\$1,500.00
Espresso Lube	Vehicle Maint.	\$860.81
Extractor	Bldg Maint	\$181.65
Faber, Colleen	EE Dev Meals/Travel	\$67.43
Falcon Environmental	Bldg Maint	\$479.90
Farmer Brothers Co	Spec Event/Programs	\$967.20
Faronics Technolog	Software Cost	\$1,771.50
Fastcase	Law Library	\$250.00
Fastenal Company	Supplies	\$666.78
Federal Express	State Op Grant HlthWelCultRec	\$6.10
FIB Mstrcrd Airport	EE Dev Meals/Travel	\$1,248.15
FIB Mstrcrd Library	EE Dev Meals/Travel/Ins. Claims Expense	\$917.68
FIB Mstrcrd Park Rec	EE Dev Meals/Travel	\$7,144.76
Firemaster	Supplie/Bldg Maint	\$1,917.50
First Natl Bnk Visa	EE Dev Meals/Travel/Prof Serv/Postage/Supplies	\$37,896.74
Floyds Truck Center	Postage & Freight	\$2,376.83
Ford, James P.	EE Dev Meals/Travel	\$531.60
Forensic Medicine	Med Services/Claims	\$825.00
Fry, Kimberly D.	Postage & Freight	\$41.07
Furman, Craig M.	Investigation/Trial	\$100.00
Gale Cengage Learn	Electronic Materials	\$749.70
Galls	Postage & Freight	\$20.94
Gilkerson, Daniel M	Postage & Freight	\$130.20
Gillette Abuse Refug	1% Hum Serv & Extern Sub Ab	\$6,541.61
Gillette Comm Colleg	EE Dev Meals/Travel/1% Veteran's Services	\$3,555.00
Gillette Girls Fast	1% Youth Programs/Equip	\$1,500.00
Gillette News Record	Publication/LegalNotice/Fed Op Grant HlthWelCult Rec	\$3,889.42

Gillette Printing	Office/PC Supplies	\$652.11
Gillette Reprod Hlth	Fed Op Grant HlthWelCult Rec	\$4,325.00
Gillette Steel	Bldg Maint	\$200.50
Gillette Transport	Prof. Services	\$180.00
Gillette Winsupply	Supplies	\$1,138.77
Git R Done Site Svc	Supplies	\$910.00
Glaxosmithkline Phar	Med Supplies	\$9,161.15
Global Heat Transfr	Vehicle Maint.	\$324.45
Global HR Research	Postage & Freight	\$4,889.97
Golf Course Super Am	Assn Dues, Fees and Licensure	\$220.00
Grey House Publish	Electronic Materials	\$1,995.00
Grubb, Amber L.	State Op Grant HlthWelCultRec	\$79.26
Handran, Tracey	Reimbursed Expense	\$125.00
Hartford The	Other Insurance	\$3,894.00
Hawkins	Supplies	\$7,768.68
Herrmann Global	Public Relations/Promotions	\$3,200.00
High Glass Window	Janitorial Services	\$1,811.00
Higher Ground	Cap Outlay/Equipment	\$5,144.53
Homax Oil Sales	Lubricants	\$174,549.06
Home Depot Landfill	Supplies	\$145.96
Home Depot Maint	Bldg Maint	\$62.17
Home Depot Parks Rec	Tools	\$590.78
Home Depot Sheriff	Tools	\$184.23
Home Fire Foods	EE Dev Meals/Travel	\$3,274.50
Honnen Equipment	Vehicle Maint.	\$775.27
Horning Horning McG	Legal/Court Costs	\$2,927.00
Hudson, Katherine	Spec Event/Programs	\$9.34
Humphrey Law	Legal/Court Costs	\$6,359.12
Humphreys Bar Grill	Jurors & Witness Fees	\$249.26
IBM Corp	OfficeEquip/Computer/TechLease	\$17,800.45
Idler, Haley R.	EE Dev Meals/Travel	\$41.92
Incite Consulting	Prof. Services	\$5,825.27
Inland Truck Parts	Postage & Freight	\$1,829.82
Interstate Batt BH	Vehicle Maint	\$404.85
Intoximeters	Postage & Freight	\$1,800.00
Janitors Closet	Janitorial Services	\$9,474.00
Jims Heating Ac Ref	Prof. Services	\$2,790.00
JLC Sign Graphic	Spec Event/Programs	\$328.00
Kaplan Early Learn	Supplies	\$470.62
Kasseburg Canine	Cap Outlay/Equip	\$13,000.00
Keyhole Broadcasting	County Matching Market Grant	\$252.00
Kimball Midwest	Vehicle Maint	\$254.64
Knecht Home Center	Bldg Maint	\$3.83
Knopp, Charity R.	EE Dev Meals/Travel	\$234.71
KSLT KLMP KTPT	County Matching Market Grant	\$330.00
L N Curtis & Sons	Supplies	\$430.36
Language Line Sol	Prof. Services	\$21.60

Law Office Curt Todd	Legal/Court Costs	\$210.00
Lesley, Douglas	Legal/Court Costs	\$50.00
Liberty Law Offices	Legal/Court Costs	\$7,075.45
Library Foundation	Postage & Freight	\$100.50
Little Sprouts	Prof. Services	\$680.00
Lynns Auto Repair	Vehicle Maint.	\$1,379.02
Mainline Inform Sys	Postage & Freight	\$525.00
Martinez, Mayra	Prof. Services	\$67.50
Mckesson Med Surgic	Postage & Freight	\$1,559.12
McMahon, Pamela K.	Legal/Court Costs	\$1,524.25
McRae, Ashley D.	Fed Op Grant HlthWelCult Rec	\$141.12
Means First Ext Ws	Utilities	\$260.00
Menards Landfill	Prof. Services	\$212.11
Menards Library	Supplies	\$36.37
Menards Maintenance	Supplies	\$2,027.01
Menards Museum	Supplies	\$794.84
Menards Park Rec	Supplies	\$516.56
Menards Road Bridge	Supplies	\$348.16
MFAC	Supplies	\$470.00
Midamerica Books	Books	\$200.55
Midland Implement Co	Vehicle Maint.	\$895.73
Midwest Connect	Postage & Freight	\$223.00
Midwest Tapes	Non-Print Materials	\$667.97
Miller Welding	Road Materials	\$83,550.00
Mitchell McCormick	Software Cost	\$325.00
MJG Technologies	1% Youth Program/Equip Capital	\$742.76
Montana Premiere Ent	Spec Event/Programs	\$3,080.00
Monument Health	Med Services/Claims	\$922.00
Morrison Maierle	Cap Outlay - Bldg Improv	\$7,153.60
Mortuary Lift	Vehicle Maint.	\$682.26
Motorola Solut	Maint	\$16,080.25
Mount, Steven R.	1% Youth Programs/Equip	\$325.00
Mythics	Software Cost	\$253.85
Naramore, James J Md	Med Services/Claims	\$1,000.00
National Entert Tec	Spec Event/Programs	\$540.00
Nelson Auto Glass	Insurance Claims Expense	\$337.48
Ninja Nation	Spec Event/Programs	\$2,000.00
NMS Labs	Postage & Freight	\$57.00
Norco	Janitorial Services	\$9,247.28
North Star Leasing	Vehicle Maint.	\$471.00
Novus Auto Glass	Vehicle Maint.	\$76.00
OAG Flightview	County Matching Market Grant	\$577.25
Octane Garage	Vehicle Maint.	\$1,897.71
ODP Business Solutio	Office/PC Supplies/Ins Claims Exp	\$4,882.60
Office Shop	Supplies	\$549.26
Oilfield Machine	Supplies	\$120.00
One Call Wyoming	Prof. Services	\$50.00

Optum Flex	Prof. Services	\$168.75
Optum HSA	Prof. Services	\$1,140.75
Oreilly Auto Parts	Vehicle Maint.	\$161.61
Osborn, Trevor B.	Law Enf. Supplies	\$65.99
Overdrive	Electronic Materials	\$3,636.48
Overhead Door Co	Bldg Maint	\$573.14
Paintbrush Services	Vehicle Maint.	\$899.00
Peaks Prairies Golf	Assn Dues, Fees and Licensure	\$420.00
Personal Frontiers	Med Services/Claims	\$5,535.86
Pete Lien Sons	Postage & Freight	\$666.50
PFM Asset Management	Prof. Services	\$9,350.76
Pharmchem	Med Supplies	\$734.85
Phillips Curling	Vehicle Maint.	\$55.73
Piekkola, Sena M	EE Dev Meals/Travel	\$22.93
Pizza Hut	Food Service/Supplies	\$80.34
Playaway Library	Supplies	\$39.98
Poole, Amy J.	Fed Op Grant HlthWelCult Rec	\$95.63
Postge Phone Airprt	Postage & Freight	\$300.00
Powder River Const	Cap Outlay-Rd Bridge Runwy	\$22,467.92
Powder River En Utl	Utilities	\$23,810.77
Powder River Exam	County Matching Market Grant	\$120.00
Powder River Heating	Bldg Maint	\$1,132.86
Powder River Worksaf	Spec Event/Programs	\$654.00
Power Equipment Co	Postage & Freight	\$8,684.29
Priority Dispatch	Cap Outlay/Equip	\$365.00
ProMaac Systems	Bldg Maint	\$258.12
Purvis Industries	Vehicle Maint/Bldg Maint	\$3,252.37
Quadient Leasing	Office Equip Maint Contracts	\$234.39
Quill Corporation	Supplies	\$540.94
Rain Locker Car Wash	Vehicle Maint.	\$223.42
Ram Computer Supply	Fed Op Grant HlthWelCult Rec	\$157.69
Rapid Fire Protect	Bldg Maint	\$645.00
Razor City Locksmith	Supplies	\$5.50
Razor City Rental	Bldg Maint	\$140.33
Really Good Stuff	Supplies	\$181.96
Record Supply	Vehicle Maint.	\$4,372.79
Redwood Tox Product	Postage & Freight	\$70.16
Reynolds, Mandy M.	EE Dev Meals/Travel	\$136.64
Rhoades, Kyle M	Law Enf. Supplies	\$131.98
Ricardos Cleaning	Janitorial Services	\$1,800.00
Ritz Hospitality	Public Relations/Promotions	\$629.00
Rocky Mtn Business	OfficeEquip/PC/TechLease	\$15,713.41
Sams Land	Royalty Payments/Easements	\$2,724.00
Sanofi Pasteur	Med Supplies	\$878.74
Saracione, Rebecca R	EE Dev Meals/Travel	\$13.76
Schaeffer Manuf	Vehicle Maint.	\$774.22
Schutz Foss Archit	Cap Outlay - Bldg Improv	\$152,542.64

Second Chance Minist	1% Hum Serv & Extern Sub Ab	\$1,147.30
Sentinel Offender	State Op Grant Pub Safety	\$234.00
Servall Uniform	Clothing/Uniforms	\$890.08
Servpro Gillette	Janitorial Services	\$1,599.21
Sherwin Williams	Bldg Maint	\$223.61
SHI International	Software Cost	\$7,168.00
Simpsons Printing	Printing/Spec Forms/Archiving	\$2,255.00
Sir Speedy	Supplies	\$159.71
Smith Psychological	Employment Testing/Background	\$400.00
Snap On Tools K J	Tires	\$30.00
Snowcat Service	Vehicle Maint.	\$692.53
Solarwinds	Software Cost	\$521.00
Source Office Tech	Office/PC Supplies	\$1,554.48
Southland Medical	Supplies	\$548.00
Spencer Fluid Power	Supplies	\$805.91
State Nebraska Motor	Investigation/Trial	\$7.50
Step Stone Counselin	State Op Grant HlthWelCultRec	\$10,907.65
Stericycle	Med Supplies	\$271.83
Stevens, Stephanie S	Fed Op Grant HlthWelCult Rec	\$27.39
Stotz Equipment	Vehicle Maint.	\$1,048.99
Sulzer Ems	Bldg Maint	\$5,260.23
Summit Food Services	Misc Expense	\$205.06
Summit Ob Gyn Pc	Med Services/Claims	\$7,077.00
Sundance Times	County Matching Market Grant	\$325.00
Superior Seamless	Insurance Claims Expense	\$950.00
Surf N Suds	Med Supplies	\$22.68
Temperature Tech	Vehicle Maint.	\$935.00
The Grease Barrel	Fed Op Grant HlthWelCult Rec/Vehicle Maint	\$842.59
The Range	Board/Committee Expenses	\$1,871.94
Thirty Bird Media	Postage & Freight	\$674.01
Thomson Reuters West	Media/Subsc	\$807.12
Thunder Basin Ford	Vehicle Maint.	\$306.48
Thyssenkrupp Elevat	CCJPFB Maint	\$525.36
Top Office Products	Postage & Freight	\$1,866.55
Torgersons	Vehicle Maint.	\$366.62
Total Construction	Royalty Payments/Easements	\$864.00
Tower Communication	Vehicle Maint.	\$945.00
Trinity Services Grp	Food Service/Supplies	\$42,405.23
Tru Tech Products	Bldg Maint	\$43.36
True West Publishing	Public Relations/Promotions	\$475.00
TWS Aviation Fuel	Fed Op Grant Pub Works	\$10,887.00
Tyler Tech	EE Dev Meals/Travel	\$15,264.00
Unique Management	Office Equip Maint Contracts	\$164.80
United Parcel Serv	Postage & Freight	\$136.89
Universal Athletic	Spec Event/Programs	\$5,408.16
Urbin Law Office	Legal/Court Costs	\$1,982.45
Van Ewing Const	Cap Outlay - Bldg Improv	\$340,570.39

Vassar, Harold E.	Assn Dues/Fees/Licensure	\$10.00
Verizon Adlt Drg Crt	Comm/Network Exp	\$145.82
Verizon Emergcy Mgmt	Comm/Network Exp	\$38.52
Verizon Juv Prob	Comm/Network Exp	\$249.05
Verizon Public Hlth	Comm/Network Exp	\$251.72
Verizon Public Works	Comm/Network Exp	\$740.82
Verizon Sheriff	Comm/Network Exp	\$4,831.37
Vermont Systems	Office Equip Maint Contracts	\$450.00
Violet Communication	Fed Op Grant Gen Gov	\$4,366.00
Visionary Broadband	Comm/Network Exp	\$7,110.57
Visitation Advocacy	1% Hum Serv & Extern Sub Ab	\$7,534.99
Vista Leasing Co	OfficeEquip/Computer/TechLease	\$6,893.60
Vital Records Cont	Prof. Services	\$200.00
Walmart Children Dev	Supplies	\$710.01
Walmart Extension	Supplies	\$567.62
Walmart Human Res	Recognition, Apprec Awards	\$333.77
Walmart Juv Prob	Supplies	\$77.15
Walmart Juvenile Fam	State Op Grant Pub Safety	\$196.11
Walmart Library	Spec Event/Programs	\$649.19
Walmart Museum	Spec Event/Programs	\$99.90
Walmart Park Rec	Spec Event/Programs	\$410.71
Walmart Public Hlth	Supplies	\$314.19
Waste Connections	Bldg Maint	\$3,324.19
Water Guy	Prof. Services	\$552.00
Webb, Jana E.	Fed Op Grant HlthWelCult Rec	\$112.90
Welborn Sullivan Mec	Legal/Court Costs	\$420.00
Wesco Distribution	Supplies	\$23.10
Western Detention	Postage & Freight	\$1,815.20
Western Stationers	Supplies	\$1,195.03
Western Waste Sol	Utilities	\$670.00
Weston Co Gazette	County Matching Market Grant	\$42.00
Westwood Pharmacy	Med Services/Claims	\$1,866.21
Wex Fleet Universal	Fuel	\$1,127.28
Whites Energy Motors	Vehicle Maint.	\$2,576.44
Whites Frontier Mtrs	Vehicle Maint.	\$1,568.21
Winland Car Wash	Vehicle Maint.	\$27.00
Work Warehouse	Spec Event/Programs	\$490.44
Wright Auto Parts	Vehicle Maint.	\$48.44
Wright Water Sewer	Utilities	\$518.50
WY Attorney Genrl Ci	Supplies	\$78.00
WY Dept Health Prevt	Med Services/Claims	\$894.00
WY Enterprise Tech	Office Equip Maint Contracts	\$29.88
WY Law Enf Acad Bsic	Law Enf. Supplies	\$1,249.00
WY Retirement Life	Accrued Life Ins	\$576.00
WY Retirement System	Retirement	\$451,473.76
Wyoming Machinery	Vehicle Maint.	\$343,626.93
Wyoming Taxpayers	Assn Dues/Fees/Licensure	\$195.00

Wyoming Water Sol	Prof. Services	\$7,467.65
XESI Document Soluti	Cap Outlay-PC/Tech Equip	\$6,700.00
Y Tex	Supplies	\$343.00
Youth Emergency Serv	Prof. Services	\$26,835.11
Zamboni	Vehicle Maint.	\$453.21
Zoll Medical	1% Emerg/Safety Equip	\$864.00

Commissioner Ford presented the Commissioners upcoming calendar of events.

March 9th – Public Land Board Meeting | 6:00 PM | CAM-PLEX Energy Hall Conference Room

March 14th – Chamber Lunch Series | 11:30 AM | CAM-PLEX Energy Hall | Ron Whitehead
Camporee

March 16th – Grants Budget Workshop | 1:00 PM | Chambers

March 16th – Lodging Tax Board Meeting | 3:00 PM | CAM-PLEX Energy Hall Conference Room

March 16th – Public Health Board Meeting | 7:00 PM | Public Health Board Room

March 20th – Directors Meeting | 1:30 PM | Chambers

March 21st – 8:00 AM Board Briefing | 9:00 AM Regular Meeting | Chambers

PFM Investment 4th Quarter Report was presented by Brian Quinn, Joan Evans. Kyle Jones assisted with the presentation via teleconference.

Commissioner Shelstad moved the Board approve to retitle the Grant Specialist position to Grants Management Specialist, Pay Grade 109, Exempt Status, and approve the Job Description and Salary Range Placement Table, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion carried.

Commissioner McCreery moved the Board approve to retitle the Adult Treatment Court Coordinator position to Adult Treatment Court Director, Pay Grade 113 and approve the Job Description and Salary Range Placement Table, as presented. Commissioner Ford seconded the motion. All voted Aye. Motion carried.

Commissioner Shelstad moved the Board approve to modify the DWI Treatment Court to Misdemeanor Treatment Court, effective immediately, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion carried.

Public Comment was given.

Public Hearing was held concerning the Opioid Settlement Fund.

There being no further business to come before the Board of Commissioners, the meeting was adjourned at 11:12 AM. The next regular meeting of the Commissioners will be held Tuesday, March 21, 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.campbellcountywy.gov

CLERK OF DISTRICT COURT
MONTHLY STATEMENT
FEBRUARY 2023

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

The State of Wyoming } ss.
County of Campbell

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

County Clerk
By _____
Deputy

MONTHLY STATEMENT

Statement of the Earnings or Collections of Pamela Merchen as Clerk of District Court within and for the County of Campbell, State of Wyoming, for the month ending **February**, 2023, and reported to the Board of District Court within and for the County of Campbell, State of Wyoming, Cheyenne, WY.

Template	Org	Object	Full Acct	Description	Amount
DIST COURT	100111	43190	1000-10-110-111-0000-43190	MISC FEES	\$ 5,515.48
DIST COURT	100111	43200	1000-10-110-111-0000-43200	CIVIL FEE	\$ 4,540.00
DIST COURT	100111	43210	1000-10-110-111-0000-43210	PROBATE FEES	\$ 1,290.00
DIST COURT	100111	43220	1000-10-110-111-0000-43220	JURY FEES (Restitution of)	\$ 1,100.00
DIST COURT	500552	45000	5000-00-500-552-0000-45000	FINES / Forfeitures	\$ 12,087.29
DIST COURT	100000	46000	1000-00-000-000-0000-46000	Postage ACH / Other	
Total					\$ 24,532.77

Tender Summary:

Cash	Quantity	Total
Coin		
\$ 1s	x1	0
\$ 5s	x5	0
\$ 10s	x10	0
\$ 20s	x20	0
\$ 50s	x50	0
\$100S	x100	0
Other		0
Cash Total		0
Checks	1	24,532.77
Total		\$ 24,532.77
Difference		\$ -

STATE OF WYOMING)

)ss

County of Campbell)

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

WITNESS my hand and seal this 3rd day of March, 2023

Sianna Wilson, Deputy
Pamela Merchen, Clerk

CLERKS' OFFICE
MONTHLY STATEMENT
FEBRUARY 2023

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

Corrected.

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 February 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	\$ 1,368.00
CNTY CLERK	100021	43140	1000-10-020-021-0000-43140	Recording Fees	22,051.00
CNTY CLERK	100021	43870	1000-10-020-021-0000-43870	Software Access Fees	4,062.00
CNTY CLERK	100021	43150	1000-10-020-021-0000-43150	Financing Fees	9,879.00
CNTY CLERK	100021	43160	1000-10-020-021-0000-43160	Vehicle Title Fees	19,152.00
CNTY CLERK	100021	41140	1000-10-020-021-0000-41140	Marriage License	390.00
CNTY CLERK	100021	43180	1000-10-020-021-0000-43180	Vin Fees, Sheriff & General	1,300.00
CNTY CLERK	100021	43190	1000-10-020-021-0000-43190	Misc Fees	455.00
CNTY CLERK	500566	43180	5000-00-500-566-0000-43180	Hwy Patrol Vins	10.00
CNTY CLERK	500576	43180	5000-00-500-576-0000-43180	Police Vins	1,340.00
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					\$ 60,007.00

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	60,007.00
Total		\$ 60,007.00

Difference \$ -

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 18th day of March, 20 23

Cindy J. Lovelace, Campbell County Clerk



BY:

[Signature]

Deputy

CLERK'S OFFICE
MONTHLY STATEMENT
FEBRUARY 2023

Approved by the Board of County
Commissioners this.....7..... day of

March..... A.D. 2023..

.....

Colleen Fisher

Patrick Kelley McCreary

.....

Jim Paul

.....

The State of Wyoming } ss.
County of Campbell

This instrument was filed
on the 7 day of March
2023..

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 __February 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	\$ 1,368.00
CNTY CLERK	100021	43140	1000-10-020-021-0000-43140	Recording Fees	22,051.00
CNTY CLERK	100021	43870	1000-10-020-021-0000-43870	Software Access Fees	4,062.00
CNTY CLERK	100021	43150	1000-10-020-021-0000-43150	Financing Fees	9,879.00
CNTY CLERK	100021	43160	1000-10-020-021-0000-43160	Vehicle Title Fees	19,152.00
CNTY CLERK	100021	41140	1000-10-020-021-0000-41140	Marriage License	390.00
CNTY CLERK	100021	43180	1000-10-020-021-0000-43180	Vin Fees, Sheriff & General	1,290.00
CNTY CLERK	100021	43190	1000-10-020-021-0000-43190	Misc Fees	455.00
CNTY CLERK	500566	43180	5000-00-500-566-0000-43180	Hwy Patrol Vins	10.00
CNTY CLERK	500576	43180	5000-00-500-576-0000-43180	Police Vins	1,320.00
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	30.00
Total					\$ 60,007.00

Tender Summary:

Cash	Quantity	Total
Coin		
\$ 1s	x1	0.
\$ 5s	x5	0.
\$ 10s	x10	0.
\$ 20s	x20	0.
Other		0.
Cash Total		0.
Checks	1 11556	60,007.00
Total		\$ 60,007.00
Difference		\$ -

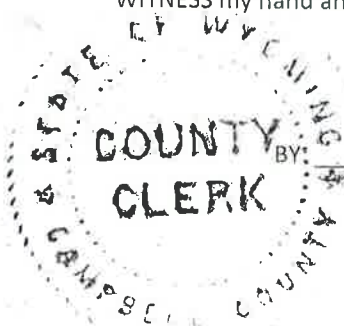
State of Wyoming)

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 March 20 23

Cindy J Lovelace, Campbell County Clerk



[Signature]

Deputy

SHERIFF'S OFFICE
MONTHLY STATEMENT
FEBRUARY 2023

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

The State of Wyoming } ss.
County of Campbell }

This instrument was filed
on the____ day of____
20_____

County Clerk

By_____
Deputy

MONTHLY SHERIFF'S STATEMENT

Statement of the collections of **Scott Matheny** as Sheriff within and for the County of Campbell, State of Wyoming, for the month ending **February 28, 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	\$	5,801.25
1000-20-050-051-0000-43820	REIMBURSEMENT INCOME	\$	-
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	\$	9,149.23
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	\$	-
COUNTY TREASURY DEPOSIT:		\$	14,950.48

ATTORNEY GENERAL'S OFFICE	SEX OFFENDER REGISTRATION FEES	\$	375.00
TOW COMPANIES	TOWING FEES	\$	-
CIRCUIT/DISTRICT COURTS	EXECUTIONS	\$	30.00
VARIOUS LAW FIRMS	FORECLOSURE SALES	\$	86,581.00
VARIOUS OUTSIDE ENTITIES	FORECLOSURE REDEMPTIONS	\$	-
INTERMEDIARY FUNDS:		\$	86,986.00

TOTAL: \$ 101,936.48

STATE OF WYOMING

§

COUNTY OF CAMPBELL

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

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



Sheriff of Campbell County

FISCAL YEAR 2022-2023

February 28, 2023

FIB	353153976	82,384.85
FNB	007-8	14,529,512.52
ACH	308-5	0.00
FNB ARPA	11122009	4,793,210.74
FNB CCSD	086-8	153,677.59
FNB Flex	568-1	33,475.93
FNB Health Benefits	315-8	2,402,769.20
FNB Special Escrow	74-4	10,608,134.95
FNB Airport PFC Account	133-3	367,778.95
FNB CDS-CC Credit Card Fees	195-1	3,290.21
FNB Library Credit Card Fees	862-1	1,533.46
FNB Museum Credit Card Fees	11092301	499.12
FNB North Landfill Credit Card Fees	864-8	3,611.99
FNB Opioid Settlement	329-6	298,400.99
FNB Sheriff Inmate Account	41-8	406,170.70
FNB Recreation Credit Card Fees	139-2	22,065.27
FNB State Drug Forfeiture Funds	132-5	23,925.61
FNB Taxes Paid in Protest	2075305	0.73
FNB-CDSCC-Region 13 Preschool Service	24-8	0.00
FNB-CDSCC-Early Head Start	91-4	(0.00)
NSF Checks		2,170.96
Long & Short-Treasurer		2,100.00
Clerk-Dist Crt-Sheriff-Engineer-Landfill-Public Health-Parks & Rec-Mus		3,945.63
Cash & Currency		6,150.00
TOTAL CASH ACCOUNTS	33,744,809.40	
TOTAL TDOA'S	301,528,497.38	
Premium & Discounts		22,538.91
WGIF-Building Maintenance		38,064,457.34
WGIF-Campus Maintenance		4,206,615.24
WGIF-Campus Maintenance Tec		2,537,227.68
WGIF-Capital Replacement Reserve		97,556,188.21
WGIF-Fleet Management		7,522,972.03
WGIF-Fleet Mgmt-PLB -City		1,150,426.88
WGIF-Gillette College Activity & Education Center		0.00
WGIF-Gillette College Rodeo		0.00
WGIF-Jt Powers Rec Maint Fund		9,063,496.47
WGIF-Road Equipment		2,794,538.38
WGIF-1% Road Machinery Repl		2,548,738.67
WGIF-Short Term Future Cap Const		14,038,049.39
WYOSTAR-1% Municipalities		8,933,826.02
WYOSTAR-1% Optional		10,368,488.66
WYOSTAR-Cap Fac Excess		1,059.67
WYOSTAR-CCSD Dist Fund		-12,781,000.00
WYOSTAR-Enhanced 911		578,918.41
WYOSTAR-Fleet Management		0.00
WYOSTAR-General		94,043,010.01
WYOSTAR-General Held Revenues		0.00
WYOSTAR-Health Benefits		5,050,312.53
WYOSTAR-PILT		3,143,953.48
WYOSTAR-Pronghorn Center Main Reserve		1,351,307.26
WYOSTAR-SCFM		6,586,242.96
WYOSTAR-Town of Wright Rec Maintenance		1,697,569.57
WYOSTAR-Wyoming Lottery/Off Track Betting		3,072,098.52
TOTAL	335,295,845.69	

179,482,710.29

118,973,688.57

Approved by the Board of County
Commissioners this _____
day of _____, 2023.

THE STATE OF WYOMING

ss.

County of Campbell

I, Rachael Knust, being first duly sworn according to law, on my oath do depose and say that I am County Treasurer within and for the County of Campbell in the State aforesaid; that the within and foregoing represents a true and correct Trial Balance of my records at the close of business _____, 2023; that my statement of Cash is just, true and correct, so help me God.

Yvonne Wagner Deputy
County Treasurer

Subscribed and sworn to be before this _____ day of _____, 2023.

County Clerk

2/28/2023	
Airport	0.00
American Road	137.51
Antelope Valley	0.00
ARPA Funds	0.00
Bennor Estates	1,596.54
BOCHES	203,111.08
Bond Disclosure	4,500.00
Box N Ranch Rd	0.00
Brunsen	0.00
Buckskin	0.00
Car Company Tax	0.00
Cash Reserve	15,000,000.00
Cemetery	365,017.16
Central Campbell County	276.35
Certificates of Purchase	0.00
City of Gillette	117,156.97
Collins Heights	0.00
Cottonwood I&S	0.00
County Sales Tax	0.00
Country Living Acres	0.00
Countryside I&S	719.24
Crestview I & S	0.00
Donkey Creek	0.00
Eight Mile I&S	0.00
Fair	0.00
Fire	0.00
Foundation	4,874,669.77
Fox Park	0.00
Fox Ridge	0.00
Freedom Hills	2,867.07
General County	61,067,322.81
Gillette Community College Dist	64,186.23
Gillette Community College Recap	113.25
Graceland	0.00
Green Valley Estates	0.00
Health Benefits Trust	7,442,719.56
Heritage Village	1,848.08
High Country Estates	0.00
Highway VIN Fees	0.00
Hospital	1,218,667.59
Hospital Bond	40.43
Hospital Bond Interest	5.02
Interstate Industrial	0.00
Investments-1% Muni Jt Powers	7,971,728.78
Investments-1% Optional	10,278,323.66
Investments-Building Maintenance	44,012,800.64
Investments-Campus Maintenance	4,206,615.24
Investments-Campus Tech Center- Fu	2,537,227.68
Investments-Cap Fac Excess	1,059.67
Investments-Capital Replace Reserve	97,556,188.21
Investments-Enhanced 911 Fees	592,935.04
Investments-Fleet Management	14,016,675.96
Investments-Gillette College	0.00
Investments-Jt Powers Rec Maintenance	9,063,496.47
Investments-PILT	3,143,953.48
Investments-Pronghorn Center Main R	1,351,307.26
Investments-SCFM County Road Fund	6,625,344.90
Investments-Short Term Future Capital	14,038,049.39
Investments-Town of Wright Rec Maint	1,697,569.57
Investments-Wyoming Lottery/Off Trac	3,072,098.52
Library	0.00
Little Thunder I&S	220.05
Lodging Tax	(0.00)
Los Caballos	0.00
McKenny	0.00
Meadow Springs I&S	0.00
Means	0.00
Means, Carter, N Hannum	800.00

Moon Ridge	383.88
Motor Vehicle County Fees	0.00
Motor Vehicle State Fees	53,931.26
Motor Vehicle Non Apportioned Fees	0.00
Motor Vehicle Temp Sticker/paper Fee	0.00
Mobile Machinery County Fees (MIP)	0.00
Mobile Machinery Pro-Rate (IRP)	0.00
Motor Vehicle Pro-Rate (MOP)	0.00
Motor Vehicle In Transit Permit	0.00
Motor Vehicle Temp Worker Decals	0.00
Museum	0.00
North Rangeland	240.00
Organ Donor Donations	13.00
Oriva Hills	1,420.32
Overbrook I&S	0.00
Peoples	745.90
Pineview	0.00
Pinnacle Heights	0.00
Prairieview	380.00
Predatory	0.00
Premium & Discounts	22,538.91
Rafter D	0.00
Recreation	0.00
Rock Road I&S	0.00
Rocky Point	468.97
Rustic Hills	410.00
Sales & Use Tax	736,021.07
School--1 Mill Optional	0.00
School--6 Mill County Wide	2,445,258.39
School--25 Mill Special School	10,188,576.40
School--BOCES	0.00
School--Cap Main	0.00
School--General School	54,196.99
School--Rec Mill	407,543.28
School Bond Redemption	0.00
School Bond Redemption Interest	0.00
Small Buttes	0.00
South Douglas Hwy	1,007.78
Southern Industrial	0.00
Southfork Estates	0.00
Southside	0.00
Special Escrow	10,603,634.95
Spring Hill Ranch I&S	0.00
Stonegate Estates	0.00
Sundog	0.00
Taxes-Transportable Homes	0.00
Taxes-2023	0.00
Taxes-Interest 2023	0.00
Taxes-2022	(0.00)
Taxes-Interest 2022	0.00
Taxes-2021	(0.00)
Taxes-Interest 2021	(0.00)
Taxes-2020	0.00
Taxes-Interest 2020	0.00
Taxes-2019	0.00
Taxes-Interest 2019	0.00
Taxes-2018	0.00
Taxes-Interest 2018	0.00
Taxes-2017	0.00
Taxes-Interest 2017	0.00
Taxes-2016	0.00
Taxes-Interest 2016	0.00
Taxes-2015	0.00
Taxes-Interest 2015	0.00
Taxes-2014	0.00
Taxes-Interest 2014	0.00
Taxes-2013	0.00
Taxes-Interest 2013	0.00
Taxes-2012	0.00
Taxes-Interest 2012	0.00

Taxes-2011	0.00
Taxes-Interest 2011	0.00
Taxes-2010	0.00
Taxes-Interest 2010	0.00
Taxes-2009	0.00
Taxes-Interest 2009	0.00
Taxes-2008	0.00
Taxes-Interest 2008	0.00
Taxes-2007	0.00
Taxes-Interest 2007	0.00
Taxes-2006	0.00
Taxes-Interest 2006	0.00
Taxes-2005	0.00
Taxes-Interest 2005	0.00
Taxes-2004	0.00
Taxes-Interest 2004	0.00
Taxes-2003	0.00
Taxes-Interest 2003	0.00
Taxes-2002	0.00
Taxes-Interest 2002	0.00
Taxes-2001	0.00
Taxes-Interest 2001	0.00
Taxes-2000	0.00
Taxes-Interest 2000	0.00
Taxes-1999	0.00
Taxes-Interest 1999	0.00
Taxes-1998	0.00
Taxes-Interest 1998	0.00
Taxes-1997	0.00
Taxes-Interest 1997	0.00
Taxes-1996	0.00
Taxes-Interest 1996	0.00
Taxes-1995	0.00
Taxes-Interest 1995	0.00
Taxes-1994	0.00
Taxes-Interest 1994	0.00
Taxes-1993	0.00
Taxes-Interest 1993	0.00
Taxes-1992	0.00
Taxes-Interest 1992	0.00
Taxes-1991	0.00
Taxes-Interest 1991	0.00
Taxes-1990	0.00
Taxes-Interest 1990	0.00
Taxes Paid in Protest	0.73
Town of Wright	5,680.30
Veterans Exemptions	0.00
Watercraft VIN Fees	0.00
Weed & Pest	234,760.75
Wessex Impr & Service	0.00
Wild Horse Creek I&S	316.13
Wildlife Conservation Donation	9.00
Wright Water & Sewer	6,958.50
	335,295,845.69
	335,295,845.69
	335,295,845.69
	(0.00)

MEMORANDUM OF UNDERSTANDING

BETWEEN

CAMPBELL COUNTY COMMISSIONERS

AND

THE UNITED STATES DEPARTMENT OF THE INTERIOR (DOI)
BUREAU OF LAND MANAGEMENT (BLM)
BY AND THROUGH THE WYOMING BLM
STATE DIRECTOR

REGARDING

Plan Amendments for the management of Greater Sage-Grouse (GRSG)

I. Introduction

This Memorandum of Understanding (MOU) establishes a cooperating agency relationship between the Bureau of Land Management (“BLM”) and the CAMPBELL COUNTY COMMISSIONERS for the purpose of preparing plan amendments for Greater Sage-Grouse (GRSG) management in the BLM’s land use plans, and the associated Environmental Impact Statement (RMPA/EIS). The BLM is the lead federal agency for development of this GRSG RMPA/EIS. BLM acknowledges that the CAMPBELL COUNTY COMMISSIONERS has jurisdiction by law or special expertise applicable to the RMPA/EIS effort, as defined at 40 CFR 1508.1(n) and 1508.1(ee). This MOU describes responsibilities and procedures agreed to by the CAMPBELL COUNTY COMMISSIONERS as a Cooperating Agency and the BLM (“the Parties”).

The EIS prepared under the terms of this MOU will consider amending BLM land use plans throughout the range of the GRSG, except for populations in Washington and the Bi-State population in California/Nevada.

The Cooperating Agency relationship established through this MOU shall be governed by all applicable statutes, regulations, and policies, including the Council on Environmental Quality’s National Environmental Policy Act (NEPA) regulations (40 CFR 1500-1508), the BLM’s planning regulations (43 CFR part 1600), and the Department of the Interior’s NEPA Regulations (43 CFR part 46).

II. Purposes

The purposes of this MOU are:

- A. To designate the Campbell County Commissioners as a Cooperating Agency in the GRSG management process.
- B. To provide a framework for cooperation and coordination between the BLM and the Cooperator that will ensure successful completion of the GRSG management EIS in a timely, efficient, and thorough manner.
- C. To recognize that the BLM is the lead agency with responsibility for the completion of the GRSG management EIS and the Record of Decision (ROD) or other BLM decision document.
- D. To recognize and provide guidance for the development of a mutually respectful and effective Cooperating Agency relationship between the Parties which reflects their unique working relationship as it relates to the tasks at hand.
- E. To describe the respective responsibilities, jurisdictional authority, and expertise of each of the Parties in the NEPA process.

III. Authorities for the MOU

A. The authorities of the BLM to enter this MOU and engage in the activities described herein include, but are not limited to:

1. National Environmental Policy Act of 1969 (42 U.S.C. 4321 et seq.).
2. Federal Land Policy and Management Act (FLPMA) of 1976 (43 U.S.C. 1701 et seq.).

B. Regulations implementing the above authorities, as applicable:

1. Council on Environmental Quality regulations (40 CFR 1500 et seq.)
2. Department of the Interior NEPA regulations (40 CFR 46)
2. Bureau of Land Management planning regulations (43 CFR 1601 et seq.)

C. The authorities of the Cooperating Agency to enter this MOU include, but are not limited to:

1. [INSERT AGENCY AUTHORITY(IES)]

IV. Roles and Responsibilities

A. BLM Responsibilities:

1. As lead agency, the BLM retains final responsibility for the content of all NEPA documents, which include the Draft EIS, the Final EIS, any Supplements, and the ROD. The BLM's responsibilities include determining the purpose of and need for the EIS, selecting alternatives for analysis, identifying effects of the proposed alternatives, selecting the preferred alternative, and determining appropriate mitigation measures. In completing these responsibilities, the BLM will meaningfully involve the Cooperator throughout the entire NEPA process, including but not limited to: identifying issues to be addressed; arranging for the collection and/or assembly of necessary resource, environmental, social, economic, and institutional data; determining the purpose and need; consultation on a project schedule (in compliance with the agency timeframes established by regulation or policy); development of the alternatives; evaluating alternatives and estimating the effects of implementing each alternative; and carrying out any other task necessary for the development of the environmental analysis and documentation.

2. To the maximum extent possible consistent with the BLM's responsibilities as lead agency, the BLM will seek early and consistent involvement of the Cooperator, consider the comments, recommendations, data, and/or analyses provided by the Cooperator in the EIS process, giving particular consideration to those topics on which the Cooperator is acknowledged to possess jurisdiction by law or special expertise.
3. To the fullest extent practicable the BLM will timely provide the Cooperator with copies of documents underlying the EIS relevant to the Cooperator's responsibilities, including technical reports, data, analyses, comments received, working drafts related to environmental reviews, and draft and final versions of the EIS.
4. Meet with the Cooperator at its request.
5. Develop a schedule, setting milestones for all environmental reviews, in consultation with all cooperating agencies.

B. Cooperating Agency Responsibilities:

1. Campbell County Commissioners is recognized to have jurisdiction by law and/or special expertise on all subject matters for which it has statutory responsibility.
2. The Cooperator will limit the information, comments, and technical expertise it provides to the BLM to those elements of the EIS, and the data and analyses supporting them, in which it has jurisdiction by law or special expertise or for which the BLM requests its assistance (40 CFR 1501.8(b)(3)). The Cooperator will submit its comments in a capacity that meets its duties described at 40 CFR 1503.2.
3. Within the areas of their jurisdiction or special expertise, the Cooperator may participate in any of the activities identified in **Attachment A**. These activities include, but are not limited to: identifying issues to be addressed; arranging for the collection and/or assembly of necessary resource, environmental, social, economic, and institutional data; determining the purpose and need; consultation on a project schedule (in compliance with the agency timeframes established by regulation or policy); development of the alternatives; evaluating alternatives and estimating the effects of implementing each alternative; and carrying out any other task necessary for the development of the environmental analysis and documentation. The Cooperator will meet the BLM's schedule and elevate, as soon as practicable, to the senior agency official of the DOI (40 CFR 1508.1(dd)) any issues relating to purpose and need, alternatives, or other issues that may

affect its ability to meet the schedule (40 CFR 1501.8(b)(6)). (See also Section C.4.).

4. The Cooperator will have one representative, and an alternate, appointed to represent its interests and work to the BLM.
5. The Cooperator will make a good faith effort to report the costs it incurs in the development of the EIS to the BLM or notify the BLM when it is not practicable to do so (40 CFR 1502.11(g)).

C. Responsibilities of the Parties:

1. The Parties agree to participate in this NEPA process in good faith and make all reasonable efforts to resolve disagreements. Where procedural or substantive disagreement may impede effective and timely completion of the Plan Amendments for the management of GRSG, the Parties agree to utilize the conflict resolution procedures described below (see Section V.G). Participation as a Cooperating Agency does not negate the Cooperator's right to comment on the analysis or to protest or appeal the BLM's decision; nor does it diminish or restrict the Cooperator's ability to coordinate with the BLM under the BLM's FLPMA requirements (43 U.S.C. 1712(c)(9)).
2. The Parties will seek to meet the schedule provided as **Attachment B**, which includes dates for Plan Amendments for the management of GRSG milestones and timeframes for the Cooperator's reviews and submissions.
3. Each Party agrees to fund its own expenses associated with the Plan Amendments for the management of GRSG process, except and unless the BLM and Cooperator enter into a separate contract or agreement for technical studies within the Cooperator's jurisdiction by law and/or special expertise. The Cooperator may volunteer to provide financial assistance to the BLM to complete tasks associated with the Plan Amendments for the management of GRSG.

V. Other Provisions

- A. Authorities not altered. Nothing in this MOU alters, limits, or supersedes the authorities and responsibilities of any Party on any matter within its respective jurisdiction. Nothing in this MOU shall require any of the Parties to perform beyond its respective authority.
- B. Financial obligations. Nothing in this MOU shall require any of the Parties to assume any obligation or expend any sum in excess of authorization and appropriations available.

- C. Immunity and Defenses Retained. Each Party retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this MOU.
- D. Conflict of interest. The Parties agree that any individual or organization used for purposes of plan development, environmental analysis, or Cooperator representation, including officials, employees, or third-party contractors, must submit a disclosure statement to the BLM that specifies any financial or other interest in the outcome of the Plan Amendments for the management of GRSG (40 CFR 1506.5(b)(4)). Questions regarding potential conflicts of interest should be referred to BLM Headquarters (HQ), BLM Ethics Counselors, or the Cooperating Agency's ethics personnel for resolution.
- E. Management of information. Any records or documents generated as a result of this MOU shall become part of the official BLM record maintained in accordance with BLM record management policies. The Cooperator acknowledges that all supporting materials and draft documents may become part of the administrative record and may be subject to the requirements of the Freedom of Information Act (FOIA) and other federal statutes. The cooperating agencies will keep confidential and protect from public disclosure any and all documents related to, or generated by this agreement. BLM will determine their suitability for public review or release under the provisions of the Freedom of Information Act (FOIA), Privacy Act, and in accordance with Department of Interior or BLM regulations. The BLM acknowledges that the Cooperator's handling of these materials may be impacted by state-specific open records laws. The Parties agree that the BLM at its discretion may withhold from the cooperator those documents that would otherwise be available for public release under (§ 24-72-201 to 206, C.R.S.).
- F. Conflict Resolution. The Parties agree to make reasonable efforts to resolve procedural or substantive conflicts and may agree to initiate an Alternative Dispute Resolution (ADR) process. The Parties acknowledge that BLM retains final responsibility for determining the content of the EIS and the ROD. The Parties agree that they may retain an independent facilitator to foster clear and efficient communication if they deem it necessary.
- G. Coordination with the BLM's contractor (as applicable).
- H. Coordination with Cooperating Agency's Contractor. The Cooperator will provide the BLM a Contractor Coordination Letter describing the nature of the relationship between the Cooperator and its contractor (if any) and the authority given to the contractor, and clearly stating that: 1) contractor will represent the Cooperator; 2) the Cooperator has verified that its contractor has submitted a disclosure to the BLM that specifies any financial or other interest in the outcome of the project; and 3) the Cooperator has contractually required its contractor to comply with a non-disclosure clause consistent with the Cooperator's obligations under Section V.F, above. The

Cooperator will be responsible for all costs incurred by its contractor. The contractor serves to help fulfill Cooperating Agency responsibilities outlined in Section IV.B, above, and will be allowed to attend meetings between the Parties to this MOU. When two or more cooperating agencies utilize the same contractor, each Cooperator must have a separate contract in place, and each must submit a Contractor Coordination Letter to the BLM.

VI. Agency Representatives

Each Party will designate a representative and alternate representative, as described in **Attachment C**, to ensure coordination between the Cooperators and the BLM during the NEPA process. Each Party may change its representative by providing written notice to the other Party.

VII. Administration of the MOU

- A. Approval. This MOU becomes effective upon signature by the authorized officials of the BLM and the Cooperator.
- B. Amendment. This MOU may be amended through written agreement of all signatories.
- C. Termination. If not terminated earlier, this MOU will end when the ROD for the Plan Amendments for the management of GRSG is approved by the BLM Authorized Officer. Any Party may end its participation in this MOU by providing written notice to the other Party.

VIII. Signatures

The Parties hereto have executed this MOU on the dates shown below.

Campbell County Commissioners, by and through:

Colleen Faber, Commissioner

Date

BUREAU OF LAND MANAGEMENT, by and through:

Andrew Archuleta
State Director
Wyoming State Office

Date

Attachment A

Cooperating Agency Participation in the Plan Amendments for the management of GRSG

	Plan Amendments for the management of GRSG	Potential Activities of Cooperating Agencies (CAs) within their acknowledged jurisdiction by law and/or special expertise
1	Conduct scoping and identify issues	Provide input on coordination requirements based on CA plans; identify significant issues; identify relevant local and regional organizations and interest groups; provide non-financial sponsorship of public forums with the BLM; collaborate in assessing scoping comments; identify connected, similar, and cumulative actions; identify other relevant agencies.
2	Develop project schedule	Consult on the development of the project schedule. Decision to select the final project schedule is reserved to BLM, and the schedule must comply with the BLM's applicable regulatory and/or policy requirements.
3	Develop purpose and need	Consult on the development of the purpose and need. Decision to select the final purpose and need is reserved to BLM.
4	Develop planning criteria	Provide advice on proposed planning criteria (for BLM Land Use Plan amendments or revisions, only).
5	Collect inventory data	Identify data needs; provide data and technical analyses within the CA's expertise.
6	Formulate alternatives	Collaborate with the BLM in developing alternatives. Suggest land allocations or management actions to resolve issues. Decision to select alternatives for analysis is reserved to the BLM.
7	Estimate effects of alternatives	Provide effects analysis within the CA's jurisdiction by law and/or special expertise; identify effects within the CA's jurisdiction by law and/or special expertise; suggest mitigation measures for adverse effects.
8	Select the preferred alternative; issue Draft EIS	Collaborate with the BLM in evaluating alternatives and in developing criteria for selecting the preferred alternative; provide input on Preliminary Draft EIS. The CAs may provide written, public comments on draft if desired. Decision to select a preferred alternative and to issue a draft is reserved to the BLM.
9	Respond to comments	As appropriate, review comments within the CA's jurisdiction by law and/or special expertise and provide assistance in preparing BLM's responses.
10a	Issue Proposed FEIS	Action reserved to BLM.

	Plan Amendments for the management of GRSG	Potential Activities of Cooperating Agencies (CAs) within their acknowledged jurisdiction by law and/or special expertise
10b	Initiate Governor's Consistency Review	Once initiated by the BLM, State of Wyoming CAs should contribute to the Governor's Consistency Review (for BLM Land Use Plan amendments or revisions, only).
11a	Sign Record of Decision (ROD) [or]	Action reserved to the BLM.
11b	Resolve land use plan protests; modify FEIS if needed; sign ROD	Action reserved to the BLM. A CA that has provided information relevant to a protest may be asked for clarification (for BLM Land Use Plan amendments or revisions, only).

Attachment B
Schedule

	RMP/EIS Stage	Approximate Timeframe
1	Conduct scoping and identify issues	November 2021-March 2022
2	Collect inventory data	Spring-Fall 2022 (ongoing as becomes available)
3	Formulate alternatives	Fall/Winter 2022
4	Analyze effects of alternatives	Winter 2022/2023
5	Internal/Cooperating Agency Review of Administrative Draft RMP Amendment/Draft EIS	Winter/Spring 2023
6	Issue Draft RMP Amendment/Draft EIS	Spring/Summer 2023
7	90-Day Public Comment Period	Summer 2023
8	Respond to comments	Fall 2023
9	Internal/Cooperating Agency Review of Administrative Proposed RMP Amendment/Final EIS	Fall/Winter 2023
10	Issue Proposed RMP Amendment/Final EIS	Winter 2023/2024
11	30-Day Protest Period and 60-Day Governor's Consistency Review	Winter 2024
12	Record of Decision (ROD)	Spring 2024

Attachment C
Agency Representatives

Bureau of Land Management

Primary Representative: Andrew Archuleta, State Director
aarchule@blm.gov, 307-775-6001, BLM WY State Office

Backup Representative: Doug Mayes, Acting Deputy State Director
dmayes@blm.gov, 307-775-6106, BLM WY State Office

Campbell County Commissioners

Primary Representative: Colleen Faber, Campbell County Commissioner
colleen.faber@campbellcountywy.gov, 307-682-7283
500 S. Gillette Ave., Suite 1100, Gillette, WY 82716

Backup Representative: Denton Knapp, Executive Director – Office of Commissioners
denton.knapp@campbellcontywy.gov, 307-682-7283
500 S Gillette Ave., Suite 1100, Gillette, WY 82716

Request for Change in Position Allocation

Current Classification Title of Position if Applicable: Administrative Assistant

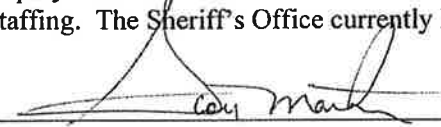
Suggested Existing Classification Title for Position:

Department Requesting Change in Allocation: Sheriff's Office

Change in Hours Allocation if Applicable: Change from part-time (32 hours/week) to full-time (40 hours/week)

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

The Sheriff's Office currently has four full-time and two part-time (32 hours per week) administrative assistants assigned to the Detention Center working in Main Control from 6 am to 10 pm including weekends and holidays. We are requesting that the two part-time positions change to full-time. We are making this request because it has been difficult to find qualified applicants to fill the part-time positions. Most applicants are seeking full-time employment with benefits. Likewise, we are experiencing a high turnover rate in these positions. Our experience has been that once we train the employee, they seek full-time employment elsewhere. The additional staff hours will fill a need within the Detention Center and will not create overstaffing. The Sheriff's Office currently has funding in its budget to pay for the additional wages, taxes, and benefits.

Department Head Signature: 

Date:

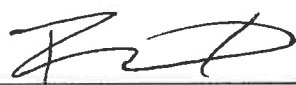
3/13/23

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

Human Resources Review Date:

Request is: ☒ Forwarded ☐ Returned

Reason for action: This action will better support training & retention

Human Resources Signature: 

3/13/2023

Budget Officer Review Date: 3 - 13 - 2023

Request is: ☒ Forwarded ☐ Returned

Reason for action: No budget concerns

Budget Officer Signature: 

County Commissioners Review Date: - - -

Request is: ☐ Approved ☐ Denied

Chairperson Signature: _____

Date: _____

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



MEMORANDUM

... from the Rockpile Museum

RE: Trailer Donation
FROM: Rockpile Museum Board of Directors
TO: Campbell County Commissioners
DATE: 3.14.2023

Chairman Faber and Commissioners,

The Rockpile Museum Board of Directors would like to request your approval to acquire a trailer that is being offered to us for donation by the Rockpile Museum Association (RMA). This is a trailer that they purchased to be used in our Mobile Homestead Shack project. It was custom ordered through a local vendor with the plans for our Shack in mind.

The trailer is a custom built 2023 Ironman 18' low deck trailer from Kaab Manufacturing. The RMA acquired the trailer for \$8,000. This was at a significant discount due to the generosity of our local vendor and the manufacturer. The MSRP is \$10,500. See the attached estimate for details.

If approved, the Museum will take possession of the trailer, add it to our capital assets system, and have the trailer licensed and insured.

The plan as of right now is to have the industrial arts classes from Campbell County High School assist us with the construction of the Shack beginning this fall. We will keep you updated on our progress. The Mobile Homestead Shack will be a great tool for teaching early Campbell County history at schools and events around the county.

Please contact Museum Director Robert Henning if you have further questions about this donation or the Homestead Shack project. Thank you for your consideration of this matter.

Rockpile Museum Board of Directors

Estimate

Date	Estimate #
1/17/2023	14653A

Name / Address
ROCKPILE MUSEUM ASSOCIATION 900 WEST 2nd STREET GILLETTE, WY 82716

			Project
Description	Qty	Cost	Total
CUSTOM BUILD HOMESTEAD TRAILER, KAAB MFG, 102" x 18' LOW DECK, (2) 12K JACKS ON FRONT, (2) DROP LEG STAB JACKS IN REAR (REMOVABLE, MOUNTED ON BACK BUMPER), 6" CHANNEL FRAME WITH (4) 5" CHANNEL INNER CROSS MEMBERS, 3" CHANNEL CROSS MEMBERS ON TOP, 102" OUTSIDE DECK (NO RUB RAIL OR STAKE POCKETS), 102" OUTSIDE FENDERS (CHANNEL FENDERS), 6x2 TUBE OUTER FRAME, 1.5" x 48" ROUND BAR IN CENTER REAR FOR STEPS TO FOLD UP ON, TIGHT FLOOR BOARDS, LED LIGHTS, 2-5/16" ADJUSTABLE DEMCO COUPLER, 14 PLY TIRE / WHEELS, HUB MOUNTED SPARE TIRE (TO BE LOCATED AT FRONT CENTER), MSRP: \$10,500.00	1	8,000.00	8,000.00
Sales Tax		5.00%	0.00
		Total	\$8,000.00

Customer Signature _____

BUDGET LINE-ITEM TRANSFER

TO: Grace Davis & Board of Commissioners
FROM: Denton Knapp & Kristin Young *Commissioners Office*
DATE: March 9, 2023
SUBJECT: Budget Line-Item Transfer Request

JUSTIFICATION:

The CARE Board special account in JD Edwards had \$1,911.07 remaining at the end of FY 2021-2022. Carryover funds were submitted during the FY2022-23 budget process, see attachment. These funds originated from a separate CARE Board bank account that was closed in 2019. According to the crosswalk, the funds from the CARE Board special account were to be placed in account 100013-63060. Since the funds were not carried over, a transfer will need to be made from another account to cover the CARE Board expenses.

Please make the following Budget line-item transfers:

	Transfer From:			Transfer To:	
Date of Entry	Amount	Account #	Account Name	Account #	Account Name
3/9/2023	\$1,911.07	100013-62450	EE Dev Meet Trav Meal Lodge	100013-63060	Board and Committee Expenses

Department Head Signature: *Crista Denton Knapp* 03/09/2023 *AK*
Commissioner Signature: _____

FY 2022-2023 BUDGET EXPENDITURES REVENUES
DRAFT 05/23/2022

Department	Status	Expenditures	Expenditures Budgeted Acct #		Revenues	Revenues Budgeted Acct #		Cash Match \$	Match Budgeted Acct #	CFDA #	Notes
COMISSIONERS											
CSBG	Carryover	\$45,000.00	10506.6368.01		\$45,000.00	1.4386.10506		\$0.00	N/A	93.569	
CSBG	Anticipated/In account	\$222,790.00	10506.6368.01		\$222,790.00	1.4386.10506		\$0.00	N/A	93.569	Application \$222,790
CSBG- CARES ACT	Carryover	\$83,073.58	10506.6368.01		\$279,602.00	1.4386.10506		\$0.00	N/A	93.569	\$279,602 April 83,073.58 Ends 9/30/22
BJA- CARES ACT	In account	\$0.00	014.7078		\$0.00	1.4490		\$0.00	N/A	16.034	\$63,682 \$19,029 Ends 1/31/22
CARE Board Special Account (Expenses Only)	In account	\$1,911.07	40213.6531		N/A	1.4771.4		\$0.00	N/A	N/A	
EDA Marketing Grant	In account	\$86,663.20	014.7078		\$86,663.20	1.4490		\$160,000.00	13.7072	11.307	\$210,000 April 86,663.20 Ends 9/28/22
EDA ACPIE ECED's FUNDS	In account	\$110,000.00	013.6342		\$1,350,000.00	013.6342		\$0.00	N/A	11.307	IN CAROL'S BUDGET. NOT A GRANT. Want to make sure it gets accounted for.
EDA Pronghorn Industrial	In account	\$2,769,869.00			\$110,000.00			\$593,423.95			
WBC ACPIE (Advanced Carbon)	Carryover	\$574,931.00	20201.7052		\$574,931.00	1.4392.20201		\$83,373.00	N/A	N/A	\$1,500,000 December \$574,931 Ends 6/30/26
WBC Loan - 345 Sinclair Purchase (ECDC)	Carryover	\$25,940.00	20201.7052		\$25,940.00	1.4392.20201		\$0.00	N/A	N/A	
COMMISSIONERS TOTALS		\$3,920,177.85			\$2,694,926.20			\$0.00			

PASSTHROUGH GRANTS											
TANF/CPI	In account	\$91,000.00	10501.6368.01		\$91,550.00	1.4386.10501		\$0.00	N/A	93.558	Application \$152,925
VOA	In account	\$0.00	10202.6145.02		\$22,669.00	1.4386.10202		\$0.00	N/A	16.540	Didn't apply for Grant
PASSTHROUGH GRANTS TOTAL		\$91,000.00			\$114,219.00			\$0.00			

ANTICIPATED/ UNANTICIPATED											
Anticipated	Anticipated	\$0.00	014.7078		\$0.00	1.4490		\$0.00	N/A	N/A	NOT INCLUDED IN TOTAL
Unanticipated	Anticipated	\$1,500,000.00	014.7078		\$1,500,000.00	1.4490					NOT INCLUDED IN TOTAL
TOTALS OF ALL GRANTS											

1460877.000	5,345.27	3761.13
175247.250	225,020.60	89059.41
175247.250	1,474,104.50	1286.75
\$ 1,811,371.50	1704470.370	\$ 106,901.13
		371.25
		121331.87
		623.5
		8586.68

BUDGET LINE-ITEM TRANSFER

TO: Grace Davis & Board of Commissioners
FROM: Marie Boyle, Solid Waste - *Public Works*
DATE: 03/17/2023
SUBJECT: Budget Line-Item Transfer Request

Please make the following Budget line-item transfers:

	Transfer From:			Transfer To:	
Date of Entry	Amount	Account # <i>10002</i>	Account Name	Account # <i>10002</i>	Account Name
03/17/2023	\$3,150	082.62260	Professional Services	082.62720	Software Cost

Department Head Signature: _____

Commissioner Signature: _____

Marie Boyle *gd 3/17/23*

BUDGET LINE-ITEM TRANSFER

TO: Grace Davis & Board of Commissioners
FROM: Parks and Recreation
DATE: 3/14/2023
SUBJECT: Budget Line-Item Transfer Request & Project strings amendment

Please make the following Budget line-item transfers:

	Transfer From:			Transfer To:	
Date of Entry	Amount	Account #	Account Name	Account #	Account Name
3/14/2023	1850.00	100776-60005	Full-Time Regular	100771-60100	Full-Time OT

Department Head Signature:

 182

Commissioner Signature: _____

APPENDIX I



Campbell County

Mobile Computing Device Request

This form is to be used to request access to the Campbell County Network for use by a mobile computing device. This device may be a personally owned device or a County owned device. Requests for the authorization to purchase a County owned device should be made through the budget process. This form also acknowledges your understanding and acceptance of the Campbell County Personnel Guideline 507. Electronic Data and Voice Communications Equipment Use.

Employee Information

Name: Michaela Cina

Employee #:

Title: Aquatic Manager

Department: CCPR Pool

Supervisor Name: Adam Gibson

Type of Device access is being requested for: email on personal phone

Owner of the device (i.e. Personal, County owned): personal

Level of Access Requested:

Justification:

Department Head Approval

I hereby request the employee named above be given access to the Campbell County Network based on the information provided above.

Signature:

A handwritten signature in blue ink, appearing to read "Dwight Dickey", is written over a horizontal line.

Date:

3-14-2023

Date of Approval:

Date of Denial:

Reason for Action:

Commissioner Signature:

March 17, 2023

Campbell County Board of Commissioners
Chairman Faber and Board of Commissioners
500 South Gillette Ave
Gillette, WY 82717

City of Gillette
Mayor Lundvall and Council Members
201 E. 5th Street
Gillette, WY 82716

Greetings,

As per the CCPLB Special Events Account policy for expenditures greater than \$35,000, the CCPLB respectfully requests approval for the use of \$36,500 for the purchase of livestock panels for the National High School Finals Rodeo.

The NHSRA has directed that for reasons of personnel safety and livestock handling best practices, the existing penning set-up no longer meets the requirements of the association. To accommodate the request, CAM-PLEX will need to construct thirteen additional handling pens and a new timed event ally allowing for the separation of timed-event and rough-stock livestock. CAM-PLEX's existing inventory of W&W panels are fully utilized and this change will require purchase of additional W&W panels. Additionally, the association requested that CAM-PLEX no longer use the stripping chute and lead up panels that have been retrofitted with wood boards wired onto them. This requires the purchase of steel sheeted W&W panels.

Whereas the National High School Finals Rodeo is accounted for within the Special Event Account and account funds are required to be used for Special Event expenses, the CCPLB has unanimously approved the use of \$36,500 of Special Event Account funds for the purchase of the necessary panels.

Procedurally, the CCPLB requests your approval for the use of these funds as the amount of \$36,500 exceeds the \$35,000 threshold requiring the joint approval from the City of Gillette and Campbell County Board of Commissioners.

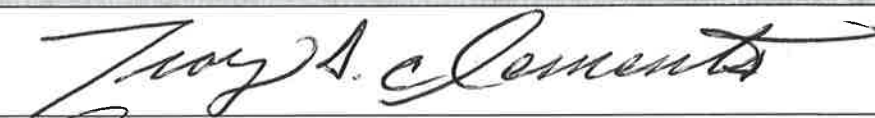
Respectfully,



Darin Edmonds
Campbell County Public Land Board
Board Chairman

2023-032

Position Vacancy Justification

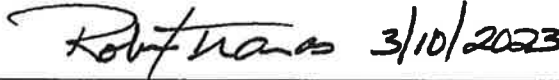
Department:	Assessor's Office		Date:	3/14/2023	
Position Title:	Appraiser				
Classification Grade:	106	Current Salary of Incumbent:	\$20.33/hr		
Salary Range:	Min \$20.18	Mid \$25.64	Max \$31.09		
Justification for Hiring Position:	Current employee is leaving to be a stay-at-home mom.				
Termed Incumbent:					
Position Originated:	Prior to 2000				
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: X		Replacement due to Retirement:		New Position:
Existing Budgeted Position:	Yes				
Benefit Eligible:	Yes				
Department Head Signature & Date	 3-14-23				
H.R. Resources Director Approval & Date	 3/14/2023				
Commissioner Approval & Date					

2023-034 Position Vacancy Justification

Department:	Assessor's Office	Date:	3/16/2023
Position Title:	Appraiser		
Classification Grade:	106	Current Salary of Incumbent:	\$20.33/hr
Salary Range:	Min \$20.18	Mid \$25.64	Max \$31.09
Justification for Hiring Position:	Current employee is retiring.		
Termed Incumbent:			
Position Originated:	Prior to 2000		
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:	Replacement due to Retirement: X	New Position:
Existing Budgeted Position:	Yes		
Benefit Eligible:	Yes		
Department Head Signature & Date	<i>Troy A. Clements</i> 3-16-2023		
H.R. Resources Director Approval & Date	<i>[Signature]</i> 3/16/23		
Commissioner Approval & Date			

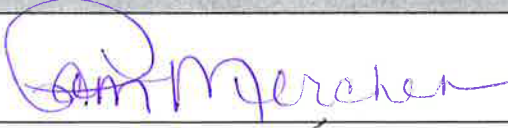
2023-027

Position Vacancy Justification

Department:	Children's Developmental Services of Campbell County			Date:	3/10/23
Position Title:	Early Childhood Special Education Manager				
Classification Grade:	113	Current Salary of Incumbent:	99617.86		
Salary Range:	Min \$78,873.60	Mid \$100,204	Max \$121,534		
Justification for Hiring Position:	Filling existing budgeted position.				
Termed Incumbent:					
Position Originated:					
Funding Source for Position:	County: NO	State: Yes	Federal: Yes	Other:	Explain Other:
Status Code:	Full-Time Yes	Part-Time No	Number of Annual Hours:		2080
Reason for Vacancy:	Replacement due to Termination: No		Replacement due to Retirement: Yes		New Position:
Existing Budgeted Position:	Yes				
Benefit Eligible:	Yes				
Department Head Signature & Date	 3/10/2023				
H.R. Resources Director Approval & Date	 3/13/23				
Commissioner Approval & Date					

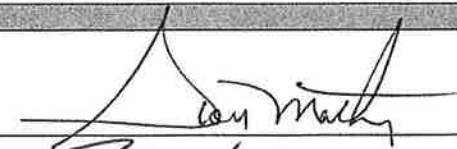
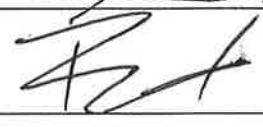
2023-026

Position Vacancy Justification

Department:	District Court			Date:	03/10/2023
Position Title:	Deputy Clerk I (Part-time file clerk less than 20 hours)				
Classification Grade:	102	Current Salary of Incumbent:	15.85/hour		
Salary Range:	Min 32,968.00	41,880.80	50,793.60		
Justification for Hiring Position:	Debora is resigning because she needs more hours and benefits. She is part-time in the morning to pull and put away files.				
Termed Incumbent:					
Position Originated:					
Funding Source for Position:	County: XX	State:	Federal:	Other:	Explain Other:
Status Code:	Full-Time	Part-Time XX	Number of Annual Hours:		Less than 20
Reason for Vacancy:	Replacement due to Termination: XX		Replacement due to Retirement:		New Position:
Existing Budgeted Position:	Yes				
Benefit Eligible:	No				
Department Head Signature & Date	 3/10/2023				
H.R. Resources Director Approval & Date	 3/10/2023				
Commissioner Approval & Date					

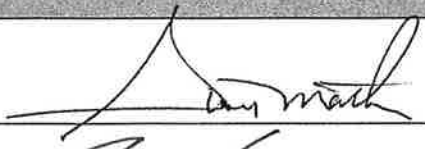
2023-028

Position Vacancy Justification

Department:	Sheriff's Office			Date:	3/9/2023
Position Title:	Detention Officer / Deputy Sheriff				
Classification Grade:	109	Current Salary of Incumbent:	\$28.84		
Salary Range:	Min \$26.62	Mid \$33.82	Max \$41.01		
Justification for Hiring Position:	Filling existing budgeted position.				
Termed Incumbent:	Deputy Sheriff (Resigned 7/23/22)				
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					3/13/2023
H.R. Resources Director Approval & Date					
Commissioner Approval & Date	3/13/23				

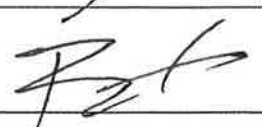
2023-029

Position Vacancy Justification

Department:	Sheriff's Office	Date:	3/9/2023
Position Title:	Detention Officer / Deputy Sheriff		
Classification Grade:	109	Current Salary of Incumbent:	\$31.14
Salary Range:	Min \$26.62	Mid \$33.82	Max \$41.01
Justification for Hiring Position:	Filling existing budgeted position.		
Termed Incumbent:	Deputy Sheriff (Resigned 9/9/22)		
Position Originated:	Budgeted Position for Fiscal Year 2022-2023		
Funding Source for Position:	County: Yes	State:	Federal:
			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	 3/13/2023		
H.R. Resources Director Approval & Date	 3/13/23		
Commissioner Approval & Date			

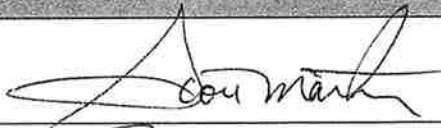
2023-030

Position Vacancy Justification

Department:	Sheriff's Office	Date:	3/9/2023
Position Title:	Detention Officer / Deputy Sheriff		
Classification Grade:	109	Current Salary of Incumbent:	\$36.10
Salary Range:	Min \$26.62	Mid \$33.82	Max \$41.01
Justification for Hiring Position:	Filling existing budgeted position.		
Termed Incumbent:	Deputy Sheriff (Resigned 3/1/23)		
Position Originated:	Budgeted Position for Fiscal Year 2022-2023		
Funding Source for Position:	County: Yes	State:	Federal:
			Other:
Status Code:	Full-Time Yes	Part-Time	Number of Annual Hours: 2,080
Reason for Vacancy:	Replacement due to Termination:	Replacement due to Retirement: Yes	New Position:
Existing Budgeted Position:	Yes		
Benefit Eligible:	Yes		
Department Head Signature & Date	 3/13/2023		
H.R. Resources Director Approval & Date	 3/13/23		
Commissioner Approval & Date			

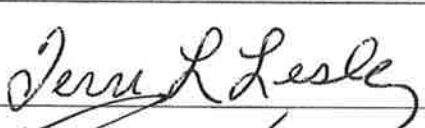
2023-031 -

Position Vacancy Justification

Department:	Sheriff's Office			Date:	3/13/2023
Position Title:	Legal Advisor				
Classification Grade:	113	Current Salary of Incumbent:	\$115,530.84		
Salary Range:	Min \$78,873.60	Mid \$100,204.00	Max \$121,534.40		
Justification for Hiring Position:	Filling existing budgeted position.				
Termed Incumbent:	Legal Advisor (Resignation 6/1/2023)				
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:		2,080
Reason for Vacancy:	Replacement due to Termination:		Replacement due to Retirement: Yes		New Position:
Existing Budgeted Position:	Yes				
Benefit Eligible:	Yes				
Department Head Signature & Date					3/13/2023
H.R. Resources Director Approval & Date					3/14/23
Commissioner Approval & Date					

2023-025

Position Vacancy Justification

Department:	Library	Date:	03/08/2023
Position Title:	Branch Services Specialist		
Classification Grade:	106	Current Salary of Incumbent:	\$29,382.08
Salary Range:	Min \$20.18	Mid \$25.64	Max \$31.09
Justification for Hiring Position:	This position is essential to deliver effective library services to the Wright community. The position holds many responsibilities including: circulation of library materials, managing patron records and registrations, and maintaining Wright Branch Library collections.		
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: 1456 (28/week)
Reason for Vacancy:	Replacement due to Termination: X	Replacement due to Retirement:	New Position:
Existing Budgeted Position:	Yes		
Benefit Eligible:	Yes		
Department Head Signature & Date	 3/7/2023		
H.R. Resources Director Approval & Date	 3/9/23		
Commissioner Approval & Date			

2023-033 Position Vacancy Justification

Department:	PUBLIC WORKS – CUSTODIAL		Date:	3/15/23	
Position Title:	CUSTODIAN I				
Classification Grade:	102	Current Salary of Incumbent:	15.85		
Salary Range:	Min 15.85	Mid 20.14	Max 24.42		
Justification for Hiring Position:	TERMINATION				
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: X		Replacement due to Retirement:		New Position:
Existing Budgeted Position:	YES				
Benefit Eligible:	YES				
Department Head Signature & Date	 3/15/2023				
H.R. Resources Director Approval & Date	 3/15/23				
Commissioner Approval & Date					

The following page(s) contain the backup material for Agenda Item: [9:10 District Support Grant, Central Campbell County ISD](#)

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

**Department of Public Works - Engineering Division**

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

DISTRICT SUPPORT GRANT MEMORANDUM**SECTION 1 - General**

FROM: Clark Melinkovich, P.E., Public Works Senior Engineer *CM*
TO: Board of County Commissioners
SUBJECT: District Support Grant Application From: **Central Campbell County I&S**
DATE: 3/21/2023

Central Campbell County I&S has submitted a District Support Grant application in the amount of \$3,450.00
for street sweeping

SECTION 2 - Grant Type and Priority **Priority 8, Street Sweeping****SECTION 3 - Costs and Eligibility** **Enlargement Eligible? Yes**

Total Number of District Lots:	454			
Total allowable grant over a 5-yr period:	454	lots	@	\$1,500 \$ 250,000
Total amount of Grants approved over current 5-yr period:				\$ 65,347
Total amount not subject to \$1500/lot limitation				\$ 15,700
Remaining Grant eligibility this current 5-yr period:				\$ 200,353
Current Fiscal Year Awards	\$ -			O.K.
Remaining Eligibility this Fiscal Year	\$ 50,000	O.K.		

SECTION 4 - Compliance

Central Campbell County I&S District is compliant with the elections office per a 2/28/2023 memo

SECTION 5 - Analysis

Total Estimated Project Cost: \$6,900.00

Priority 8, Street Sweeping (PR-8) 50%, up to \$7500 per year

%	Total	Grant	Item
100		\$0.00	
50	\$6,900.00	\$3,450.00	street sweeping
33		\$0.00	
25		\$0.00	
Totals	\$6,900.00	\$3,450.00	

SECTION 6 -Quotes Received

	Company	Total	Notes:
1	DRM	\$6,900.00	
2			
3			
4			

SECTION 7 - Recommendation

I recommend the Board approve the District Support Grant request from Improvement and Service District in an amount not to exceed for street sweeping	Central Campbell County I&S \$3,450.00	Funding History	
		5 year	\$65,347
		10 year	\$211,326
		Since Incept	\$684,156
Approved? Y or N	\$	Date Approved	

056 2022.09



MAR 10 2023

DISTRICT SUPPORT GRANT APPLICATION

District Name: Central Campbell County I&SD Requested Amount: \$3,450.00

Mailing Address: 6304 Irving Blvd Gillette WY 82718

Contact Person: Robert Meigs/Linda Gaudard

Day Time Phone: 307-686-1221

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

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

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

Description of proposed project: (Include engineering reports, portion to be funded by grant, etc.)
Street Sweeping in the Sleepy Hollow Subdivision

Total project cost (estimated) (itemize on separate sheet): \$6,900.00

Projected start date: 05/01/23 Projected completion date: 05/15/23

Briefly describe why the project is needed: The street sweeping will remove the build-up of sand and gravel accumulated during the previous year.

Governing Board members: Robert Meigs, Robert Zabel, Ben Ortiz

Acreage (approximate) of district or proposed district: approximately 240 acres

Date of district formation (if applicable) 06/24/86

Number of lots: 455 residences, 1 school, 1 fire station, 2 parks

Population of District: The population reported in 2020 was 1,227.

Ratio of Developed and undeveloped land: 100% with 1 unimproved lots in Hunter Estates

Is area legally platted? Yes

District boundary map included? No

Is District Zoned? Yes If so, what is it zoned? Sleepy Hollow and Hunter are R-1 and The Meadows is A-L

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

FINANCIAL INFORMATION

Current Mill Levy for the Subdivision	\$	135,000 (16.712)
---------------------------------------	----	------------------

Current Assessed Valuation (County Assessor's Office)	\$	9,244,785
---	----	-----------

Current Indebtedness	\$ 0
----------------------	------

Current Income statement and balance sheet \$ attached

Water and sewer rates, tap fees, plant investment fees, association or district dues (Describe)

\$70/month dues for Sleepy Hollow and Hunter Estates (sewer and water) – 442 lots and \$50/month for The Meadows (water) – 14 lots.

Will project generate user fees, charges, other revenues or income revenue?

Yes No X

List and describe other potential funding sources:

None

Other pending applications for funding:

None

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

Respectfully submitted,

Paul H. Wieg

Title: PRESIDENT

Attest:

Linda Paulac
Secretary

Secretary

3:05 PM

CENTRAL CAMPBELL COUNTY IMPROVEMENT & SERVICE DISTRICT

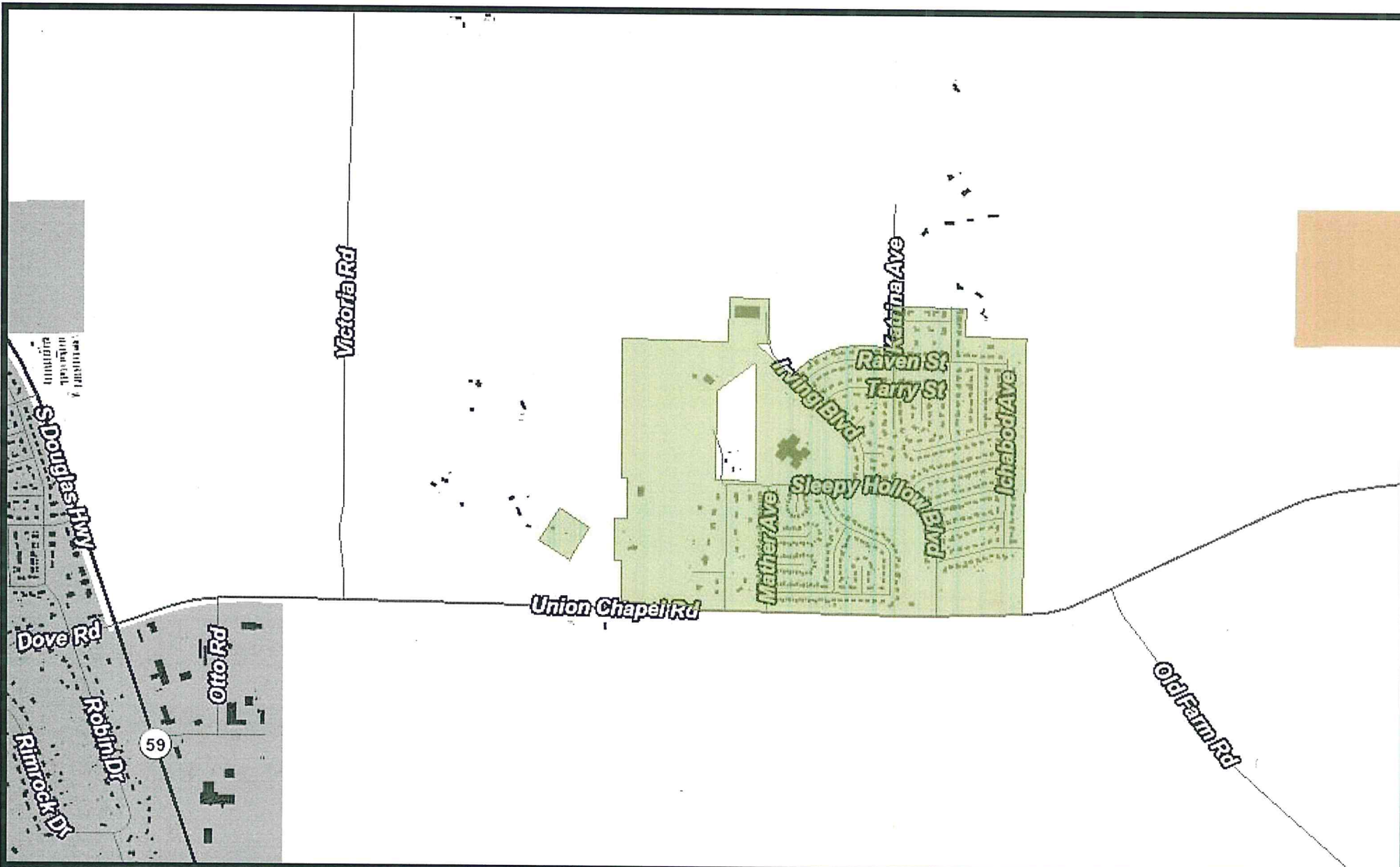
03/09/23

Balance Sheet

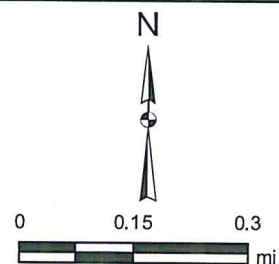
Accrual Basis

As of March 9, 2023

	Mar 9, 23
ASSETS	
Current Assets	
Checking/Savings	
Security State Bank Checking	5,036.46
Security State Bank Money Marke	237,240.72
WYO-STAR	620,874.89
Total Checking/Savings	863,152.07
Accounts Receivable	
Accounts Rec. Storage Fees	2,953.06
Total Accounts Receivable	2,953.06
Total Current Assets	866,105.13
Fixed Assets	
Asset Costs	
Building	159,912.58
Equipment	98,003.51
Land & Improvements	
Pavement Project	794,205.50
Regular land & improvement	186,473.39
Land & Improvements - Other	688,012.21
Total Land & Improvements	1,668,691.10
Meters, lines & tanks	3,255,323.11
Waste water plant & taps	653,135.50
Total Asset Costs	5,835,065.80
Total accumulated depreciation	-3,553,174.82
Total Fixed Assets	2,281,890.98
TOTAL ASSETS	3,147,996.11
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Prepaid storage fees	-112.50
Total Other Current Liabilities	-112.50
Total Current Liabilities	-112.50
Long Term Liabilities	
Deferred Revenue - Prepaid Rent	42,750.00
Total Long Term Liabilities	42,750.00
Total Liabilities	42,637.50
Equity	
Retained Earnings	2,963,946.69
Net Income	141,411.92
Total Equity	3,105,358.61
TOTAL LIABILITIES & EQUITY	3,147,996.11



Date: 3/10/2023
Time: 9:12:28 AM



CAMPBELL COUNTY, WYOMING

DEPARTMENT
OF PUBLIC WORKS

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

The following page(s) contain the backup material for Agenda Item: [9:15 District Support Grant, Overbrook ISD](#)

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



Department of Public Works - Engineering Division

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

DISTRICT SUPPORT GRANT MEMORANDUM

SECTION 1 - General

FROM: Clark Melinkovich, P.E., Public Works Senior Engineer *CM*
TO: Board of County Commissioners
SUBJECT: District Support Grant Application From: **Overbrook I&S**
DATE: 3/21/2023
Overbrook I&S has submitted a District Support Grant application in the amount of **\$3,333.80**
 for W base limestone and mag chloride

SECTION 2 - Grant Type and Priority Priority 6, Gravel Road

SECTION 3 - Costs and Eligibility Enlargement Eligible? Yes

Total Estimated Project Cost:	\$13,335			
Total Number of District Lots:	26			
Total allowable grant over a 5-yr period:	26	lots	@	\$1,500
				\$ 39,000
Total amount of Grants approved over current 5-yr period:				\$ 16,640
Total amount not subject to \$1500/lot limitation				\$ 4,500
Remaining Grant eligibility this current 5-yr period:				\$ 26,860
Current Fiscal Year Awards	\$	-		O.K.
Remaining Eligibility this Fiscal Year	\$	50,000	O.K.	

SECTION 4 - Compliance

Overbrook I&S District is compliant with the elections office per a **2/28/2023** memo

SECTION 5 - Analysis Priority 6, Gravel Road

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

%	Total	Grant	Item
100	\$0.00	\$0.00	
50		\$0.00	
33	\$0.00	\$0.00	
25	\$13,335.20	\$3,333.80	W base limestone gravel and mag chloride
Totals	\$13,335.20	\$3,333.80	

SECTION 6 - Quotes Received

	Company	Total	Dustbusters Inc. \$7735.2
1	Earthwork Solutions	\$ 5,600.00	
2	Kuhbacher Trucking	\$ 6,900.00	
3	Melgaard Const	\$ 7,000.00	
4			

SECTION 7 - Recommendation

I recommend the Board approve the District Support Grant request from Overbrook I&S Improvement and Service District in an amount not to exceed \$3,333.80 for W base limestone and mag chloride	Funding History	
	5 year	\$16,640
	10 year	\$17,181
	Since Incept	\$28,947
Approved? Y or N	\$	Date Approved

DSG 2022.07



FEB 28 2023

DISTRICT SUPPORT GRANT APPLICATION

District Name: Overbrook Improvement & Service District Requested Amount: \$3,333.80

Mailing Address: PO Box 7221, Gillette, WY 82717

Contact Person: Heather Wichert, Vice President

Day Time Phone: 307-351-9354

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

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

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

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

Haul in and place up to 200 tons of W-Base limestone on the two curves on Overbrook Road, the approach to Force Road as well as other areas that need rock. The District will spread the rock and prepare for dust control. Mag chloride on all of the district's roads to reduce dust and prolong the life of the roads.

Total project cost (estimated) (itemize on separate sheet): \$13,335.20

Dust control \$7,735.20 + W-base limestone (200 tons) \$5,600.00

Projected start date: 3/5/23 Projected completion date: 10/31/23

Briefly describe why the project is needed:

The two corners on Overbrook Road tend to wear quickly, so this project would apply rock on these corners as needed as well as the approach to Force Road and any other areas that need it – areas where the rock is getting thin. Mag chloride will be applied to all of the roads in the District to reduce dust and prolong the life of the roads.

Governing Board members: Tyler Miller, President / Heather Wichert, Vice President / Barb Pilon, Secretary/Treasurer

Acreage (approximate) of district or proposed district: 207.74 acres

Date of district formation (if applicable) December 20, 2005

Number of lots: 26

Population of District: 80 +/-

Ratio of Developed and undeveloped land: 2 unimproved

Is area legally platted? Yes

District boundary map included? Yes

Is District Zoned? Yes If so, what is it zoned? R-R

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

FINANCIAL INFORMATION

Current Mill Levy for the Subdivision \$ 30,000.00

Current Assessed Valuation (County Assessor's Office) \$ 964,871

Current Indebtedness \$ 0

Current Income statement and balance sheet \$ 32,041.82 (bank account)

Water and sewer rates, tap fees, plant investment fees, association or district dues (Describe)

The annual assessment is \$1,200 per lot. The annual assessment includes 15,000 gallons of water per month. Water meters are read monthly, and water usage charges are billed under the following fee schedule each month:

\$1.75 for water usage over 15,000 gallons up to 30,000 gallons plus

\$3.50 per 1,000 gallons over 30,000 gallons up to 50,000 gallons plus

\$7.00 per 1,000 gallons over 50,000 gallons.

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

List and describe other potential funding sources:

None

Other pending applications for funding:

None

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

None

Respectfully submitted,

(SEAL)

Heather Wickert

Title: Vice President

Attest:

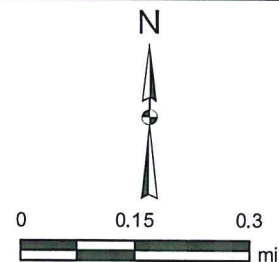
Bianca Filer

Secretary

2/27/23



Date: 2/28/2023
Time: 9:37:20 AM



CAMPBELL COUNTY, WYOMING

DEPARTMENT
OF PUBLIC WORKS

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

The following page(s) contain the backup material for Agenda Item: [9:20 District Support Grant, Prairieview Champion Ventures ISD](#)

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

**Department of Public Works - Engineering Division**

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

DISTRICT SUPPORT GRANT MEMORANDUM**SECTION 1 - General**

FROM: Clark Melinkovich, P.E., Public Works Senior Engineer *CM*
TO: Board of County Commissioners
SUBJECT: District Support Grant Application From: **Prairieview Champion Ventures I&S**
DATE: 3/21/2023
Prairieview Champion Ventures I&S has submitted a District Support Grant application in the amount of **\$2,160.00** for Street Sweeping

SECTION 2 - Grant Type and Priority **Priority 8, Street Sweeping****SECTION 3 - Costs and Eligibility** **Enlargement Eligible?** **No**

Total Number of District Lots:	76				
Total allowable grant over a 5-yr period:	76	lots	@	\$1,500	\$ 114,000
Total amount of Grants approved over current 5-yr period:					\$ 9,360
Total amount not subject to \$1500/lot limitation					\$ 9,360
Remaining Grant eligibility this current 5-yr period:					\$ 114,000
Current Fiscal Year Awards	\$	-			O.K.
Remaining Eligibility this Fiscal Year	\$	50,000	O.K.		

SECTION 4 - Compliance**Prairieview Champion Venture:** District is compliant with the elections office per a **3/7/2023** **memo****SECTION 5 - Analysis**Total Estimated Project Cost: **\$4,320.00**

Priority 8, Street Sweeping (PR-8) 50%, up to \$7500 per year

%	Total	Grant	Item
100		0.00	
50	4,320.00	2,160.00	street sweeping
33		0.00	
25		0.00	
Totals	\$ 4,320	\$ 2,160	

SECTION 6 - Quotes Received

	Company	Total
1	DRM	\$4,320.00
2		
3		
4		

SECTION 7 - Recommendation

I recommend the Board approve the District Support Grant request from Improvement and Service District in an amount not to exceed for Street Sweeping	Prairieview Champion Venture \$2,160.00	Funding History	
		5 year	\$9,360
		10 year	\$91,356
		Since Incept	\$298,229
Approved? Y or N	\$	Date Approved	



2022.08

DISTRICT SUPPORT GRANT APPLICATION

MAR - 8 2023

District Name: Prairieview Champion ISD Requested Amount: \$2,160.00

Mailing Address: PO Box 471, Gillette, WY 82717

Contact Person: Gayle Nannemann, President

Day Time Phone: 307-682-9082

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

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

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

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

Total project cost (estimated) (itemize on separate sheet: \$4,320.00

Projected start date: April 15, 2023 Projected completion date: August 31, 2023

Briefly describe why the project is needed:

Street sweeping to remove sand and debris from streets to keep the dust down, preventing the build up of rock along the sides of the streets, and preventing materials from being ground into the streets, causing earlier crumbling or unraveling of asphalt

Governing Board members: Gayle Nannemann, President / Russ Opp, Vice President / Susan Wilson, Secretary/Treasurer

Acreage (approximate) of district or proposed district: 207 +/- acres

Date of district formation (if applicable) July 15, 1991

Number of lots: 76 total parcels

Population of District: 300 (approximately)

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

Is area legally platted? Yes

District boundary map included? Yes

Is District Zoned? Yes/No If so, what is it zoned? I-1 and I-2

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

FINANCIAL INFORMATION

Current Mill Levy for the Subdivision \$ 60,040.00 (assessments)

Current Assessed Valuation (County Assessor's Office) \$ 3,136,049.00

Current Indebtedness \$ 0.00

Current Income statement and balance sheet \$ 273,096 (District Funds)

Water and sewer rates, tap fees, plant investment fees, association or district dues (Describe)
\$760.00 per year per lot

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

List and describe other potential funding sources:

None

Other pending applications for funding:

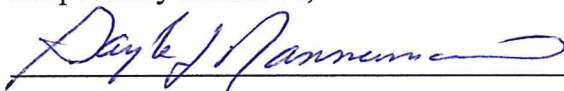
None

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

None

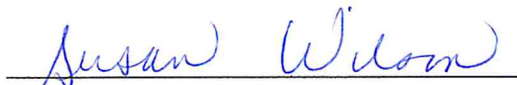
Respectfully submitted,

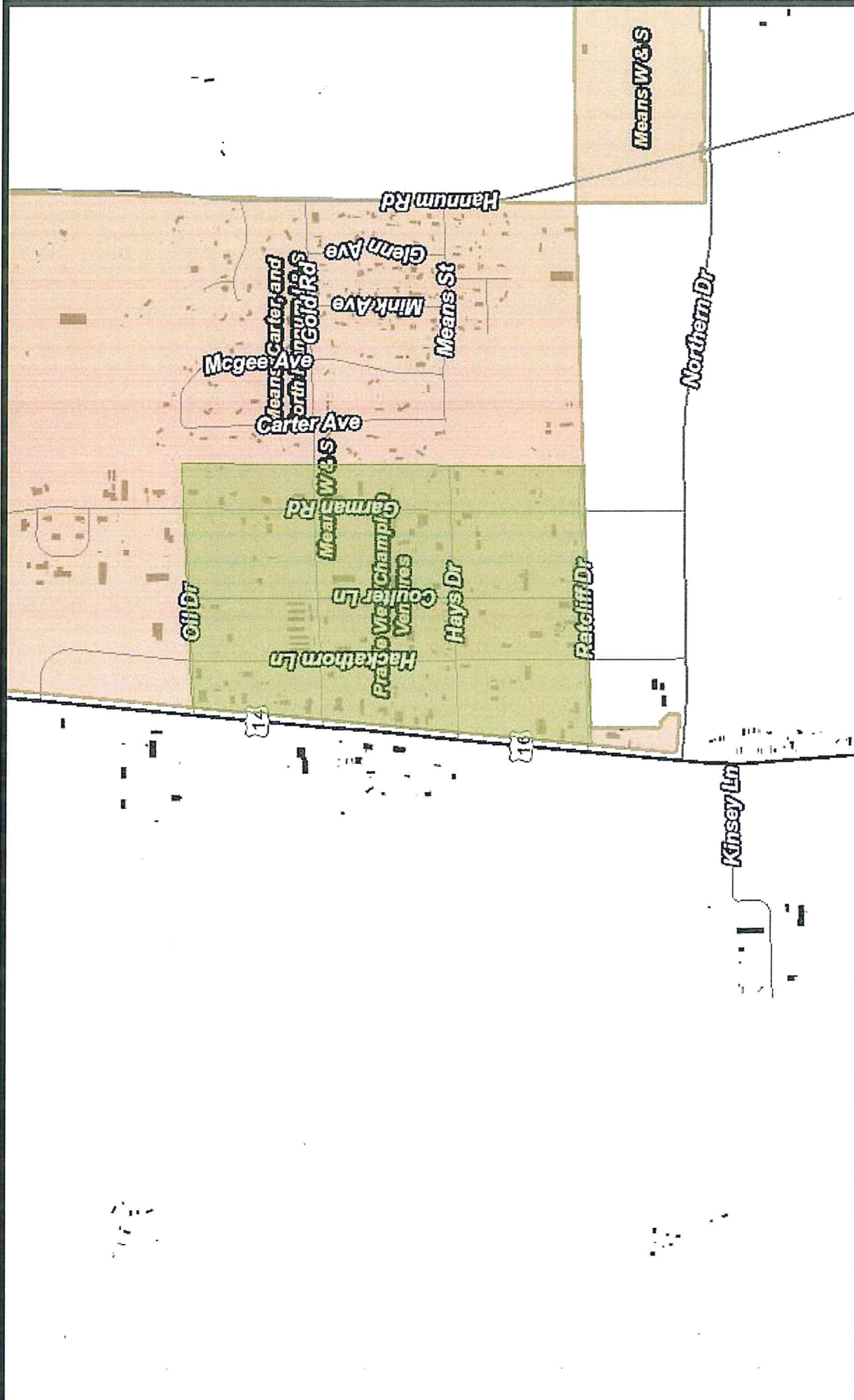
(SEAL)



Title: Pres

Attest:

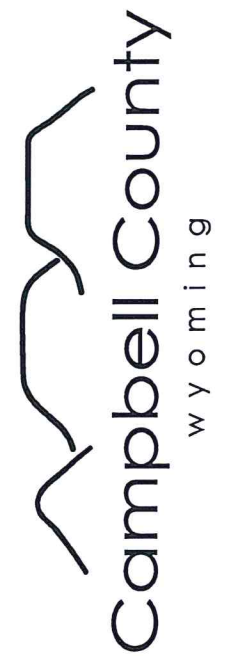
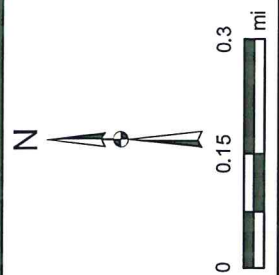

Secretary



CAMPBELL COUNTY, WYOMING

DEPARTMENT
OF PUBLIC WORKS

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



The following page(s) contain the backup material for Agenda Item: [9:25 Inclement Weather Policy Revision – Personnel Guideline](#)

*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, Chairperson
Dell, Shelstad
Kelley McCreery
Jim Ford
Butch Knutson

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

DATE: March 21, 2023

SUBJECT: Inclement Weather Policy Change- Personnel Guidelines

The Human Resources Department is recommending the following addition to the current 411-Inclement Weather or Emergency Closing policy in the Personnel Guidelines. Due to recent events it is important to add a clarifying statement for departments that are open during evenings and weekends.

Revision/Added Verbiage:

If a department operates outside of standard business hours (nights and weekends) the supervisor or department head must gain approval for closure from the Chairman of the Board of Commissioners and the Executive Administrative Director to close operations. Any other departments open at that time will be contacted for closure as well. Once approval is granted for closure, Payroll and Human Resources must be notified of approval.

Thank you for your consideration of these revisions. I look forward to answering any questions you may have.

411. INCLEMENT WEATHER OR EMERGENCY CLOSINGS

When a potentially hazardous weather or emergency situation exists, a decision may be made to close or delay operations of Campbell County departments/agencies. This decision will be made after consulting the National Weather Service, Emergency Management, emergency response agencies and other applicable entities. Notification of County agency closings will be issued as soon as possible by the Commissioners' Office and distributed to all agencies and the media. (Note: Due to the nature of their work, part or all of some departments/agencies may be required to remain open.) If a department operates outside of standard business hours (nights and weekends) the supervisor or department head must gain approval for closure from the Chairman of the Board of Commissioners and/or the Executive Administrative Director to close operations. Any other departments open at that time will be contacted for closure as well. Once approval is granted for closure, Payroll and Human Resources must be notified of approval.

When there is an approved closure of part or all of a department/agency, employees will not lose pay due to the loss of opportunity to work.

If an employee:

- does not have the opportunity to work, they will receive inclement weather pay for their base scheduled hours for that shift.
- works for part of their scheduled shift during a closure, they will receive inclement weather pay for the number of hours needed to total their base scheduled hours for that shift.
- works their entire base scheduled shift, they will not receive inclement weather pay.
- was not planning to work, (i.e., they were on vacation or sick leave) they will not receive inclement weather pay.

Time for which an employee receives inclement weather pay, like any other pay for time not worked, will not be considered when calculating hours worked or overtime for any given time period. Employees shall remain available to return to work immediately when the department/agency reopens.

If an employee chooses to leave early due to hazardous weather or cannot report to work due to road closures but the department/agency is open, and they have the opportunity to work, employees will be required to use applicable paid time off for hours not worked. However, if the employee was available and attempting to work, once their department/agency is closed they can use the inclement weather pay made available during the closure to make themselves whole.

Effective Date: 4/6/2010	Guideline Number: 411
Adoption Date: 10/5/1993	Approved By: Board of Commissioners
Revision Dates: 4/6/2010, 3/21/2023	Signature:

The following page(s) contain the backup material for Agenda Item: [9:30 Social Media Use Policy Revision – Personnel Guideline](#)

*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, Chairperson
Dell, Shelstad
Kelley McCreery
Jim Ford
Butch Knutson

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

DATE: March 21, 2023

SUBJECT: 508- Social Media Use- Personnel Guidelines

The Human Resources Department is recommending the following addition to the current 508-Social Media Use policy in the Personnel Guidelines. Due to the everchanging social media environment, it is important that we add productive work environment verbiage to the policy. The revision outlines the expectations of conduct for County employees on social media.

Revision/Added Verbiage:

1. Employees should always be fair and courteous to fellow employees, vendors, or individuals who work on behalf of the County. Employees should keep in mind that work-related complaints are most likely to be resolved by speaking directly to the co-workers or other individuals to address misunderstandings or conflicts. Posting such work-related complaints to a social media outlet is less likely to resolve conflicts or concerns.
2. If an employee decides to post complaints or criticism regarding the County or County-related topics, they must avoid using statements, photographs, and video/audio that could reasonably be viewed as malicious, defamatory, obscene, threatening, or intimidating towards employees, vendors, or individuals who work on behalf of the County or that may constitute harassment or bullying. In addition, the employee must refrain from disclosing confidential or legally protected information in any social media post. Examples of such conduct might include, but are not limited to, offensive posts meant to intentionally harm someone's reputation or posts that could contribute to a hostile work environment based on race, color, religion, sex, national origin, disability, age, genetic information, military or veteran status or any other status protected by applicable law. Inappropriate postings on any topic directed at anyone or no specific party, such as discriminatory remarks, harassment, and threats of

violence or similar inappropriate or unlawful conduct will not be tolerated and will subject employees to disciplinary action up to and including termination of employment.

Thank you for your consideration of these revisions. I look forward to answering any questions you may have.

508. SOCIAL MEDIA USE

Purpose

Campbell county officials, agents, and employees use social media and networking sites to communicate with stakeholders, media, employees, constituents, citizens, and visitors. Social media sites provide an avenue to disseminate timely information to the public and enables Campbell County to easily receive feedback. The purpose of this policy is to:

- Provide uniform guidelines by which information regarding County activities, issues, initiatives, and policies will be disseminated using social media.
- Give direction on the rights and responsibilities for using social media.
- Provide guidance for employee private use of social media.
- Outline the County's policy for assessing and managing comments and replies posted on Campbell County's social media.
- Provide guidance on the use of linked websites; and,
- Describe the procedures for retaining records of social media posts.

Any Campbell County social media site that predates this policy needs to be reported to the Office of Campbell County Commissioners within five (5) business days of this policy's adoption.

Permitted Social Media Platforms

County departments may utilize only the following social media platforms:

1. Facebook
2. Instagram, and
3. YouTube
4. LinkedIn

No other social media platform may be utilized other than the approved platforms.

Establishing Social Media Platform Accounts

All county departments proposing to develop a Campbell County social media site must:

1. Complete the Campbell County Social Media and Networking Approval and Agreement Form to include a written proposal that contains the information identified below for the establishment of an account to the Office of Campbell County Commissioners for approval by the Board of Campbell County Commissioners.
2. Have been approved by the department director.
3. Must be approved by the Board of County Commissioners before a site goes live.
4. Monitored at least once per day.
5. Posted to at least twice per month.
6. Content developed for approved social media uses shall be located and linked to the County's official website (www.campbellcountywy.gov) and must be identified with the name "Campbell County" and incorporate the County logo as part of the identifying image.
7. Any changes from the initial approved proposal must be approved by the Board of County Commissioners in accordance with this Policy.

Although county departments are encouraged to develop accounts specific to such department's needs, goals, and target audience, Campbell County will work with departments to ensure county-wide brand consistency and that this policy is followed. Both the Office of Campbell County Commissioners and the Board of Campbell County Commissioners have the authority to require each department to adjust department social media accounts and content as needed or to remove any account or site entirely.

Proposal/Social Media & Networking Approval Agreement

Before submitting the initial written proposal referenced above, county departments should consider their capacity to adequately monitor its social media sites. The proposal must contain the following information:

- Identify the social media platform(s).
- Identify the staff member(s) in the department responsible for developing the platform's content and design.
- Identify the staff members who will be responsible for administering the site and content management.
- Proposed account's official name.
- Type of information and images that will be included.
- Estimate of staff time dedicated to the site.
- Will the site be monitored after hours, during weekends, over holidays, and during crisis events.
- Are there other sites/blogs that cover the same topic.
- How often are posts anticipated.
- How will a link back to the County's official website (ccgov.net) be provided.

Guidelines for Content Generation

Officials, agents, and employees administering Campbell County Social media and networking sites do so as a representative of and on behalf of Campbell County. Therefore, such officials, agents, and employees should use their professional judgment before posting or commenting. When developing content and design of the County approved site, the following should be considered:

- Post only within one's area of expertise.
- Post only useful information.
- Keep it professional and avoid confrontation.
- Be accurate.
- Correct errors, and, if modifying an earlier post, identify changes.
- Be responsive to interest parties' concerns.

What Not to Do:

- Post or link to information about actual or potential claims or litigation involving the county or any department.
- Post or link to the intellectual property of others, without written permission.
- Post or link to photographs of members of the public without written permission.
- Post or link to defamatory material.
- Post or link to any personal, sensitive, or confidential information about anyone.
- Post or link to obscene, pornographic, or other offensive/illegal materials or links.
- Post or link to racist, sexist, and other disparaging language.
- Post or link to sexual comments about, or directed to, anyone.
- Post or link to political campaign materials or comments.
- Post or link to threatening or harassing comments.
- Post or link to any other information that is not public in nature.

- Delete or erase comments. Only comments that violate the terms outlined in this Policy should be deleted. A comment may not be deleted simply because it is deemed to be negative or inaccurate. If the comment is a complaint about County services, a response may be given on the page to illustrate to Followers that County social media channels may be used for answers and assistance. Negative or "trolling" comments for which we cannot offer solutions or provide answers should be ignored.

When in doubt, any social media administrator or content generator should check with the relevant department authority and/or the Office of the Campbell County Commissioners before posting content or "liking" other pages, etc.

Required Content

The following information must be posted on each site:

1. This site is moderated and comments are reviewed.
2. Campbell County reserves the right to delete unacceptable submissions. We may remove the following:
 - a. Comments that use inappropriate or offensive language.
 - b. Comments that discriminate or are derogatory based on race, color, national origin, religion, gender, age, disability, sexual orientation, or veteran's status.
 - c. Comments that harass or personally attack other users.
 - d. Profiles that appears to violate any terms of the hosting site will be reported to site administrators.
 - e. Comments that appear to be spam or advertising solicitation.
 - f. Comments or content that infringes on copyrights or trademarks.
 - g. Comments violating any local, state, or federal law.
3. Campbell County social media sites are subject to applicable Wyoming Public Records Law and can be disclosed to third parties.
4. The appearance of external links or advertisements on this site does not constitute official endorsement.
5. The public comments expressed on these sites do not reflect the opinions and position of Campbell County or its officers and employees.

Platform Security

The department responsible for the social media site must secure (or set privacy settings for) each social media site so that only authorized County employees can post to the site. Site administrators should take appropriate steps to minimize security risks to prevent fraud or unauthorized access to social media sites.

Administrators are required to use different passwords for different accounts (both social media and existing work accounts) and change passwords on a quarterly basis.

Security measures include making use of the verification processes offered by the social media platforms:

Facebook:

- a. All approved county department Facebook pages shall be administered under the Campbell County Government's Facebook Business Manager account and include a designee from Human Resources and Commissioners Office in an administrator management role on the page.
- b. All approved editors and administrators shall use two-factor authentication and routinely check "Where you're logged in" under Facebook security settings.

- c. All approved county department Facebook pages shall be identified as government pages and be "verified" by Facebook.
- d. Each page is recommended to set up a login notification to receive an email or text message whenever a Facebook account is accessed or login approvals that require a security code to access the account from an unfamiliar browser.
- e. Facebook's Terms of Service requires each user to have a personal account, which must be used for access.
- f. Third party apps may not be logged into using County Social Media credentials.

YouTube:

- a. All approved county department YouTube channels shall be established and administered under the Campbell County primary channel, Campbell County, Wyoming (Government).
- b. All approved county department YouTube channels shall be identified as government channels.

Instagram:

- a. Approved Instagram editors and administrators will be linked to the matching Facebook page and managed through Meta Business Suite.
- b. Posting to Instagram is encouraged through Meta Business Suite. If utilizing mobile device, a Mobile Computing Device Request must be submitted and approved.

LinkedIn

- a. Only one Campbell County Government Facebook Page will be created.
- b. LinkedIn requires personal accounts to be linked to the existing business page.
- c. Page access will be limited to Human Resource designee(s) and Commissioners Office designee(s).

Crisis Management

If a County-related social media account is hacked, county departments must take the following steps:

- a. Immediately notify the Office of Campbell County Commissioners and the ITS department.
- b. Immediately try to regain access to the account.
- c. Once access to the account is obtained, change the password.
- d. Delete messages posted by hackers.
- e. Let Followers know that the account was hacked and what is being done to fix the issue.
- f. Review third-party applications. Hackers could use these to gain access to accounts.

Records Retention and Archiving

All content distributed on social media by Campbell County is to be archived using the County's approved archiving vendor.

Approved Users should be aware all content is archived and take every measure to insure information posted is accurate and informational.

When deleting comments or posts, staff should save a screen capture of the content as a jpeg or other universally accessible file format and send it to the Office of County Commissioners for archiving.

Complying with Federal and State Laws

Departments that use social media are responsible for complying with applicable federal, state, and local laws, regulations, and policies. This includes adherence to laws and policies regarding copyright, use of photographs, records retention, personnel privacy, public records, HIPAA, the Americans with Disabilities Act and policies established by Campbell County.

Other Considerations

Communication on County social media platforms is considered a public record. Posts made by the account administrator and responses will become part of the public record. Always provide links to the County's official website for more information, forms, documents, or online services necessary to conduct business with Campbell County. Information or updates shall be posted on both the County's website and the department social media site. All departmental social media sites are required to be linked to the County's Archive Social account for records retention and must also comply with applicable portions of the records retention schedule <https://wyoarchives.wyo.gov/index.php/record-retention-schedules/363-localgovernment>.

Once departmental or divisional social media platforms are created and operational, administrators should seek page verification from the platform, if available. The respective platforms provide steps for verification requirements.

Employees administering social media platforms should be aware of each social media site's Terms of Service (TOS) and are responsible for complying.

Departments are responsible for the removal and reassignment of social media management duties when an administrator's employment with the department ends. Administrator privileges are to be revoked on the employee's last day of employment and immediately re-assigned to other staff.

Use of Social Media by Employees

Use of Social Media as an Authorized County Representative

Employees representing Campbell County on social media platform shall act, communicate, and always execute their duties professionally.

As a representative of the County or one of its departments, each employee engaged in social media should take responsibility for what they write, identify themselves as the author, and exercise good judgment and common sense.

County employees should not post or respond as a County representative from personal accounts.

Private Use of Social Media

Employees shall ensure that personal accounts remain personal in nature to help ensure a distinction between sharing personal and organizational views.

1. Employees may list their County position in their personal social media accounts, but they are not authorized to speak or comment on behalf of the County.
2. If an employee chooses to share/retweet posts from official County social media platforms, they should be mindful that any statements made to accompany the shared post could be construed as being made

on behalf of the organization if the platform also clearly identifies the sharing party as an employee of Campbell County.

3. Confidential, proprietary and non-public County information shall not be included in an employee's personal social media activity. Private and personal information, pictures, and video about or depicting County employees, contractors, customers and constituents gathered through the employee's professional activities must never appear online or be distributed by email or through SMS messaging.
4. An employee's public image in social media, which can be associated with the County, should meet the workplace rules of conduct. Offensiveness, disparaging comments, untruthful statements, demeaning behavior, nude or obscene pictures and/or video, and illegal substance use are all examples of behavior that is considered inappropriate by representatives of Campbell County.
5. If an employee has a personal profile on a social media site or has a personal weblog, they should not work on them during their scheduled work time, excluding breaks.
6. **Employees should always be fair and courteous to fellow employees, vendors, or individuals who work on behalf of the County. Employees should keep in mind that work-related complaints are most likely to be resolved by speaking directly to the co-workers or other individuals to address misunderstandings or conflicts. Posting such work-related complaints to a social media outlet is less likely to resolve conflicts or concerns.**
7. **If an employee decides to post complaints or criticism regarding the County or County-related topics, they must avoid using statements, photographs, and video/audio that could reasonably be viewed as malicious, defamatory, obscene, threatening, or intimidating towards employees, vendors, or individuals who work on behalf of the County or that may constitute harassment or bullying. In addition, the employee must refrain from disclosing confidential or legally protected information in any social media post. Examples of such conduct might include, but are not limited to, offensive posts meant to intentionally harm someone's reputation or posts that could contribute to a hostile work environment based on race, color, religion, sex, national origin, disability, age, genetic information, military or veteran status or any other status protected by applicable law. Inappropriate postings on any topic directed at anyone or no specific party, such as discriminatory remarks, harassment, and threats of violence or similar inappropriate or unlawful conduct will not be tolerated and will subject employees to disciplinary action up to and including termination of employment.**
8. For employees with personal blogs and profiles:
 - a. If an employee can easily be identified with or identifies themselves as a Campbell County employee on their blog or other social media profile, they should make it clear to their readers that the views expressed in their blog entries do not necessarily reflect the County's views. To help reduce the potential for confusion, the following notice should be put in a reasonably prominent place on their site: "The views expressed on this blog are mine alone and do not necessarily reflect the views of my employer, Campbell County."
 - b. Employees should work with their direct supervisor if they have any questions about what is appropriate to include in their blog.
 - c. Employees are encouraged to be respectful to the organization, fellow employees, residents, and other agencies.
 - d. Employees not acting in their official capacity shall not represent or give the impression that they are acting in their official capacity.
9. Monitoring personal social media, including microblogging, SMS, text messaging, or instant messaging accounts, should not interfere with an employee's work for the County.

10. In the event a County employee is contacted by a resident or elected official on their personal social media account asking for the employee to respond as a County official from their personal account, the employee should not respond since this contact did not come through official channels.
- a. If an employee can easily be identified with or identifies themselves as a Campbell County employee on their blog or other social media profile, they should make it clear to their readers that the views expressed in their blog entries do not necessarily reflect the County's views. To help reduce the potential for confusion, the following notice should be put in a reasonably prominent place on their site: "The views expressed on this blog are mine alone and do not necessarily reflect the views of my employer, Campbell County."
 - b. Employees should work with their direct supervisor if they have any questions about what is appropriate to include in their blog.
 - c. Employees are encouraged to be respectful to the organization, fellow employees, residents, and other agencies.
 - d. Employees not acting in their official capacity shall not represent or give the impression that they are acting in their official capacity.

Violations

Violating this policy could jeopardize the integrity of the Campbell County government brand and work against the goals established by the County. In some cases, a violation of this policy is a matter of legal concern. In addition to terminating the privilege of operating and maintaining a County social media account, anyone violating this Policy may be subject to disciplinary action up to and including termination.

Effective Date: 04-06-2021	Guideline Number: 508
Adoption Date: 10-4-2011	Approved By:
Revision Dates: 05-20-2014; 2-17-2015; 04-06-2021; 01-17-2023; 3/21/2023	

The following page(s) contain the backup material for Agenda Item: [9:40 Man Therapy Campaign License Agreement](#)

*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.



Contact: Thomas Vossler
Partnership Manager
Grit Digital Health

Address: Grit Digital Health
3575 Ringsby Ct., Suit 301
Denver, CO 80216

Phone: (518) 651-6204
Email: Thomas@GritDigitalHealth.com

PROGAM DESCRIPTION & EFFICACY

Mental Health Campaign

Difficult problems require bold solutions. This stance is the guiding philosophy of the Man Therapy™ program and is the result of a unique partnership established in 2007 between Grit Digital Health and the Office of Suicide Prevention of the Colorado Department of Public Health and Environment.

Man Therapy originally launched in Colorado in July 2012 and has since drawn national attention and praise from numerous prominent media and industry experts such as: the New York Times, Boston Globe, SXSW, Ad Age, Facebook, the Center for Disease Control and Prevention, University of Maryland-Baltimore, and many more. Initially launched as a suicide prevention initiative, Man Therapy quickly expanded into a new approach to address men's mental health, or Gentlemental Health™. More than just a campaign, Man Therapy is a first-of-its-kind interactive men's mental health digital platform that can be found at ManTherapy.org.

Man Therapy seeks to empower men to take action/ownership of their mental health and overall wellness by increasing help-seeking behavior by helping men connect the dots between issues they are having - such as depression, anger, anxiety, stress, divorce, unemployment, PTSD, substance abuse or other personal and mental health issues – and encourages them to do something about it.

The goal of Man Therapy is to meet men on their terms and convey the message, in a relatable way, that talking about their challenges and getting support is masculine. In doing this, Man Therapy improves social norms among males, shrinks stigma, increases help-seeking behavior, and provides

on-line tools, resources, and guidance for males including access to 24/7 crisis services and mental health treatment and support. Each of these goals contributes to the primary purpose and vision of reducing suicidal ideation and rate of death by suicide for men.

The campaign strength is its innovative and humorous approach through a fictional “therapist” named Dr. Rich Mahogany, who is a no-nonsense man’s man that let’s men know honest talk about life’s problems is how they will start to solve their own challenges. The Man Therapy experience offers the unique ability to reach men at the highest risk for suicide - those who live with the highest number of risk factors for suicide and are the least likely to reach out for support.

- Man Therapy reshapes the conversation, using humor to cut through stigma and tackle issues like depression, divorce and even suicidal thoughts head on.
- Dr. Rich Mahogany is a character created to greet visitors, make them feel at ease and provide an overview of what they will find and explore during their visit.
- Dr. Mahogany is a man’s man who is dedicated to cutting through the denial with a fresh approach using his rapier wit, odd sense of humor, straightforward approach and practical, useful advice for men. His tone debunks the age-old stigma that says mental health disorders are an unmanly sign of weakness.
- Man Therapy can help men, and their loved ones, recognize early warning signs in their life before they reach a state of crisis. Since the hardest to reach men do not show signs of needing help before a crisis, Man Therapy utilizes an early intervention approach to get men to acknowledge issues and seek help sooner.

Resources & Education

Man Therapy provides men approaching crisis, and the people who care about them, information and resources at www.mantherapy.org. This website experience is designed to show working age men that talking about their problems, getting help and fixing themselves is manly.

There are more than 800+ evidence-based resources on the site spanning national, regional, and local geographies across multiple mental health topics including: substance use, depression & suicide, anxiety, anger, sleep, relationships & sex, grief, trauma, veteran / military, first responder, and more.

Wherever a man is on his journey to overall mental wellness, at Man Therapy they have access to a wide range of resource types including:

- 20 point head inspection: a manly mental health screening tool. The head inspection was built by leading suicidologists and is based on the standard PHQ-9 screener minus the technical language. Instead, the tool is infused with the voice and tone of Dr. Mahogany to encourage men to complete the test and receive results and connections in the areas they need support. This is the first step in driving self-reflection, self-awareness, acknowledgment, and education.
- Gentlemental Health: cornerstone psycho-educational content of the Man Therapy experience. Based on a user’s head inspection results, men learn about key mental health



categories to help them draw connections between what they are feeling, what may be the cause, what they can do about it, and where to turn for help.

- **One-on-one Therapy:** men like to fix things on their own. This type of content uses that fact to our advantage by suggesting evidence-based actions that men can take to improve their mental health while preserving their status as a man's man. Suggestions include: journaling, learning something new, walking, karate, guy's night, and more.
- **Real-life Testimonials:** hearing stories from other men who are going through similar situations can make the difference between taking action or not. Across every topic, there are video stories from real men who have struggled. Hearing testimonials lets men know they are not alone, there's action they can take, and that there's hope.
- **National, Regional, Local resources:** completes the continuum of care. Men have access to professional referrals, peer support, crisis response, bereavement, and much more from national, regional, or local organizations and sources.

Visitors to mantherapy.org can learn more about men's mental health, examine their own and consider a wide array of actions that will put them on the path to treatment and recovery.

Campaign strategies, resources, and tools

More than \$2 million has been invested into the production assets and experience of Man Therapy since it was created in 2007. Man Therapy Partners receive access and licensed usage to all campaign materials and assets stored on a digital cloud server which includes:

- **Broadcast Assets:** 30 second TV broadcast video spot, radio scripts to be produced for on-air talent and live reads.
- **Digital Assets:** 4 e-Cards, 50+ social and web-banner assets, 3 viral videos, virtual video background, and more.
 - Audience specific: millennial, gen X, construction, veteran, service industry, first responder, agriculture, first responder.
- **Print Assets:** print-ready audience-specific campaign posters, wallet cards, coasters, stickers, koozies, t-shirts, out-of-home billboards, bus kings, event banners, and more.
 - Audience specific: primary care, millennial, gen X, construction, veteran, service industry, first responder, agriculture, first responder.
- **Public Relations:** PR template, PR fact sheets, whitepapers, talking points
- **Promotional Strategy Roadmap:** whether you have a full media budget or none, our roadmap guides you with best-practices to maximize your reach and impact within your targeted areas. The self-service strategic planning template includes situation & background, Man Therapy SWOT, goals, communication objectives, action framework, accountability structure, resourcing framework, keyword targeting, paid social targeting parameters, and



more.

Additionally, Man Therapy partners are provided:

- Strategic consultation: Man Therapy Partners range across budget amounts, resources available, marketing experience, and needs. Whether you have a full media budget or no budget, we can work with you to maximize your impact. As part of our Partnership, we provide on-going strategic guidance and planning as needed. We are available to set-up a regular cadence according to your schedule to guide and support you throughout the partnership.
- Geographic Data Dashboard Access: Google Data Studio analytics dashboard that includes up to 50 towns/cities categorized at the county-level. This provides real-time, dynamic access to all traffic and key data performance indicators for partners and stakeholders as available through Google Analytics.
- Yearly Impact Report: our team dives deeper into Google Analytics to understand geographic user data of your impact area to share performance, outcomes, and results that can be used to share with key stakeholders. Impact reports can include: year-over-year performance of key performance indicators such as: total users, avg. time on site, head inspections completed, resource engagement, users by region, etc.

Partner-specific resources & inclusions

Within the website experience, a “Partner” filter will be added to the “Find your state’s resources” drop down menu. Up to 20 Partner-specific content pieces and/or resources can be added to ManTherapy.org. All content provided will be vetted, but is fully customizable on an on-going basis.

Existing research, evaluation, and efficacy

- University of Maryland Baltimore: awarded with \$1.28 million in funding from the Centers for Disease Control and Prevention (CDC), the University of Baltimore-Maryland is completing a 4 year study in the state of Michigan on Man Therapy. Results were published in December 2022 in *Suicide and Life-Threatening Behavior; The official journal of American Association of Suicidology*. Summary of results can be found on ManTherapy.org [here](#) with links to the published scholarly articles below:
 - [Published Study #1: Effectiveness of man therapy to reduce suicidal ideation and depression among working- age men: A randomized controlled trial](#)
 - [Published Study #2: Help-seeking and Man Therapy: The impact of an online suicide intervention](#)
 - [New York Times Article: How to get more men into therapy](#)
 - [Fierce Healthcare Article: Man Therapy brings effective digital mental health support to the population most likely to commit suicide, CDC study finds](#)
 - [University of Maryland Baltimore CDC Award](#)



- [Insider Article Highlighting Key Research Outcome](#)
- Facebook Sponsored Case Study: given Man Therapy's efficacy, Facebook's Safety Team reached out to us to support men at risk for depression, violent behavior, and suicide. The resulting campaign became one of their most successful ever and published their own case study on it.
 - <https://www.facebook.com/business/success/man-therapy>
- Man Therapy Whitepapers: to be provided in addition to this overview, each whitepaper highlights the background, methodology, research, and outcomes completed in 2012, 2014, and 2016. Key findings of 7,933 user survey respondents
 - **51%** agreed or strongly agreed they were more likely to seek help after visiting ManTherapy.org
 - **73%** said the Head Inspection helped direct them to the appropriate resources online
 - **83%** of users would recommend to a friend in need
- Historic Platform Data: since 2012, we've had overwhelming data showcasing help-seeking behavior and engagement on ManTherapy.org:
 - ManTherapy.org traffic – July 2012 – March 1, 2022
 - Website Users: **1,204,142**
 - Average Time on Site: **3:30**
 - Head Inspections Completed: **354,763**
 - Crisis Line Clicks: **40,751**

Experience

For more than 10 years, Man Therapy has been breaking stigma, driving help-seeking behavior, and saving lives across the world through a combination of design, technology, and online mental health resources. The Grit Digital Health team has utilized this expertise to serve additional at-risk populations including the [YOU@College](#) online wellness platform, which now provides personalized resources for college students on over 180 campuses across the country. Other online mental health resource platforms include [Operation Veteran Strong](#), [YOU | ResponderStrong](#), [Find Help Now](#), [Nod](#), [Lock to Live](#), and [YOU@Work](#).

Past and existing Partner Organizations:

1. Colorado Department of Health & Environment: Office of Suicide Prevention
2. The Anschutz Foundation
3. Carson J Spencer Foundation
4. Idaho Lives Project - Idaho
5. Ada County Coroner's Office – Ada County, Idaho
6. Suicide Prevention Action Network – Idaho
7. Thumb Community Health Partnership – Michigan
8. Michigan Department of Health & Human Services



9. Ohio Suicide Prevention Foundation – State of Ohio
10. Greater Gallatin United Way – Bozeman, Montana
11. Lewis & Clark Public Health - Helena, Montana
12. Jackson Hole Community Counseling Center – Teton County, Wyoming
13. Southwest Counseling Services – Rock Springs, Wyoming
14. South County Health – Washington County, Rhode Island
15. NAMI Maine – State of Maine
16. Adams County Health & Human Services Department – Adams County, Wisconsin
17. Mental Health America of Wisconsin
18. Toole County Health Department – Toole County, Utah
19. NAMI Utah
20. Altru TEARS – Grand Forks, ND
21. Mental Health America Lancaster - Pennsylvania
22. Arizona Coalition to Prevent Suicide – Tempe, Arizona
23. Unified Community Solutions – Massachusetts
24. Muscogee Creek Nation Department of Health – Oklahoma
25. University of Maryland-Baltimore
26. Betterhelp
27. Help@Hand Riverside County, Riverside University Health System – Riverside, California
28. Kansas Department of Disability and Aging – State of Kansas
29. Racine County Public Health Department – Racine County, Wisconsin
30. Vermont Department of Health – State of Vermont

Promotional Strategies

Our recommended strategy for Man Therapy utilizes a layered approach that can be effective regardless of budget level or resource availability. We provide best practice approaches and help adapt the most effective strategy for your target audience and area. Each layer has key action items associated with it:

1. Establish infrastructure and a strong network for Man Therapy to support the campaign: build a list of key supporters, team members, stakeholders, and support organizations. Recruit members to join your coalition. Set regular meetings. Identify and build list of on-going potential funding sources. Utilize Data Dashboard to communicate impact.
2. Empower local influencers and key networks with Man Therapy messaging, assets, and materials: build a list of key communication contacts and target audience points of contact. Develop and execute an outreach and delivery campaign. Create, sponsor, or plug into identified local events. Inform and reach out to local elected officials. Outreach all local news outlets, media organizations, and public relations contacts.
3. Using key printed materials, conduct community-based outreach to disseminate and install Man Therapy assets: identify the most resonate materials and male audiences in impact areas. Produce selected materials. Deliver materials to key locations. Utilize team to disseminate frequently and rapidly.
4. Use paid media to drive awareness and generate traffic to ManTherapy.org targeted at your communities

Evaluation Data

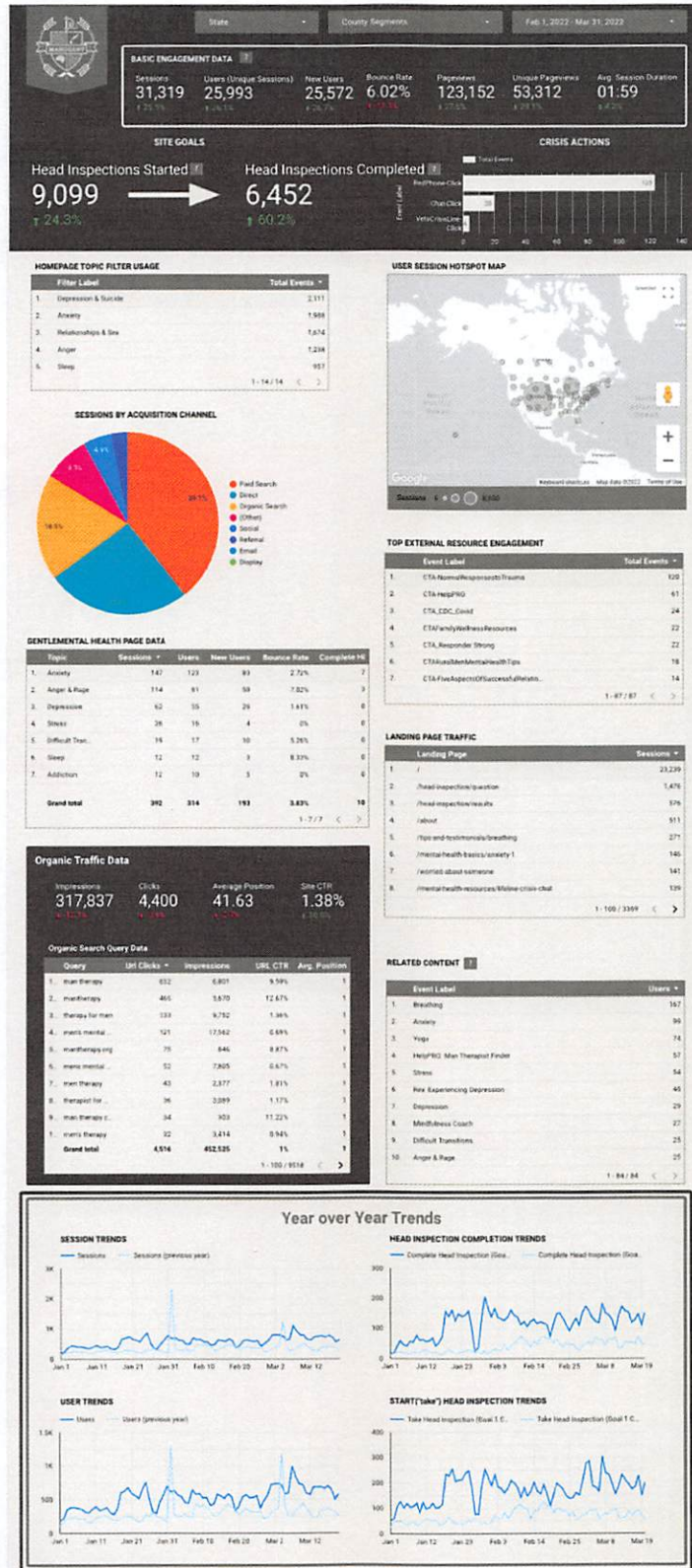


The Grit Digital Health team will work with the Partner Department of Health to determine which metrics and evaluation process is most effective.

- Stigma Busting, Self-awareness, Action-response: media impressions, acquisition channel, distribution points, collateral distribution quantities, total users on site, average time on site, year over year comparisons. Available at both State and County level.
- Help seeking-behavior: sessions, pageviews, average time on site, head inspections completed, crisis actions, Gentlemental Health Pageviews, Mental Health Resource Pageviews, Tips & Testimonial Pageviews, Man-FAQ pageviews, resources accessed by Partner users, year over year comparisons. Available at both State and County level.

Evaluation Data Example



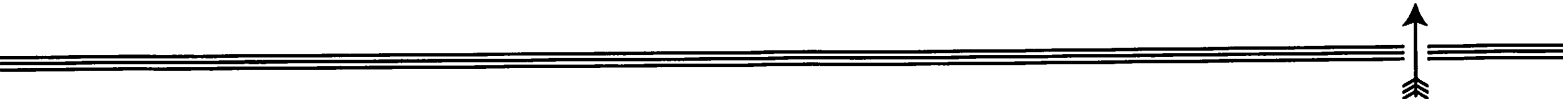


Budget

License & Access to Campaign Library and Assets: 12 months

- Campaign Assets: Broadcast, Digital Assets, Print, Public Relations
- Partner Data Dashboard Access
- Yearly Impact Report
- Promotional Strategy Roadmap
- Strategic consultation
- State, Regional, or geo-specific partner resources added to ManTherapy.org
- Partner content vetting, addition, and management
- Customization of Data Dashboard by key Partner Counties
- Launch & kickoff strategy meeting

Budget for license is population & geo-specific\$15,000 -
\$1,500,000





LICENSE AGREEMENT

EXHIBIT A

LICENSEE(S)

This license is granted to **Campbell County Public Health**.

LICENSE FEE

Licensee shall pay Grit **\$5,000** per year for the **1 year** term from **April 1, 2023 to March 31, 2024**.

Payment is due on receipt.

LICENSED INTELLECTUAL PROPERTY

Campaign assets to be licensed are: promotion rights for the ManTherapy.org website, broadcast ready :30 TV Public Service Announcement, three viral videos for online use, online banner ads and print ready files for outdoor billboards, bus shelters, posters, a business referral card, stickers and three coaster designs. Any updated or newly created campaign assets during the active license period will be made available to the Licensee. All property is being provided 'as is' and may not be altered by Licensee with the exception of adding its name, logo and contact information where appropriate.

AUTHORIZED GEOGRAPHIC AREA

Licensee may promote the Campaign within the **state of Wyoming** and online for use within **April 1, 2023 to March 31, 2024**.



LICENSE AGREEMENT

Grit Digital Health, LLC, a Colorado Limited Liability Company ("Grit") and **Campbell County Public Health, 2301 S 4-J Rd, Gillette, WY 82718** (the "Licensee") agree to enter into an intellectual property license agreement (License Agreement).

WHEREAS, Grit owns a suicide prevention public education and outreach Campaign specifically for men. Grit is the owner of all intellectual property rights, including trademark rights and copyright rights, in the Campaign, including intellectual property rights relating to the content of the Campaign, including advertising, collateral materials, trademark rights in marks that are part of the Campaign, including MAN THERAPY and GENTLEMANAL HEALTH, intellectual property rights associated with the character Dr. Rich Mahogany, and the URL www.mantherapy.org and the associated website, ANDWHEREAS, Licensee desires to license Licensed Intellectual Property from Grit, and Grit desires to license Licensed Intellectual Property to Licensee.

Now therefore, in consideration of the above and the mutual promises contained herein, the Parties agree as follows:

DEFINITIONS

- 1) "Campaign" refers to the Man Therapy campaign and all related concepts, assets, advertising materials, website, videos, promotional materials and collateral.
- 2) "License Agreement" refers to this agreement between Licensee and Grit and all approved or authorized addendums, extensions, exhibits and schedules.
- 3) "Licensed Intellectual Property" refers to the Campaign assets included in this License Agreement, trademarks rights in marks that are part of the Campaign and intellectual property rights associated with the character Dr. Rich Mahogany.

LICENSE

- 4) Grit hereby grants to Licensee a non-exclusive and non-transferable license to use the Licensed Intellectual Property described in the attached Exhibit A solely pursuant to the terms and conditions set forth in this License Agreement.
- 5) This Agreement passes no ownership or copyright in any of the Licensed Intellectual Property to Licensee.
- 6) Licensee may only use the Licensed Intellectual Property "as is." Licensee may not make any modifications to the Licensed Intellectual Property with the exception of a simple re-size or adding its name, logo, or contact information where appropriate. In the event a re-size of a printed piece is needed, Licensee will allow Grit to approve the final artwork before release to a printer or publisher.
- 7) Licensee shall not obscure, remove or in any way alter any copyright, proprietary or trade mark notice on the Licensed Intellectual Property.
- 8) Licensee may not assign, sublicense, or distribute the Licensed Intellectual Property to third parties except as specifically set forth in this License Agreement.



LICENSE AGREEMENT

TERM OF LICENSE; TERMINATION

- 1) This License Agreement term is from **April 1, 2023 to March 31, 2024**. This Agreement may be extended for additional one-year terms as agreed by the Parties. The Parties will agree in writing within thirty days of the expiration of each term as to whether the license will be extended for an additional term.
- 2) At the end of the original one-year term and any agreed upon extensions, Licensee shall cease to publish, produce, print, distribute, broadcast or otherwise use the Licensed Intellectual Property and will delete or destroy any electronic or digitally stored Licensed Intellectual Property. Grit will remove the "Wyoming" filter from the website and will remove the links for Licensee's customized resources from the ManTherapy.org website. If Licensee is found to continue to use Licensed Intellectual Property beyond the termination period, Licensee shall pay a penalty equal to 1.5 times the amount of the original license agreement annual amount pro-rated to the last know unauthorized use of Licensed Intellectual Property.
- 3) If either party breaches any of the terms of this License Agreement, the agreement may be terminated upon written notice of such breach to the other party. The other party will have 30 days from the written notice to cure the breach. Failure to cure will terminate the Agreement.
- 4) All provisions of this License Agreement relating to payment, proprietary rights, waiver of warranty, and dispute resolution shall survive the expiration or termination of this License Agreement.

PAYMENT

The license fees that Licensee shall pay to Grit for the use of the Licensed Intellectual Property are set forth in Exhibit A.

ADDITIONAL RESPONSIBILITIES OF LICENSEE

- 1) Licensee shall not permit any other person or entity to use the Licensed Intellectual Property except as specifically set forth in this License Agreement. Licensee shall take reasonable measures to protect against unauthorized use of the Licensed Intellectual Property, and it shall immediately inform Grit of any unauthorized use of the Licensed Intellectual Property that comes to its attention.
- 2) Licensee shall not remove, obscure, or alter Grit's trademark or service mark notices, copyright notices, or any other proprietary notices affixed to or contained in the Licensed Intellectual Property.
- 3) Licensee is responsible for costs associated with production and distribution of Licensed Intellectual Property including, but not limited to, printing costs, mailing costs, distribution costs, media costs and talent licensing costs.

SUPPLEMENTAL CAMPAIGN DEVELOPMENT SERVICES

A printer or publisher may re-size a printed piece for Licensee, but any changes beyond a simple re-size are not authorized under this Agreement. If Licensee desires Grit to customize or modify any of the existing Licensed Intellectual Property, or to create new Campaign assets, Grit shall provide such



LICENSE AGREEMENT

services to Licensee for additional fees to be set forth in a separate services agreement between Grit and Licensee.

WEB LINKS

Licensee shall provide a list of local mental health and suicide prevention resources that Licensee desires to have included on the Website under the applicable county resource listings. Grit will add a "Wyoming" filter to the website and the resource listing. Although Grit reserves the right to verify such listings and determine whether they should be included on the Website, it is Licensee's responsibility to verify the legitimacy of such resources. Grit shall modify the Website to include such approved resources within 30 days of the later of Grit's receipt of the names or receipt of Licensee's licensing fees.

PROPRIETARY RIGHTS

The Licensed Intellectual Property is and shall remain the sole and exclusive intellectual property of Grit, including all applicable rights to patents, copyrights, trademarks, service marks, trade secrets, or other proprietary or intellectual property rights inherent therein or appurtenant thereto.

WARRANTY; WAIVER OF WARRANTY

Grit warrants that it owns the intellectual property rights in the Licensed Intellectual Property and that the Licensed Intellectual Property does not infringe on the intellectual property rights of any third parties. EXCEPT AS SET FORTH IN THIS PARAGRAPH, GRIT DISCLAIMS ALL OTHER WARRANTIES, WHETHER EXPRESS OR IMPLIED, RELATING TO THE LICENSED INTELLECTUAL PROPERTY.

INDEMNIFICATION

- 1) Grit hereby agrees to indemnify and hold Licensee harmless from and against any and all claims, demands, or actions and any costs, liabilities, or losses (including reasonable attorney's fees and litigation or arbitration costs) arising out of any actual or alleged infringement of any other person's IP Rights as a result of use by Licensee of any of the Licensed Intellectual Property.
- 2) Licensee hereby agrees to indemnify and hold Grit harmless from and against any and all claims, demands, or actions and any costs, liabilities, or losses (including reasonable attorney's fees and litigation or arbitration costs) arising out of a breach of this License Agreement or any other negligent or wrongful intentional act or omission of Licensee, including the misuse of the Licensed Intellectual Property by Licensee or Licensee's employees or agents.
- 3) The foregoing indemnities shall be expressly contingent on the party seeking indemnity:
 - a) notifying the indemnifying party in writing of any such claim, demand, action, or liability;
 - b) cooperating in the defense or settlement thereof; and
 - c) allowing the indemnifying party to control the defense or settlement of the same.



LICENSE AGREEMENT

CONFIDENTIALITY

Each party agrees that it will keep in strict confidence all of the terms and conditions of this Agreement, including, but not limited to, the provision for Fees. Both parties shall ensure that each of its employees or agents is aware of this confidentiality requirement and agrees to maintain the confidentiality of this information. Termination of this Agreement shall not eliminate either party's obligation to continue to maintain confidentiality under this clause.

MISCELLANEOUS PROVISIONS

- 1) This License Agreement will be binding upon and inure to the benefit of the parties hereto and their successors and assigns.
- 2) This License Agreement shall be governed by and construed in accordance with the laws of the State of Colorado.
- 3) All notices required or permitted hereunder shall be in writing addressed to the respective parties as set forth below, unless another address shall have been subsequently designated in writing, and shall be delivered by hand, overnight delivery, or registered or certified mail, postage prepaid, and shall be deemed given as of the date when it is hand delivered, sent by overnight delivery or by registered or certified mail.
- 4) This License Agreement, constitutes the entire agreement of the parties hereto with respect to its subject matter and supersedes all prior representations, proposals, discussions, and communications, whether oral or in writing, relating to such subject matter. This License Agreement may be modified only by a writing signed by all parties hereto.
- 5) If any action is instituted by a party to enforce the provisions of this License Agreement, reasonable attorney's fees and costs shall be awarded to the prevailing party.
- 6) Any dispute which arises under this License Agreement which the parties cannot otherwise resolve shall be initially submitted to mediation in Denver, Colorado before a mediator agreed upon by the parties; if the parties cannot agree upon a mediator, then they shall submit their dispute to the Judicial Arbiter Group, or, if that company no longer exists, to the American Arbitration Association, for mediation. If a dispute is not resolved within thirty (30) days of the holding of a mediation session, then it shall be submitted for binding arbitration to the Judicial Arbiter Group, or, if that company no longer exists, to a single arbitrator before the American Arbitration Association in Denver, Colorado pursuant to its Commercial Arbitration Rules, except that: (i) disputes concerning \$15,000 or less shall be resolved in the small claims or county courts of the City and County of Denver, Colorado; and (ii) disputes in which a party seeks injunctive relief shall be resolved in the district courts of the City and County of Denver, Colorado, in which case all claims shall be resolved in such lawsuit. The parties consent to personal jurisdiction and venue being proper in such courts. In an arbitration, the arbitrator's award shall be final and binding and may be entered in any court having jurisdiction thereof.



LICENSE AGREEMENT

- 7) The invalidity or unenforceability of any provision of this License Agreement or any covenant herein contained shall not affect the validity or enforceability of any other provision or covenant herein contained and any such invalid provision or covenant shall be deemed to be severable.
- 8) This License Agreement may be executed by facsimile and in one or more counterparts, each of which shall be deemed an original but all of which together will constitute one and the same instrument.

IN WITNESS WHEREOF, the parties have caused this License Agreement to be executed on the _____ day of _____, 2023.

GRIT DIGITAL HEALTH, LLC

LICENSEE

Signature

Signature

Name/Title

Name/Title

Date

Date

The following page(s) contain the backup material for Agenda Item: [9:45 VFW Lease Agreement, Old Road & Bridge Building](#)

*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.

LEASE AGREEMENT

Campbell County, Wyoming, whose address is 500 S. Gillette Ave., Ste. 1100, Gillette, Wyoming 82716 (County), and the Veterans of Foreign Wars, Thunder Basin Centennial Post 7756, a Wyoming non-profit veteran's organization whose address is P.O. Box 3194, Gillette, Wyoming 82717 (VFW), in consideration of mutual covenants contained herein, agree as follows:

1. SCOPE OF LEASE:

County leases to VFW the following described property and improvements:

2500 square feet of "The Old Road and Bridge Administration Building" located at 1704 Four J Road, Gillette, Wyoming, more particularly depicted on Attachment A which reflects a conference room, meeting room, office space, storage space, parking, and signage (premises).

County retains the remaining portions of the premises for its own use.

2. TERM OF LEASE:

This Lease will commence April 1, 2023 and terminate on March 31, 2024. It will automatically renew for subsequent one-year terms. Either party may terminate this Lease without cause upon ninety (90) days written notice delivered by hand or by U.S. mail to the address listed above.

3. RENT:

VFW will pay County Seventy-Five Dollars (\$75.00) per month as rent. VFW shall pay rent in advance, on or before the first day of each month for the term of the Lease to County at the address specified above.

4. UTILITIES:

County will maintain electricity, water, and gas for the premises. VFW will be solely responsible for any other utilities needed by VFW such as trash removal.

5. CHARACTER OF OCCUPANCY:

VFW shall use and occupy the premises for the purpose of establishing a VFW Post Headquarters for meeting, events, and activities.

VFW shall not use or permit the premises to be used for any purposes prohibited by the laws of the United States or the State of Wyoming or the ordinances of the City of Gillette or Campbell County, including County's prohibition of alcohol use on any county property or facility.

VFW shall not use or keep any substance or material in or about the premises which may void extended fire insurance on the premises or increase the hazard of the risks covered by such insurance.

VFW shall keep the premises in good repair during the term of this Lease and shall be responsible for all general maintenance of the premises during the term of the Lease. Specifically, VFW shall be responsible for making all general, routine repairs and for performing all general, routine maintenance of the premises and all operational cost and expenses, including but not necessarily limited to housekeeping and cleaning of the premises.

VFW will keep the entrance to the premises free of snow and ice by shoveling and salt spreading as necessary.

VFW shall permit County to enter the premises at any time to inspect the premises and to access the IT Utility Room.

County will repair and maintain the structural portions of the premises, including, but not necessarily limited to, roofs, foundations, and exterior load-bearing walls unless repair or maintenance is caused in whole or in part by the act, negligence, fault, or omission of VFW. Any request by VFW for repair or maintenance of the premises to County must be in accordance with any capital and maintenance protocol adopted by County.

6. ALTERATIONS:

VFW shall have the right, at their sole risk and expense and in conformity with applicable laws, ordinances, and existing easements to erect signage and a flagpole. VFW may only erect signage and flagpoles in accordance with plans and specifications approved by County prior to placement on premises.

VFW will not make repairs, alterations, or additions to the premises without first obtaining the prior written consent of County, and all additions or improvements made by VFW (except movable furniture) will be considered a part of the permanent structure and will remain with the premises at the end of the term of the Lease.

VFW will promptly comply with any requirements of the Americans with Disabilities Act or other Federal, State, or local law or rule or regulation.

7. SUBLETTING AND ASSIGNMENT:

VFW will not sublet the premises or any part of the premises, nor assign this Lease, or any interest in the Lease, without the written consent of County.

8. BREACH:

VFW shall observe and perform the conditions and agreements set forth in this Lease. If VFW does not pay the rent as agreed or if VFW fails to observe or perform any of the conditions or agreements of this Lease, and if the default continues for a period of five (5) days, County may terminate the Lease and re-enter the premises with or without legal proceedings, using such force as may be necessary, and remove any personal property belonging to VFW without prejudice to any claim

for rent or for the breach of covenants contained here, of without being guilty of any manner of trespass or forcible entry or detainer.

9. PREMISES VACATED DURING TERM OF LEASE:

If VFW abandons or vacates the premises before the end of the term of the Lease, County may without notice, enter and remove VFW's property from the premises.

10. REMOVAL OF VFW'S PROPERTY:

If VFW fails to remove all its property from the premises upon abandonment or upon the termination of the Lease, County may remove VFW's property in any manner that it chooses and store the VFW's property without liability for its loss. VFW shall pay County on demand, any and all expenses incurred in such removal, including court cost and attorneys' fees, and storage charges for VFW's property for any length of time the property is in County's possession; or County may, without notice, dispose of VFW'S property as County believes is appropriate without incurring liability of any kind to VFW.

11. DAMAGE TO PROPERTY:

Loss or damage to personal property of VFW's in the premises will be at VFW's sole risk, and County is not liable for any damage done to or loss of such personal property.

VFW shall agree to indemnify, hold harmless, and defend County from and against any and all loss, cost, or liability arising during or after the term of the Lease occurring out of VFW's possession and use of the premises, including without limitation, and all claims for death of or injury to persons or destruction of or damage to property.

Nothing here will modify coverage under any policies of insurance owned by either party.

12. SURRENDER OF POSSESSION:

VFW shall deliver and surrender to County possession of the premises at the expiration or termination of this Lease, in as good repair as when VFW took possession of the premises, except for ordinary wear or damage by the elements (occurring without the fault of VFW) or by act of God.

13. FIRE OR OTHER CASUALTY:

If the premises are damaged by fire or other casualty which makes the premises substantially unusable, the obligation to pay rent will cease until the premises are substantially usable by VFW as determined by County. In the event of partial destruction of the premises, VFW will be entitled to a proportionate reduction of rent while County makes repairs. County will base the proportionate reduction of rent to the extent to which County believes the destruction and repairs interfere with VFW's use of the premises.

14. INSURANCE:

VFW shall obtain and maintain at its expense insurance on its personal property.

VFW shall obtain and maintain a comprehensive policy of general liability insurance (including property damage) naming County as an additional named insured against any such loss. Policy limits shall be not less than one million (\$1,000,000.00) dollars per occurrence and not less than two million (\$2,000,000.00) aggregate.

VFW will provide County with certificate of insurance showing County as an additional named insured and the certificate must provide for a ten (10) day written notice to County in the event of cancellation or material change of coverage for all policies of insurance required by this Lease.

VFW will report any damage to the premises and will advise County of any potential or pending liability claim filed against it arising from the use of the premises.

15. ACCEPTANCE OF PREMISES BY VFW:

By taking possession of the premises, VFW agrees that the premises are in good and satisfactory condition.

16. WAIVER:

The County's failure to insist on strict performance of any of the terms and conditions of this Lease will not waive the rights or remedies that County may have regarding that specific term or condition.

17. LIABILITY OF CAMPBELL COUNTY:

VFW waives all claims against County for damages or for injuries to persons on or about the premises. VFW will indemnify County for any damage or injury to any person or to the goods of any person, arising from the use of the premises by VFW, or arising from the failure of VFW to keep the premises in good condition. County will not be liable to VFW for any damage by or from any act of negligence of any other occupant of the premises, or by an owner or occupant of adjoining or contiguous property. VFW shall pay for all damage to the premises, as well as damage or injury suffered by anyone which is caused by misuse or neglect.

18. GOVERNMENTAL IMMUNITY:

County does not waive governmental immunity by entering into this Lease and specifically retains immunity and all defenses available to it pursuant to Wyo. Stat. §1-39-104(a) and all other applicable law.

19. THIRD PARTY BENEFICIARY RIGHTS:

The parties do not intend to create in any other individual or entity the status of third-party beneficiary, and this Lease will not create such status. The rights, duties, and obligations contained in this Lease will operate only between County and VFW and will inure solely to their benefit. The provisions of the Lease are intended only to assist the parties in determining and performing their obligations under the Lease.

20. AMENDMENT OR MODIFICATION:

VFW acknowledges and agrees that it has not relied upon any statements, representations, agreements, or warranties, except such are expressed herein, and that no amendment or modification of this lease shall be valid or binding unless expressed in writing and executed by the parties hereto in the same manner as the execution of the Lease.

21. SIGNATURES:

The parties to this Lease through their duly authorized representative have executed this lease on the dates set out below, and certify that they have read, understand, and agree to the terms and conditions of this lease.

The effective date of the Lease is the date of the signature las affixed to this page

CAMPBELL COUNTY BOARD OF COMMISSIONERS

COLLEEN FABER, Chairman

Date

ATTEST:

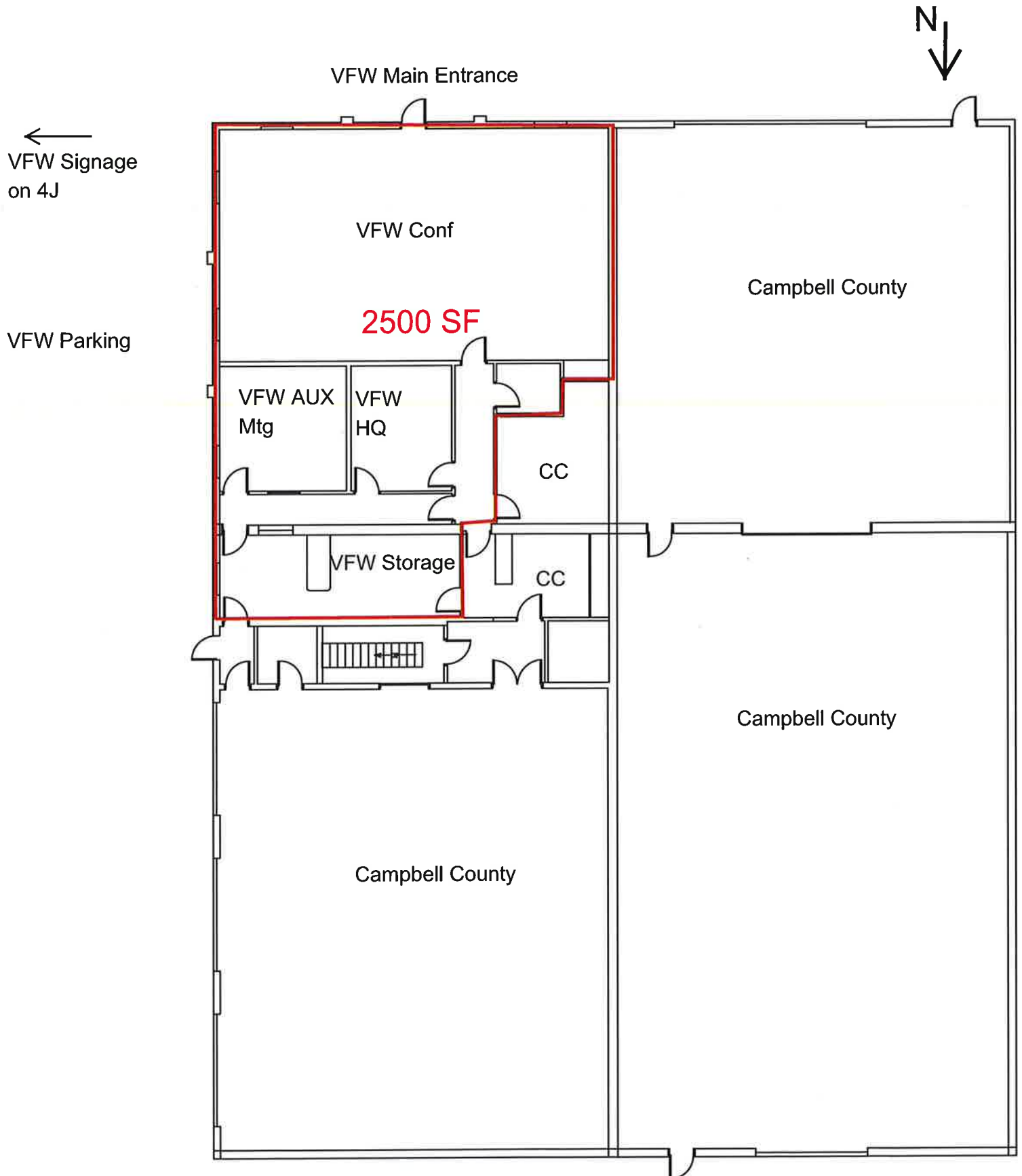
Cindy Lovelace, County Clerk

VETERANS OF FOREIGN WARS
THUNDER BASIN CENTENNIAL POST 7756

LEE YAKE, Post Commander

Date

Attachment A



The following page(s) contain the backup material for Agenda Item: [9:50 High Intensity Drug Trafficking Area \(HIDTA\) Funding Contract](#)

*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.

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

Sub-Contract Agency: Campbell County Sheriff's Office

Award Amount: \$99,486.00

Award Period: January 1, 2023 thru December 31, 2023

Award #: G23RM0012A

Sub-Award #: CCSO

UEI: W8QKYMHV L4Z3

CFDA No.: 95.001 Rocky Mountain High Intensity Drug Trafficking Area (RMHIDTA)

- A. The term of this Sub-Contract Award between the Wyoming Division of Criminal Investigation (DCI) and Campbell County Sheriff's Office (Sub-Contract Agency) shall be from January 1, 2023 thru December 31, 2023 unless extended by modification to this Agreement.
- B. The parties agree that because DCI has been designated as the fiscal agent for the State of Wyoming Rocky Mountain HIDTA program all requests for payments and budget reprogramming shall pass through DCI.
- C. The parties agree that Sub-Contract Agency is a sub-contract under the State of Wyoming Rocky Mountain HIDTA program and is incurring reimbursable expenses under the program.
- D. The parties hereby agree to the disbursement of HIDTA funds in the amount of ninety-nine thousand, four hundred eighty-six dollars (\$99,486.00) to Sub-Contract Agency under the following terms and conditions.
 1. Sub-Contract Agency shall follow all applicable federal, state, and local guidelines regarding purchases and other expenditures under the HIDTA program, including but not limited to the following: OMB Uniform Guidance on Administrative Requirements, Costs Principles, and Audit Requirements for Federal Awards (OMB Circular 2 CFR Part 200), Fair Labor Standards Act (FLSA), as well as HIDTA and Rocky Mountain HIDTA policies and procedures.
 2. Sub-Contract Agency agrees to abide by and be bound by the sub-contract approved budget for one TFO Enforcement Officer for salary and fringe reimbursement up to the HIDTA awarded amount.
 3. Requests for payment shall be submitted to DCI at the following address by the 10th of the month following the end of the claim period:

Wyoming Office of the Attorney General
Division of Criminal Investigation
Attn: Fiscal Section
320 W 25th Street, Suite 109
Cheyenne, WY 82002

4. Sub-Contract Agency agrees to reimburse DCI for any amount paid by DCI to Sub-Contract Agency that is later disallowed after audit or financial review.
5. All timesheets and supporting payroll and invoice documentation must be provided to DCI on a monthly basis to support current billing reimbursement requests, to include detailed billing summary spreadsheet.
6. Sub-contract Agency agrees that seventy-three thousand, six hundred ninety-four dollars (\$73,694.00) of this award is budgeted for salary and twenty-five thousand, seven hundred ninety-two dollars (\$25,792.00) is budgeted for fringe, for a total award of ninety-nine thousand, four hundred eighty-six dollars (\$99,486.00). An amended agreement will be issued if there are any changes to the awarded amounts.

THIS SPACE LEFT INTENTIONALLY BLANK

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

Forrest Williams, Interim Director
Wyoming Division of Criminal Investigation

Date

Scott Matheny, Sheriff
Campbell County Sheriff's Office

Date

The following page(s) contain the backup material for Agenda Item: [9:55 CAM-PLEX Jockey House Trailer](#)

*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.

CAM-PLEX has identified two trailers, combined costing \$104,650, that when paired together address the following needs.

- The current Jockey house is inadequate and does not offer proper restrooms, changing areas, meeting space, or lockers/storage for personal effects of racing personnel.
- When considering \$300,000+ capital expense for construction of an addition to the existing jockey house or new jockey house altogether, it became apparent that the timing of that investment may not be in alignment with outcomes of the CCPLB Master Planning process. It was identified that portable trailers that meet these same needs may be a superior solution to both the issues of timing, but also the multi-use nature of CAM-PLEX facilities. Therefore, the proposed trailers could be used in other activity areas of CAM-PLEX and in particular in campground area without full service, at the outdoor arenas, the new Amphitheater space, etc. With the shower house building currently inoperable the shower/restroom trailer additionally meets needs of events that require the use of that facility while insurance/construction processes vet themselves to fruition.
- A single trailer addressing shower, toilet, changing area, lockers/storage and gathering space are difficult to source and designs marketed as available are typically not actually manufactured until the order is placed. The two identified trailers together provide greater flexibility and will achieve greater utilization overall.

Trailer 1: The restroom/shower trailer (quote attached) addresses the restroom and shower needs. At time of quote there were five of these units in inventory. CAM-PLEX will arrange pick-up vs the quoted freight.

Trailer 2: 2014 Forest River Work and Play model WPF44RLS identified herein addresses the lockers, storage, and meeting space multi-use needs, as well as additionally provides the ability to offer a breakroom and additional restroom facility. Trailer was custom built to serve as a community meeting space and mobile educational exhibit. Trailer was only used a few times and pulled less than 3,500 miles before being put into storage. It is in excellent, like new condition with the exception of a repair needed to the water heater. The purchaser will need to remove the wrap, trailer is white under the wrap.

Trailer 1: Satellite 18' 3 station Restroom/Shower Combination Trailer. \$64,650.
Trailer 2: 2015 Forest River – Custom Built Community Space Meeting Trailer. \$40,000.
\$104,560.



QUOTATION

Satellite Industries Inc
2530 Xenium Ln N
Minneapolis MN 554413627
USA
Phone: 763-553-1900
Fax: 800-328-3334
Federal ID No. : 41-0854413

Quote number QTE022871
Quote date 02/19/2023
Validity date 03/06/2023

Customer: SII020540

Customer: SII020540

Sold to

Cam-Plex
1635 Reata Dr
Gillette, WY, 82718-8322
USA

Ship to

Cam-Plex
1635 Reata Dr
Gillette, WY, 82718-8322
USA
S001

Buyer Will Hastreiter
Tel. 3076820552
Fax.

Shipping from 204US
Shipping via Drive Away Service
Freight terms Prepaid
Payment terms CASH IN ADVANCE

Thank you for your interest in our products. We are pleased to quote you as follows:

Product	Description	Quantity	Price each	Discount	Assembly	Surcharge	Net price	Ext. Price
	18 Ft 3 Station Restroom Shower Combo					0.00		
MP164	Miscellaneous Part- Rr Trailer	1.00	58,205.00		0.00	0.00	58,205.00	58,205.00
	18 Ft 3 Station Restroom Shower Combo / Commercial Gray							
	18 Ft 3 Station Restroom Shower Combo Interior Add On Options					0.00		
	Push Button Shower Controls	1.00	390.00		0.00	0.00	390.00	390.00
	Push Button Shower Controls							
	Pressure Tank	1.00	450.00		0.00	0.00	450.00	450.00
	Pressure Tank							
	Arctic Heat Package (Includes Forced Air Heat, Heated Dump, and Service Area Heat)	1.00	3,250.00		0.00	0.00	3,250.00	3,250.00
	Tank Heaters, Cabin and Service Area Heat, Heated Dump Valve, Tank Insulation							
	Arctic Skirting	1.00	1,650.00		0.00	0.00	1,650.00	1,650.00
	Trailer Skirting for Arctic Package							
	TP Holders	1.00	150.00		0.00	0.00	150.00	150.00
	Wall Mounted Double Roll							
	Paper Towel Dispenser	1.00	180.00		0.00	0.00	180.00	180.00

Wall Mounted Stainless Multi Fold							
Soap Dispensers	1.00	180.00	0.00	0.00	180.00	180.00	
Stainless Wall Mounted Liquid Soap							
Sanitary Napkin Receptacles	1.00	150.00	0.00	0.00	150.00	150.00	
Stainless Wall Mounted							
18 Ft 3 Station Restroom Shower Combo Exterior Add On Options				0.00			
Gender Signs	1.00	75.00	0.00	0.00	75.00	75.00	
Male / Female							
Aluminum Wheels	1.00	330.00	0.00	0.00	330.00	330.00	
Polished Aluminum Split Spoke Wheels, Per Trailer							
MAXX Air Vent Covers	1.00	225.00	0.00	0.00	225.00	225.00	
Vent Covers Allow Roof Vents To Be Open When Raining							
Deodorizer Add On Options				0.00			
34411 Kit- Suites Starter	1.00	250.00	0.00	0.00	250.00	250.00	
\$520 Value - 1 case Quick Scents BIO 60g, 1-gallon STF BIO 5K, 1 case Urinal Screens, 1 case All Purpose Cleaner							

BOL NOTES: DRIVER PLEASE CALL WILL HASTREITER AT 307-689-6171 TO ARRANGE FOR THE DELIVERY

Subtotal	~~65,485.00 USD~~
Freight Charges	~~3,442.00 USD~~
Total:	~~68,927.00 USD~~

Applicable sales tax to be added at time of order

Due to global supply chain shortages and unforeseen raw material, freight, and labor increases; this quoted price is subject to change. Satellite will evaluate costs 90 days before the start of production. If changes are required, the customer will be notified and given the opportunity to accept the changes or cancel the order with a full refund of deposit. Every reasonable effort will be made to keep costs down and avoid increases. Thank you for your continued partnership as we work through these challenging and unprecedented global conditions.

Prepared by : Jeff Sprenger
Area Manager : Jeff Sprenger
E-mail: jsprenger@satelliteindustries.com
Tel. : 763-519-6527
Fax. : 800-328-3334

Subtotal: \$64,650

CAM-PLEX to provide custodial items
to keep systems same across all property.

TERMS AND CONDITIONS

Terms of payment are subject to credit approval.

****Quotes in currencies other than USD will be re-evaluated to market rates against USD at time of order confirmation****

Credit Card transactions are accepted. When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction.

Buyer grants Satellite a Purchase Money Security Interest in all the products sold hereunder for any orders not paid in full at the time of the order. Taxes are subject to change at time of invoice.

PAYMENTS NOT RECEIVED WITHIN THE PAYMENT TERMS SHOW ABOVE WILL BE ASSESSED A FINANCE CHARGE OF 0.85% PER MONTH ON THE UNPAID USD BALANCE

PRICING ON THIS QUOTATION VALID FOR FIFTEEN (15) DAYS FROM QUOTED DATE. SATELLITE RESERVES THE RIGHT TO PROVIDE RE-ESTIMATION OF PRICES OR A SURCHARGE PRIOR TO DELIVERY IN THE EVENT SATELLITE EXPERIENCES SIGNIFICANT COST INCREASES RELATED TO THE PRODUCTS ORDERED.

CUSTOMER SHALL HAVE [THREE (3) BUSINESS DAYS] FROM RECEIPT OF ANY PRICE CHANGES TO APPROVE OR CANCEL ORDER. IF THE CUSTOMER DECIDES TO CANCEL THE ORDER DUE TO A PRICE INCREASE THE CUSTOMER WILL NOT BE HELD TO THE 20% RESTOCKING FEE REFERENCED BELOW. CUSTOMER'S FAILURE TO APPROVE OR CANCEL ORDER WITHIN SUCH TIMEFRAME SHALL BE DEEMED AN APPROVAL.

NEITHER TRANSPORTATION COMPANIES NOR SATELLITE INDUSTRIES INC CAN GUARANTEE DELIVERY DATES. COMPENSATION IS NOT OFFERED IN THE CASE OF LOSSES DUE TO DELAYED DELIVERY OF CARGO. PLEASE PLAN YOUR ORDER WITH AMPLE TIME.

WARNING: These products may contain chemicals known to the State of California to cause cancer and/or birth defects or other reproductive harm. For more information go to www.P65Warnings.ca.gov.

Due to an unstable global supply chain our provided ship date is an estimate, not a guarantee.

Unforeseen supply chain issues may delay completion and shipment of our products.

Thank you for your patience and understanding.

These commodities, technology or software are subject to the United States Export Administration Regulations. Diversion contrary to US law prohibited.

United States and Canada Toll Free Customer Service: TEL 800-883-1123 / FAX 763-553-1905

Outside United States and Canada Customer Service: TEL 763-553-1900 / FAX 763-551-7248

www.satelliteindustries.com

Reissuing of invoices resulting from financing, change in terms in bill-to entity will incur an administrative fee for each invoice reissued.

Cancelled orders are subject to a twenty percent (20%) restocking fee.

Customer Acceptance Signature

Date

For inquiries, please call 763-553-1900.

