

AGENDA

CAMPBELL COUNTY BOARD OF COMMISSIONERS

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

OCTOBER 3, 2023

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

CONSENT AGENDA

- A. [Consent Agenda](#)

VOUCHERS

- B. Vouchers

COMMISSION CALENDAR OF EVENTS

- C. Commission Calendar

REGULAR BUSINESS

- | | |
|--|---------------------|
| D. 9:05 Domestic Awareness Month Proclamation | Shawna McDonald |
| E. 9:10 Recision of Opening Burning Restrictions | Chief Jeff Bender |
| F. 9:15 Contract for Services, Energy Capital Economic Development | Phil Christopherson |
| G. 9:20 Contract for Services, Happy Girls Don't Do That | MaLinda Perry |
| H. 9:25 Contract for Services, Wright Community Assistance | Gail Dunkle |
| I. 9:30 Resolution for Special Prosecution | Kyle Ferris |

PUBLIC COMMENT

- J. 9:35 For the Good of the County*
- K. 10:00 Commissioners Final Comments

TOUR

- L. 10:30 Courthouse Courtroom Remodel & Annex Building Matt Olsen

EXECUTIVE SESSION

- M. 1:00 Wyoming Statute §16-4-405 – Statutory Reasons for Executive Sessions
Personnel Matters

ADJOURN

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

Consent Agenda

MINUTES

Board of Commissioners Directors Meeting, September 18, 2023
Board of Commissioners Regular Meeting, September 19, 2023
Board of Commissioners Lodging Tax Board Meeting, September 21, 2023
Board of Commissioners Public Health Board Meeting, September 21, 2023
Board of Commissioners Library Board Meeting, September 25, 2023

PAYROLL PAYMENTS

August 19, 2023; September 9, 2023; September 16, 2023

COMMENT LETTERS

Submission of comment letter to Council of Environmental Quality regarding Notice of Proposed Rulemaking regarding the National Environmental Policy Act (NEPA) Implementing Regulations Revisions Phase 2 (Proposed Rule), Docket No. CEQ-2023-0003 (Federal Register/Vol. 88, No. 145/Monday, July 31, 2023/Page 49924).

CONTINGENCY FUNDS REQUESTS

Commissioner's Office – 1% Contingency Funds Request for Fiscal Year 2023 contract payment to Second Chance Ministries, in the amount 1,743.11 from 170013-69800 1% Contingency to 170013-66960 1% Hum Serv & Extern Sub Ab.

Public Works – Contingency Funds Request for heavy equipment repair to the Landfill Blade, in the amount of \$59,515.96 from 100013-69800 General County Contingency to 100082-65000 Vehicle/Equip Repair/Maint.

CREDIT CARD REQUESTS

Children's Developmental Services – Nathan Grotrian, Credit Limit \$3,000
Children's Developmental Services – Natalie Terrell, Credit Limit \$3,000

LINE ITEM TRANSFERS

Airport

Transfer \$1,000.00 from 100751-64020 Tools to 100751-66760 County Match
Transfer \$5,000.00 from 100751-65000 Vehicle Equipment and Repair to 100751-66760 County Match
Transfer \$5,000.00 from 100751-64000 General Supplies to 100751-66760 County Match
Transfer \$2,000.00 from 100751-65180 Tires to 100751-66760 County Match
Transfer \$1,532.00 from 100751-65060 Grounds Maintenance to 100751-66760 County Match

Emergency Management

Transfer \$240.29 from 100411-64000 Supplies to 100411-68260 Cap Outlay-Office Equip/Furn

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Parks & Recreation

Transfer \$2,080.00 from 100771-62260 Professional Services Project 770771-PROFSERV to Project 770771-PROFSERV-WPASTUDY-CITY

Transfer \$130.00 from 100771-62260 Professional Services Project 770771-PROFSERV to Project 770771-PROFSERV-SBALLSTUDY-CITY

POSITION VACANCY JUSTIFICATIONS

Children's Developmental Services – Instructional Assistant

HAND WARRANTS

Black Hills Energy	\$998.31
CenturyLink	\$39.10
Charter Communications	\$800.00
City of Gillette	\$7,478.10
Paintbrush Services	\$1,869.00
Powder River Energy	\$2,937.88
Verizon Wireless - Adult Drug Court	\$145.92
Verizon Wireless - Public Works	\$946.91
Wright Water & Sewer District	\$1,408.94
Black Hills Energy	\$1,394.67
Charter Communications	\$384.30
City of Gillette	\$45,740.10
Visa - First National Bank	\$250.00
Navajo Transitional Energy Co	\$454,339.22
Newcastle Motors	\$53,981.00
Paintbrush Services	\$388.30
Powder River Energy	\$13,706.00
Waste Connections of Wyoming	\$1,950.90
White's Energy Motors	\$100,294.00
Wright Water & Sewer District	\$276.15
Rudolph Zehnder	\$2,000.00
AT&T Mobility - CDS	\$135.38
AT&T Mobility - Parks & Rec	\$232.48
Black Hills Energy	\$11,924.96
Campco Federal Credit Union	\$150.00
Campbell Cnty Clerk Tax Acct	\$294,868.95
Campbell Cnty Treasurer - FLX/HAS	\$4,174.77
City of Gillette	\$92,475.01
Great West Trust Company	\$28,138.00
US Dept of Treasury - Debt Mgmt Services	\$134.30
Powder River Energy	\$7,399.73
Sheridan Cnty Circuit Court	\$321.96
Waste Connections of Wyoming	\$1,828.04
Wright Water & Sewer District	\$1,966.50
Wyoming Child Support	\$807.83
State of Wyoming - Dept of Revenue & Tax	\$283.16
WAG - DIV of Criminal Investigations	\$15.00
AT&T Mobility - Airport	\$190.84

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AT&T Mobility - EMT	\$165.11
Black Hills Energy	\$2,048.61
Centurylink	\$18,332.69
City of Gillette	\$12,525.59
FedEx	\$11.03
Means First Water & Sewer District	\$201.85
Paintbrush Services	\$903.38
Verizon Wireless - EMA	\$38.52
Verizon Wireless - Fair	\$50.56
Verizon Wireless - JFDC	\$249.30
Verizon Wireless - Public Health	\$470.27
Verizon Wireless - Public Works	\$40.13
Verizon Wireless - Sheriff	\$4,835.64
Waste Connections of Wyoming	\$198.47
Western Waste Solutions	\$991.50
AFLAC	\$32.38
Campbell Cnty Clerk Tax Acct	\$25,930.51
CCEHBT - Health, Dental, AFLAC	\$762,554.02
Campbell Cnty Treasurer - FLX/HAS	\$2,152.49
Charter Communication - EMT	\$59.51
Charter Communication - Sheriff	\$86.64
Charter Communication - Jail	\$238.05
Charter Communication - Airport	\$274.89
Charter Communication - Airport	\$231.70
Charter Communication - Spirit Hall	\$240.93
Charter Communication - Parks & Rec	\$301.88
Delta Dental of Wyoming	\$1,748.00
Great West Trust Company	\$2,735.00
HM Life Insurance Company	\$172,645.45
Gallagher Benefits Services	\$19,538.48
VSP of Wyoming	\$7,968.42
Wyoming Retirement Life	\$528.00
Wyoming Retirement Systems	\$457,030.67

The following are the claims for Part-Time Employees summarized by department for September 2023; Sheriff-Detention, 1,414.90; Sheriff-24/7, 1,428.17; Public Works, 3,720.04; Coroner, 2,400.00; Extension, 1,401.00; District Clerk of Court, 1,253.18; Public Health, 4,092.59; Children's Center, 16,915.98; Museum, 2,539.68; Fair, 665.50; Library, 58,651.32; Parks & Recreation, 78,554.90.

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

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

Office of County Commissioners
September 18, 2023
Gillette, Wyoming

Directors Meeting

The Campbell County Board of Commissioners met for a Directors Meeting, Monday, September 18, 2023, at 1:31 PM.

Present were Colleen Faber, Jim Ford, Butch Knutson, Kelley McCreery, Del Shelstad, Commissioners; Denton Knapp, Executive Director of Administration; Sandra Beeman, Deputy Director of Administration; Brandy Elder, Human Resources Executive Director; Matt Olsen, Public Works Director; Kevin Geis, Road & Bridge Director; Kyle Ferris, Deputy County Attorney; Kelly Wallem, County Attorney Office Manager; Phil Harvey, Information Technology Director; Jane Glaser, Public Health Director; Aaron Lyles, CAM-PLEX Director; Robert Henning, Museum Director; Chad Beeman; Adult Treatment Court Director; Ryan Fox; Fire Department Deputy Chief; Jim Lyon, Juvenile Services Director; Kim Fry and Sara Olsen, Extension Office; Todd Chatfield, Airport Director; Dwayne Dillinger, Parks & Recreation Director; Leslie Perkins, Public Information Officer; Shannon Ireland, Chief Deputy County Clerk; and members of the press.

Kim Fry introduced Sara Olsen, the Extension Office's new CVH Educator.

Brandy Elder provided an update for the Human Resources Department.

Kyle Ferris and Kelly Wallem discussed the new Contracts and Legal Review Form.

Commissioners reminded Directors that agenda items are due to Sandra by the Thursday prior to meetings.

Commissioner Ford discussed the Wyoming Energy Summit and Mine Tour with a lunch sponsorship. Commissioner Ford also discussed the Western Governors Association meeting on September 20th, 2023 at the Integrated Test Center.

Commissioner Faber discussed the County Land Policy including leases for the Centennial Section and North Landfill Property.

Commissioner Knutson discussed the Northern Drive Parcels.

Matt Olsen provided project update for the Public Works Department.

Aaron Lyles provided a Camporee update for the CAM-PLEX.

Workshop was held on the Wyoming Class Investments.

Workshop was held on the Planning Division Functions Overview and Roads Programs.

Commissioner Shelstad moved the Board convene into Executive Session to discuss Personnel. Commissioner Knutson seconded the motion. All voted Aye. Motion Carried.

Executive Session was held.

There being no further business to come before the Commissioners, the meeting was adjourned at 5:49 PM.

Next Directors Meeting to be held October 2, 2023, at 1:30 PM.

Shannon Ireland, Chief Deputy 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
September 19, 2023
Gillette, Wyoming

The Campbell County Board of Commissioners met in regular session, Tuesday, September 19, 2023. Chairman Faber called the meeting to order at 9:01 AM. Scott Clem led the Invocation and the Pledge of Allegiance.

Present were Colleen Faber, Jim Ford, Butch Knutson, Kelley McCreery, Del Shelstad, Commissioners; Denton Knapp, Director of Administration; Shannon Ireland, Chief Deputy County Clerk.

The following consent agenda was presented:

MINUTES

Board of Commissioners Senior Center Board, August 30, 2023

Board of Commissioners Children's Developmental Services Board, August 30, 2023

Board of Commissioners Directors Meeting, September 5, 2023

Board of Commissioners Regular Meeting, September 6, 2023

Board of Commissioners Public Land Board Meeting, September 14, 2023

MONTHLY REPORTS

Clerk of District Court – August 2023

Clerk's Office – August 2023

Sheriff's Office – August 2023

Treasurer's Office – August 2023

CANCELLATION/REBATE OF TAXES

#2021-228, 2021-229, 2021-230, 2021-235, 2021-241, 2021-242, 2021-243, 2021-244, 2021-245, 2021-247

AGREEMENTS

Research Agreement Modification No. 1 between the University of Wyoming and Campbell County to extend the agreement period from December 1, 2023 to September 30, 2024 for the research services outlined in the original agreement and the Cooperative Research and Development Agreement NETL AGMT- 1037.

CAPITAL REQUESTS

Sheriff's Office – Request to change budgeted capital request from an Artic Sectional Snow Pusher \$11,175 to purchase a 96" Snow Pusher (\$4,275) and a 84" V-Blade (\$6,850) for a total amount of \$11,125 from account 100052-68200.

COMMENT LETTERS

Submission of comment letter to the Bureau of Land Management regarding Fluid Mineral Leases and Leasing Process Proposed Rule (Federal Register/Vol. 88, No. 140/Monday, July 24, 2023/Proposed Rule/pages 47562).

Submission of supplemental information to the Bureau of Land Management regarding the 2023

Draft Resource Management Plan Amendment and Supplemental Environment Impact Statement (SEIS) for the 2015 Buffalo Field Office Approved Resource Management Plan (RMP), Wyoming.

CONTINGENCY REQUEST

Public Works – Contingency Funds Request for heavy equipment repair to the Landfill Scraper, in the amount of \$78,518.36 from 100013-69800 General County Contingency.

DEA REGISTRATION RENEWAL

Approval to certify that Campbell County/Campbell County Sheriff's Office is a fee exempt government agency for the Drug Enforcement Administration (DEA) registration.

FLEET VEHICLES FY2023-2024

Correction: Update Price from \$52,000 to \$54,625 – Two (2) ½ Ton Crew Cab Pick Up Police, Ford F-150 Police, from Thunder Basin Ford (Gillette), in the amount of \$54,625 per vehicle for the Sheriff's Office.

FUNDING REQUESTS

Approval to fund a lunch for the Wyoming Energy Summit and Mine Tour for state legislators from PRB coal consuming states hosted by Wyoming Energy Authority (WEA), in the amount not to exceed \$500.00

LINE ITEM TRANSFERS

Parks & Recreation

Transfer \$600.00 from 10777-60200 PT Regular Project 770777-BBALLJH-COACH to Project 770777-VBALL-COACH

Transfer \$2,000.00 from 100774-64250 Landscaping Supplies Project 770774-LANDSUPP to 100774-65080 Building Maintenance Project 770774-BUILDMAINT-ELECSUPP

Public Health

Transfer \$1,700.00 from 100407-64700 Medical Supplies to 100407-62580 Indigent Burials

Transfer \$1,000.00 from 100407-64700 Medical Supplies to 100407-62580 Indigent Burials

Public Works

Transfer \$19,653.75 from 170081-66935 District Support Grant to Project 081DSG Wildhorse-Roads-GravlMaint

Transfer \$12,733.75 from 170081-66935 District Support Grants to Project 081 DSG FreedomHill-Water-NonRegion

Transfer \$11,840.00 from 170081-66935 District Support Grants to Project 081 DSG CenCampCou-Roads-PaveMaint

POSITION VACANCY JUSTIFICATIONS

Airport – Airport Operations Tech II

Public Works/Recycling Center – Recycling Center Technician

HAND WARRANTS

State of Wyoming - Dept of Revenue & Tax	\$2,305.09
Campco Federal Credit Union	\$150.00
Campbell Cnty Clerk Tax Acct	\$294,056.07
Campbell Cnty Treasurer - FLX/HAS	\$40,830.77
Great West Trust Company	\$28,018.00
US Dept of Treasury - Debt Mgmt Services	\$298.03
Sheridan Cnty Circuit Court	\$321.96
Wyoming Child Support	\$807.83
Black Hills Energy	\$998.31
CenturyLink	\$39.10
Charter Communications	\$800.00
City of Gillette	\$7,478.10
Paintbrush Services	\$1,869.00
Powder River Energy	\$2,937.88
Verizon Wireless - Adult Drug Court	\$145.92
Verizon Wireless - Public Works	\$946.91
Wright Water & Sewer District	\$1,408.94
First National Bank - Treasurer Office	\$250.00
Newcastle Motors	\$53,981.00
White's Energy Motors	\$50,230.00
Navajo Transitional Energy	\$454,339.22
White's Energy Motors	\$50,064.00
Rudolph Zehnder	\$2,000.00

The following are the claims for Part-Time Employees summarized by department for August 2023; Sheriff-Detention, 2,339.88; Sheriff-24/7, 1,419.44; Public Works, 3,766.42; Coroner, 2,090.00; Extension, 5,760.00; District Clerk of Court, 2,967.20; Public Health, 2,018.03; Children's Center, 18,607.22; Museum, 2,586.32; Fair, 18,650.25; Library, 62,003.85; Parks & Recreation, 127,036.74.

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

Commissioner Knutson presented the Commission Calendar of Events.

Denton Knapp provided the Veteran's Update.

Maureen Costello and Jana Webb presented Employee Years of Service Awards with the Commissioners.

Toni Brown and her cadets requested a Wreaths Across America Proclamation.

Commissioner Ford moved the Board approve the Contract for Services between the Board of County Commissioners and Gillette Community College District – Area 59, in the amount not to exceed \$10,000 from the Optional One Percent Sale Tax, for the period of July 1, 2023 to June 30, 2024, as presented. Commissioner Shelstad seconded the motion. All voted Aye. Motion Carried.

Commissioner Shelstad moved the Board approve the Contract for Services between the Board of County Commissioners and Gillette Abuse Refuge Foundation, in the amount not to exceed \$97,400 from the Optional One Percent Sale Tax, for the period of July 1, 2023 to June 30, 2024, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion Carried.

Commissioner McCreery moved the Board approve the Contract for Services between the Board of County Commissioners and Campbell County Senior Center Association, Inc., in the amount not to exceed \$435,000 from the Optional One Percent Sale Tax, for the period of July 1, 2023, to June 30, 2024, as presented. Commissioner Ford seconded the motion. All voted Aye. Motion Carried.

Commissioner Knutson moved the Board approve the Contract for Services between the Board of County Commissioners and Ride and Shine Equine Assisted Therapies, Inc., in the amount not to exceed \$6,000 from the Optional One Percent Sale Tax, for the period of July 1, 2023 to June 30, 2024, as presented. Commissioner Shelstad seconded the motion. All voted Aye. Motion Carried.

Commissioner Shelstad moved the Board approve the Contract for Services between the Board of County Commissioners and Boys and Girls Club of Campbell County, in the amount not to exceed \$45,000 from the Optional One Percent Sale Tax, for the period of July 1, 2023 to June 30, 2024, as presented. Commissioner Knutson seconded the motion. All voted Aye. Motion Carried.

Commissioner Ford moved the Board approve the Contract for Services between the Board of County Commissioners and Visitation and Advocacy Center, in the amount not to exceed \$71,852 from the Optional One Percent Sale Tax, for the period of July 1, 2023 to June 30, 2024, as presented. Commissioner Shelstad seconded the motion. All voted Aye. Motion Carried.

Commissioner Shelstad move the Board approve the Contract for Services between the Board of County Commissioners and Council of Community Services, in the amount not to exceed \$50,000 from the Optional One Percent Sale Tax, for the period of July 1, 2023 to June 30, 2024, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion Carried.

Commissioner Knutson moved the Board approve the Contract for Services between the Board of County Commissioners and CLIMB Wyoming, in the amount not to exceed \$24,000 from the Optional One Percent Sale Tax, for the period of July 1, 2023 to June 30, 2024, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion Carried.

Commissioner Ford moved the Board approve the Grant Agreement between the Wyoming Department of Health, Public Health Division and Campbell County to address public health infrastructure needs and expand workforce development, in the amount of \$91,644.45 for the period from Effective Date to November 30, 2027, as presented. Commissioner Shelstad seconded the motion. All voted Aye. Motion Carried.

PUBLIC HEARING

A public hearing was held pertaining to the Study Simple Subdivision and Zoning Request. There was no public comment.

Commissioner Ford moved the Board approve the Study Zoning Request of R-S, Residential Suburban for Parcel 2 of the proposed Study simple Subdivision, Case Number 23.04.COZ, effective upon the final approval of the plat, as recommended by the Planning Commission. Commissioner Shelstad seconded the motion. All voted Aye. Motion Carried.

Commissioner Shelstad moved the Board approve the Study Simple Subdivision, Case Number 23.02.CRSD, to subdivide a 40.37-acre parcel into two parcels: Parcel 1, 30.37-acres and Parcel 2, 10.0-acres, as recommended by the Planning Commission. Commissioner McCreery seconded the motion. All voted Aye. Motion Carried.

REGULAR BUSINESS II

Commissioner Ford moved the Board approve the revised Employee Recognition Committee Bylaws, effective September 19, 2023, as presented. Commissioner Shelstad seconded the motion. All voted Aye. Motion Carried.

Commissioner Ford moved the Board approve the Campbell County Statement of Investment and Investment Policy Compliance Statement, Policy Number 2.004, effective September 19, 2023, as presented. Commissioner Shelstad seconded the motion. All voted Aye. Motion Carried.

Commissioner Shelstad moved the Board approve the revised Public Records Request Policy, Policy Number 1.004, effective September 19, 2023, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion Carried.

Commissioner McCreery moved the Board approve the Master Agreement between DDI Capital and Campbell County to lease new data center equipment, in the amount of \$790,100, for a 60-month term starting January 1, 2024, as presented. Commissioner Knutson seconded the motion. All voted Aye. Motion Carried.

Commissioner Shelstad moved the Board approve the Certificate of State Grant-in-Aid between the Wyoming Department of Transportation, Aeronautics Division and Campbell County for 2024 NAVAIDS Maintenance at the Northeast Wyoming Regional Airport, in the amount of \$20,804.80 with a local match of \$5,201.20, as presented. Commissioner Ford seconded the motion. All voted Aye. Motion Carried.

Commissioner Knutson moved the Board approve the ILS Amendment One Grant Agreement, Project AGC026X, to increase grant amount by \$72,656 (\$58,124 State Portion and \$14,532 Local portion) to match actual costs, for a total cost of \$378,886, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion Carried.

Commissioner Ford moved the Board approve the Sole Source Purchase Request for the Sheriff's Office to purchase an Ariens mammoth 850 Kawasaki Snowplow and accessories from Frontier Outdoor Power, in the amount of \$30,967.19, as presented. Commissioner Knutson seconded the motion. All voted Aye. Motion Carried.

PUBLIC COMMENT

There were no public comments.

Commissioner Ford and Commissioner Knutson left the meeting at 11:22 AM.

WORKSHOP

There was a Coal Seam Fires Discussion Workshop held with the Bureau of Land Management (BLM).

Commissioner Knutson rejoined the meeting at 1:30 PM.

There was a Compensation Review Workshop held with the Sheriff's Office.

Commissioner Shelstad moved the Board convene into an Executive Session to discuss personnel. Commissioner Knutson seconded the motion. All voted Aye. Motion carried.

Executive Session was held.

There being no further business to come before the Board of Commissioners, the meeting was adjourned at 3:33 PM. The next regular meeting of the Commissioners will be held Tuesday, October 3rd, 2023, at 9:00 AM in the Commissioners Chambers in the Courthouse.

Shannon Ireland, Chief Deputy 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
September 21, 2023
Gillette, WY

The Campbell County Board of Commissioners met with the Lodging Tax Board Thursday, September 21, 2023, at 3:02 PM.

Present were Colleen Faber, Del Shelstad, Butch Knutson, Kelley McCreery, Commissioners; Amanda Milnes, Deputy County Clerk; Denton Knapp, Commissioners Executive Director; Heidi Gross – Gillette City Councilman; and members of the Lodging Tax Board. Commissioner Jim Ford was absent from the meeting.

Jessica Seders, Executive Director gave an update on the Lodging Tax Year End numbers, Year-Over-Year (YOY) comparison and the Visitor Center account balance.

Jessica Seders, Executive Director reported on the Summer 2023 Visitor Center numbers for the Gillette and Wright Visitor Centers, Gillette Tours, Coal Mine Tours and Durham Ranch Tours.

Jessica Seders, Executive Director reported data collected from Zartico during the NHSFR. Discussion was held.

Jessica Seders, Executive Director gave an update on International Pathfinder Camporee. Discussion was held.

Jessica Seders, Executive Director thanked the Commissioners for their support in collecting the revenue data from the NHSFR.

No action was taken by the Commissioners. All Commissioners left the meeting at 3:50 PM.

Amanda Milnes, Deputy County Clerk
Board of Commissioners

Colleen Faber, Commissioner
Board of Commissioners

Office of County Commissioners
September 21, 2023
Gillette, WY

The Campbell County Board of Commissioners attended the Public Health Board meeting, Thursday, September 21, 2023, at 7:00 PM.

Present were Colleen Faber, Jim Ford, Butch Knutson, Kelley McCreery, Del Shelstad Commissioners; Amanda Milnes, Deputy County Clerk; Sandra Beeman, Commissioners Deputy Director; Jane Glaser, Public Health Director; and Public Health Board members.

Jane Glaser, Public Health Director, provided an update on personnel.

Jane Glaser, Public Health Director, reported on Covid 19 cases and provided an update on Covid 19 testing and vaccines.

Jane Glaser, Public Health Director, provided an update on Opioid Settlement Funds. Discussion was held.

Jane Glaser, Public Health Director, provided an update on the carpet/flooring for the building.

Discussion was held concerning a Walk-In day during the week for adult vaccines.

Jane Glaser, Public Health Director, provided an update on the various flu shot clinics coming up. Discussion was held regarding the funding for the VIP Flu Clinic program.

No action was taken by the Commissioners, and they left the meeting at 7:33 PM.

Amanda Milnes, Deputy County Clerk
Board of County Commissioners

Colleen Faber, Chairman
Board of County Commissioners

Office of County Commissioners
September 25, 2023
Gillette, WY

The Campbell County Board of Commissioners met with the Library Board, Monday, September 25, 2023, at 4:33 PM.

Present were Jim Ford, Butch Knutson, Kelley McCreery, Del Shelstad, Commissioners; Amanda Milnes, Deputy County Clerk; Denton Knapp, Commissioners Executive Director; Greg Thomas, Contracted County Attorney, and members of the Library Board. Commissioner Colleen Faber was absent from the meeting.

Amanda Milnes, Deputy County Clerk presented the County Clerk and County Treasurer’s Abstract Statements for Campbell County to the Wyoming Department of Audit, Public Funds Division for July 1, 2022 to June 30, 2023. Commissioner Ford moved the Board approve the presented items and Commissioner McCreery seconded the motion. All Voted – Aye. Carried.

Chuck Butler, Public Library Board Chairman, provided a status update on hiring for the Executive Director position. Discussion was held.

No other action was taken, and the meeting was adjourned at 4:40 PM.

Amanda Milnes, Deputy County Clerk
Board of County Commissioners

Del Shelstad, Chairman
Board of County Commissioners

PAYROLL PAYMENT

FOR THE PAY PERIOD (s) ENDING

8/19, 23
9/2, 23
9/14, 23

We do hereby approve the County Payroll as presented this 3rd day of October, 2023

Member

Member

Member

Member

Chairman



CREDIT CARD REQUEST

Please complete the credit card request form and submit it to the Office of Commissioners.

First Name: Nathan Last Name: Grotrian

Department: Children's Developmental Services

Mailing Address: 1801 South 4-J Road

City: Gillette State: WY Zip Code: 82716

Business Phone: 307-682-2392 *Cell Phone: _____

Credit Increase Amount: N/A

** If the bank detects suspicious charges on the card, the bank's fraudulent department will call the cell phone number on file to verify the charges.*

As an authorized cardholder, I understand that the card may be used for authorized Campbell County business and that no personal expenses are to be charged to the card. I am responsible for all charges made against the card and I am expected to submit itemized receipts/documentation for every transaction, resolve any discrepancies, and follow proper card security measures.

[Signature]
Employee Signature

09-29-2023
Date

[Signature]
Authorizing Department Signature

09-29-2023
Date

FOR COMMISSIONERS OFFICE USE ONLY

Credit Card Request: ☐ Approve ☐ Deny

Credit Limit Increase: ☐ Approve ☐ Deny

Date: _____ Chairman Signature: _____

1st Line on Card: _____

2nd Line on Card: _____

Credit Limit: \$3,000



CREDIT CARD REQUEST

Please complete the credit card request form and submit it to the Office of Commissioners.

First Name: Natalie Last Name: Terrell

Department: Children's Developmental Services

Mailing Address: 1801 South 4-J Road

City: Gillette State: WY Zip Code: 82716

Business Phone: 307-682-2392 *Cell Phone: _____

Credit Increase Amount: N/A

** If the bank detects suspicious charges on the card, the bank's fraudulent department will call the cell phone number on file to verify the charges.*

As an authorized cardholder, I understand that the card may be used for authorized Campbell County business and that no personal expenses are to be charged to the card. I am responsible for all charges made against the card and I am expected to submit itemized receipts/documentation for every transaction, resolve any discrepancies, and follow proper card security measures.

Natalie Terrell
Employee Signature

9-29-23
Date

[Signature]
Authorizing Department Signature

09-29-2023
Date

FOR COMMISSIONERS OFFICE USE ONLY

Credit Card Request: ☐ Approve ☐ Deny

Credit Limit Increase: ☐ Approve ☐ Deny

Date: _____ Chairman Signature: _____

1st Line on Card: _____

2nd Line on Card: _____

Credit Limit: \$3,000

OFFICE

500 S. Gillette Avenue, Suite 1100
Gillette, Wyoming 82716
(307) 682-7283
(307) 687-6325 FAX
www.campbellcountywy.gov



Denton Knapp
Executive Director of Administration

BOARD OF COMMISSIONERS

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

September 29, 2023

Ms. Brenda Mallory
Chair

Council on Environmental Quality
730 Jackson Place N.W.
Washington, D.C. 20503

Email: Amy.B.Coyle@ceq.eop.gov

Portal: <https://www.regulations.gov>

Agency Name: Council on Environmental Quality
Docket Number: CEQ-2023-0003

RE: Notice of Proposed Rulemaking regarding the National Environmental Policy Act (NEPA) Implementing Regulations Revisions Phase 2 (Proposed Rule), Docket No. CEQ-2023-0003 (Federal Register/Vol. 88, No. 145/Monday, July 31, 2023/Page 49924)

Dear Chairwoman Mallory:

On behalf of the Campbell County Board of Commissioners (County) located in Gillette, Wyoming, I want to thank you and the Council for Environmental Quality (CEQ) for allowing us the opportunity to submit comments regarding the above referenced Proposed Rule. Working to find a balance between managing resources under numerous laws and regulations, maximizing state and local participation in the process, recognizing and protecting private property rights and promoting economic development are critical to our western way of life.

Campbell County is unique as our lands are comprised of approximately 12.5% federal surface and an estimated 87.5% federal minerals. Balancing surface disturbing activity, conserving grazing and wildlife habitat, protecting private property rights and promoting continued energy development are essential to our livelihoods and NEPA is a pivotal and required procedure in managing all of these resources where federal lands exist.

Campbell County submitted comments during the public process generally supporting the September 14, 2020 Rule for Implementing the Procedural Provisions of NEPA (2020 Rule) as they created a more focused and timely approach with the intent of making the process more cost effective and efficient. Historically, the biggest issue identified was the inconsistency of application of the regulations through agencies and their implementing handbooks, manuals and policy decisions and the County supported proposed changes that assisted in streamlining that process. The same remains true today, as the County promotes a system that reduces redundancies, inconsistencies and streamlines the overall NEPA process. Furthermore, the County submitted comments in November of 2021 regarding the CEQ Implementing Regulations Revisions for Phase I.

With this in mind, Campbell County provides the following specific comments for the CEQ's consideration:

General

- Wyoming County Commissioners Association (WCCA) -- Campbell County endorses, and incorporates by reference, comments submitted by the WCCA.
- State of Wyoming -- Campbell County endorses, and incorporates by reference, comments submitted by the State of Wyoming.

Specific Comments regarding Phase 2 of the Proposed Rulemaking

- Environmental Assessments (EAs) (Part 1501.5) –

The County supports the current CEQ regulations in place specific to the publication of the draft EA for public review or comment; meaning it is not mandated that a draft EA be issued for public comment. The County also agrees that *if* the draft EA is published for public review, the federal agency should allow the public to comment and consider that input in the final EA.

Generally, the EA process allows for more flexibility in its application than an EIS by allowing agencies the discretion to tailor the NEPA process to more accurately reflect the needs of the project, which is important to both the project proponent and the federal agency when considering the allocation of costs and resources associated with the project.

Moreover, where appropriate, federal agencies should be authorized to allow state or local governments to draft portions or all of the EAs or Categorical Exclusions (CEs) to ensure timeliness and cost efficiencies for the implementation of the project proposal. The County supports CEQ providing clarity under what circumstances it is permissible and appropriate for non-federal agencies to assume such responsibilities. It is understood that the federal agency will retain the final decision-making authority on the NEPA document; however, utilizing state and local government cooperating agencies to assist with not only the review of the documents but the development of the analysis could be beneficial to the overall effectiveness of the process.

- Lead and Cooperating Agencies (Parts 1501.7 and 1501.8) –

The participation of state and local governments in the planning process is critical. Under the 2020 Rule, CEQ correctly modified the NEPA implementation procedures to bolster the role that local and state governments play in the process. Federal agencies should rely on, or incorporate to the maximum extent allowed by law, any county environmental, economic and social reviews that are available and applicable. Local and state governments are closest to the resource and best understand the needs and the impacts that actions will have on the ground, as well as on the resource and the community.

This Proposed Rule suggests language changes that in fact diminish the role of local governments in the NEPA process by allowing the public to participate at the same level of meaningful engagement. Local governments as cooperating agencies must have a larger role in the federal land management decision making process than the public as provided, but not limited to, the information below:

- County Natural Resource Management Plans – It is the County's responsibility to ensure state and federal agencies manage lands and resources in County in a way that protects and improves the health, safety, environment, and well-being of our citizens, and improves the performance of the economy without imposing unacceptable or unreasonable costs or impacts to local social structure (Wyoming Statute [W.S.] 18-5-208(a)).

Federal agencies are required to identify and analyze the impacts to local economies and community culture when making decisions. Campbell County encourages federal agencies to be as consistent as allowed by law with the Campbell County Natural Resource Management Plan adopted in September of 2022 (County Plan). The County Plan specifically recognizes that the private sector is the best engine for economic growth; regulatory policies should respect the role of state and local governments; and federal land policies and regulations should be effective, consistent, sensible, and understandable.

- Federal Land Policy and Management Act (FLPMA) – FLPMA, which governs the BLM provides detailed requirements for “coordination” and “consistency” with local land use plans. With regard to the requirements for “coordination”, FLPMA states that the BLM must:

Additionally, FLPMA requires BLM land use plans to be consistent with local land use plans, provided that achieving consistency does not result in a violation of federal law. FLPMA states: “Land use plans of the Secretary [of the Interior,] under this section **shall** be consistent with state and local plans to the maximum extent he finds consistent with Federal law and the purposes of this Act” (43 U.S.C. § 1712(c)(9)).

In other words, FLPMA requires both “coordination” and “consistency review.” Coordination should include both regularly scheduled meetings between the various local governments and BLM managers, as well as inviting local federal agency staff to local government meetings. Pursuant to FLPMA’s consistency review requirement, if a federal land use plan is inconsistent with a local land use plan, the BLM owes an explanation of how achieving consistency would result in a violation of federal law. (43 U.S.C. § 1712(c)(9)).

- National Environmental Policy Act (NEPA) -- The National Environmental Policy Act (NEPA) applies to “every major Federal action significantly affecting the quality of the human environment” (42 U.S.C. § 4332(2)(C)). The courts have interpreted this to mean that every time the federal government makes a decision for most actions that may have an environmental impact, NEPA compliance is required. Some courts have even required agencies to follow NEPA when the agency spends a small amount of money on a project or program when they are not the lead agency. (See *e.g.*, *Citizens Alert Regarding the Environment v. United States Environmental Protection Agency*, 259 F. Supp.2d 9, 20 (D.D.C. 2003)).

Local governments can participate in the NEPA process as a “cooperating agency” (40 C.F.R. § 1508.5), an action separate from NRMP consistency review. If a local government believes that a proposed federal action will impact the local government, and the local government wants to be involved in the analysis and decision-making process at its inception, the government may request “cooperating agency status” to the deciding federal agency. “Cooperating agency status” allows local governments to work with federal agencies throughout the development of a federal plan or proposal, including before public feedback is solicited. It does not require a written NRMP prepared by local governments. Should a local government request cooperating agency status for a particular agency proposed action (for example, the designation of critical habitat for a listed threatened or endangered species), the local government can, at the request of the lead agency, participate in drafting portions of the relevant NEPA document (40 C.F.R. § 1501.6(b)(3)). This can involve identifying appropriate scientific data, assisting with alternative development for the proposed federal action, and ensuring that the discussion of impacts to the local economy or the local citizens is accurate. A NRMP, while not required, can aide this analysis.

Cooperating agency status can be reserved for more significant federal decisions likely to have a larger impact on a community and is not required for every federal action.

- National Forest Management Act (NFMA) – The NFMA governs the U.S. Forest Service (USFS) and requires the agency to “coordinate”. The NFMA requirements are as follows:
 - *[T]he Secretary of Agriculture shall develop, maintain, and, as appropriate, revise land and resource management plans for units of the National Forest System, coordinated with the land and resource management planning processes of State and local governments and other Federal agencies (16 U.S.C. § 1604(a)).*

The fact that the USFS is directed to “coordinate” with local governments implies, by its plain meaning, that the USFS must engage in a process that involves more than simply “considering” the plans and policies of local governments; it must attempt to achieve compatibility between USFS plans and local land use plans. Additionally, the Forest Service is mandated to “engage the public, including State and local governments early throughout the planning process.” 36 C.F.R. § 219.4(a)(1).

The USFS is also obligated to perform a consistency review. For development of forest plans, the forest Service shall review the planning and land use policies of State and local governments where relevant to the plan area. The results of the review shall be displayed in the EIS. 36 C.F.R. 219.4(b)(2).

Finally, regarding the federal agencies ability to challenge a denial to a request to serve as a local government cooperating agency in a NEPA process, non-federal cooperating agencies should be granted the right to appeal to the CEQ if denied by a lead federal agency.

- Public and Governmental Engagement (Part 1501.9) –

Campbell County has expressed concerns that with reduced time limits for conducting the NEPA process, timeframes for coordinating with cooperating agencies has also decreased significantly. While the federal agencies have shown signs of doing better as it pertains to cooperating agency coordination and allowing appropriate times to provide input and reviews, the process must not be diminished to a “check-the-box” exercise. Meaningful input from state and local governments is a critical part of the process and proper engagement can help to resolve issues up front and reduce litigation. The County supports language that allows for meaningful engagement with federal agencies. In addition, adequate timeframes for cooperating agency reviews throughout the NEPA process must be allowed in the project schedule to ensure adequate and effective engagement and input from the non-federal cooperating agencies.

- Deadlines and Schedule for the NEPA Process (Part 1501.10)

The County is supportive of the presumptive timeframes and page limits outlined in the Proposed Rule as one year for EAs and two years for EISs. Cooperating agencies must be included in the process at the earliest opportunity to maximize engagement. To be most effective, federal agencies must include cooperating agencies and local governments in the pre-planning process prior to the Notice of Intent or Notice of Availability being posted.

Campbell County supports language that requires the federal agencies to consult and seek concurrence with cooperating agencies, project sponsors and applicants when establishing schedules and at appropriate times during the NEPA process to ensure that the project is accurately framed and analyzed. Furthermore, the County supports the identification of key milestones in the environmental review process and schedule

as this ensures transparency between the parties. Finally, the federal agencies are encouraged to seek ways to resolve disputes early in the process, if possible, to reduce litigation.

- Tiering and Incorporation by Reference (Parts 1501.11) –

CEQ regulations should codify the current practice of using tiering and “incorporation by reference;” however, to further streamline the process with the public, information incorporated by reference or tiered to the document should include the appropriate link in the text which directly references the applicable document for accuracy and ease of access to the reader and the public. This would also ensure that the reader reviewed the correct reference document which could reduce confusion and comments regarding outdated information or non-relevant data.

- Page Limits (Part 1502.7) –

Campbell County supports page limits for EISs at 150 pages or 300 pages with an exception process for exceedances. The appropriate use of tiering and incorporation by reference, including the applicable links for those documents, should assist in being able to comply with that limitation.

- Purpose and Need; Alternatives Including the Proposed Action (Part 1502.13 and 1502.14) –

Campbell County supports CEQs proposal to focus the Purpose and Need statement to more accurately meet the needs of the project proponent and the agencies authority. More often than not, many NEPA documents drift in its scope of alternatives and analysis that go far beyond the Purpose and Need of the project. A clearly defined Purpose and Need statement will eliminate unreasonable alternative development and alternatives outside of the scope from being unnecessarily included, which will reduce inefficiencies and costs associated with the analysis. The County appreciates the emphasis and clarity on Purpose and Need in this section.

Campbell County also appreciates the additional clarification provided by CEQ addressing the reasonableness of alternatives analyzed in the EIS. This reasonableness standard is further supported by focusing a more narrowed Purpose and Need statement, which eliminates the need to consider alternatives that are beyond the scope of the analysis.

- Proposed Revisions to Other Requirements of NEPA (Part 1506) –

Currently, our County has a local Natural Resource Plan and we work diligently to push federal agencies to conduct a consistency review during the NEPA process; however, many times the federal agencies only reference that they have actually conducted the review and do not provide any detailed information that NEPA documents are consistent with local plans or more importantly where they are inconsistent with federal laws, rules and regulations and why. CEQ should provide language to add clarity and instructions that emphasize to federal agencies they must sufficiently demonstrate in the NEPA document that a detailed consistency review was conducted at the state and local government level and that the federal agency sufficiently considered and explained why federal laws, rules, regulations or policies are or are not consistent with local government plans.

Additionally, NEPA project proponents are many times private individuals or companies looking to conduct activity on federal lands or where a federal nexus exists. In the development of the NEPA document, federal agencies will limit interaction with project proponents during the EA and EIS development process so as not to unduly influence the document. However, without sufficient involvement by the project proponent the information utilized in document can be inaccurate causing faulty analyses. Campbell County supports CEQs changes to allow project proponents, applicants and contractors more opportunities to coordinate

and engage in the preparation of the EAs or EISs to the maximum extent possible, which will reduce inaccuracies or delays of the analysis.

Additional Issues on which CEQ Invites Comment –

- Green House Gas (GHG) Emissions and Climate Change -- Campbell County continues to oppose the position that the inclusion of Green House Gas (GHG) or climate change impacts should be included in the CEQ Implementing Regulations. It is not appropriate to address a single category of impacts in these rules and those individual issues can be appropriately addressed by analysis in the individual NEPA document as warranted by the project.

Furthermore, under this proposal CEQ is altering how NEPA functions by directing federal agencies to analyze circumstances outside of the Purpose and Need of a proposed action and offers guidance that prioritizes GHG analysis. By including climate change as a specific issue that must be analyzed in all NEPA documents as an environmentally preferred alternative, CEQ is predetermining the outcome of any proposed action regardless of the agency or the project. This creates an unfair bias of the outcome. The County strongly opposes the inclusion of this recommendation in the CEQ Final Rule.

- Proposed Revisions to Update Part 1500, Purpose and Policy (Part 1500) [Environmental Justice] – “...CEQ proposed to modernize language from the 1978 regulations in paragraph (d) to emphasize public engagement, including with communities with environmental justice concerns...CEQ views an emphasis on engagement with the communities to be important because agencies have not always meaningfully engaged with them and such communities have been disproportionately and adversely affected by Federal activities.”

The County opposes CEQs premise for modernizing the language to include Environmental Justice in the Proposed Rule as this language is predetermining that communities are negatively impacted by a proposed action and are therefore, disadvantaged. A determination of impacts to communities should be conducted under the individual NEPA analysis for each project looking at the true impacts of a proposed action to a community. Only then can a federal agency determine the appropriate course of action in the decision document to alleviate impacts. Presupposing that Environmental Justice is occurring is pre-decisional and inappropriate for this CEQ Rule.

Moreover, the County would argue that not only fossil fuel energy and mineral development support the economic vitality of our communities, it also provides much-needed community support. Historically, energy companies in Wyoming have partnered with and provided the majority of support for community service programs, including programs associated with substance abuse recovery and mental health. Although Campbell County is not currently designated a “disadvantaged community” pursuant to federal agency metrics for income and race, policies that limit the region’s use of its abundant remaining fossil fuels and mineral reserves would result in severe socioeconomic harm to the region, potentially rendering the County a “disadvantaged community” in the near future. This is partly the reason we disagree with the CEQ and other federal agency directives that claim GHG emissions and climate change impacts automatically occur with every project and have negative effects on Environmental Justice communities before taking a hard look at the proposed action in the NEPA analysis along with proposed mitigation to offset impacts. We would contend that without fossil fuel and mineral leasing and production, the County would see much more detrimental impacts on our citizens; therefore, the inverse to the federal agency’s determination is true.

Input from local government should be meaningfully integrated in the decision-making process. Presupposing that Environmental Justice is occurring and should be addressed before NEPA occurs is pre-decisional and inappropriate for this CEQ Rule. The County strongly believes this language should be removed in the Final Rule.

- Private Property Rights –

In many NEPA documents, the project area boundary will include private surface or private minerals and in eastern Wyoming, a significant portion of split estate situations exist where there are federal minerals and private surface. Campbell County remains concerned that the consequences of federal stipulations, mitigation and policy directives continue to impact private property rights specifically where split estate lands exist.

CEQ should include language emphasizing that agencies and bureaus will respect and support the protection of private property rights to the maximum extent allowed by law, regulations, policies, directives when conducting NEPA. In addition, agencies should be required to reach out to affected landowners and allow them maximum opportunities to participate in the NEPA process should they be directly affected by the project and/or agency decisions.

While we do not believe further changes from the 2020 Rule are warranted at this time, we appreciate the opportunity to provide comments on Phase II of this rulemaking as NEPA is the cornerstone of our foundation in western states. The interpretation and implementation of this Proposed Rule will continue to have a significant impact on land management decisions in states where large amounts of federal lands/federal minerals are present.

We continue to appreciate the coordination and the relationship with the local BLM Buffalo Field Office. Should you have questions or require additional information, do not hesitate to contact me at 307-682-7283 colleen.faber@campbellcountywy.gov or our natural resource policy advisor Dru Palmer at 307-388-2709 (dru@wyoming.com).

Sincerely,

Colleen D. Faber
Chairman

CC: The Honorable Mark Gordon
The Honorable Harriet Hageman
The Honorable John Barrasso
The Honorable Cynthia Lummis
Jerimiah Reiman – Wyoming County Commission Association

CONTINGENCY FUNDS REQUEST

TO: Board of Commissioners

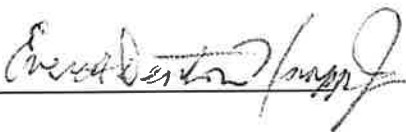
FROM: Kristin Young

DATE: 9/27/2023

SUBJECT: Contingency Funds Request

JUSTIFICATION: FY23 contract payment requested

	Transfer From: General County Contingency			Transfer To:	
Date of Entry	Amount	Account #	Account Name	Account #	Account Name
9/27/2023	\$1743.11	170013-69800	1% Contingency	170013-66960	1% Hum Serv & Extern Sub Ab

Department Head Signature: 

Commissioner Signature: _____

Award Amount: \$20,000.00

Invoice #: 2ndChance1%-JUNE2023
Invoice Date: 7/2/2023
PO Number:

Sponsor: Campbell County
Office of Commissioners
500 South Gillette Ave, Ste. 1001
Gillette, WY 82716

Payee: Second Chance Ministries
706 Longmont Street
Gillette, WY 82718

Directions: Fill in your CURRENT EXPENDITURES for each month. Do not delete or change the other columns
CURRENT AND CUMULATIVE COSTS:

	<u>BUDGET</u>	<u>CURRENT</u>	<u>CUMULATIVE</u>	<u>BUDGET REMAINING</u>
FROM: 7/1/2022		EXPENDITURES 6/1/2023	EXPENDITURES 7/1/2022	
TO: 6/30/2023		6/30/2023	6/30/2023	
Salary & Wages	\$10,000.00	\$1,087.72	\$11,087.72	(\$1,087.72)
Grants-in-Aid: Start up	\$4,300.00	\$174.94	\$4,474.94	(\$174.94)
Grants-in-Aid: Documentatio	\$700.00	\$25.00	\$438.00	\$262.00
Grants-in-Aid: Licensing	\$3,700.00	\$355.00	\$2,598.89	\$1,101.11
Grants-in-Aid: Client Phone	\$1,300.00	\$100.45	\$1,400.45	(\$100.45)
TOTAL DIRECT COSTS	\$20,000.00	\$1,743.11	\$20,000.00	\$0.00

Hand delivered
July 5th
Scanner was
cooperating.

CONTINGENCY FUNDS REQUEST

TO: Board of Commissioners
FROM: Matt Olsen, Executive Director of Public Works
DATE: September 26, 2023
SUBJECT: Contingency Funds Request
JUSTIFICATION: Heavy Equipment Repair – Landfill Blade

	Transfer From: General County Contingency			Transfer To:	
Date of Entry	Amount	Account #	Account Name	Account #	Account Name
9/26/2023	\$59,515.96	100013-69800	Contingency	100082-65000	Vehicle/Equip Repair/Maint

Department Head Signature: 

Commissioner Signature: _____



WYOMING MACHINERY COMPANY
P.O. BOX 2335
CASPER, WYOMING 82602

INVOICE

P.O. Box 2335
Casper, WY 82602
Phone: 307-472-1000

COMMITTED
TO
EXCELLENCE

6500 Swanson Rd
Gillette, WY 82717
Phone: 307-686-2812

7819 Hutchins Dr
Cheyenne, WY 82007
Phone: 307-638-7900

1940 Elk St
Rock Springs, WY 82901
Phone: 307-362-6500

P.O. Box 1238
5505 Mohan Rd
Gillette, WY 82717
Phone: 307-686-1500

SHIP TO:

CAMPBELL COUNTY LANDFILL
4 N LANDFILL RD
GILLETTE WY 82716

INVOICE NUMBER	INVOICE DATE	CUSTOMER NO.	CUSTOMER PURCHASE ORDER NUMBER	STORE	DIV	SALESMAN	PAGE
W07797627	09-26-23	0031600	312	03	G	DWK	1 of 24
PSO/WO NO.		DOC.DATE		SHIP VIA		INVOICE SEQ No.	
GI19985		07-10-23				5255174	
MAKE	MODEL	SERIAL NUMBER	EQUIPMENT NUMBER	METER READING		ID NO	
AA	140M 2	*CAT0140MPM9J00476*	312	3942.0		M9J476	
QUANTITY			DESCRIPTION			AMOUNT	

* * * INVOICE SUMMARY * * *

TRAVEL TO/FROM MACHINE

TOTAL MISC CHGS 970.20 *
SEGMENT AA TOTAL 970.20 T

TROUBLESHOOT FUEL SYSTEM

TOTAL PARTS 47.00 *
TOTAL LABOR 2771.48 *
SEGMENT 1D TOTAL 2818.48 T

REPLACE HIGH PRESSURE FUEL PUMP

TOTAL LABOR 1023.75 *
SEGMENT 1E TOTAL 1023.75 T

TROUBLESHOOT FAULT CODE

TOTAL LABOR 329.07 *
SEGMENT 1L TOTAL 329.07 T

REPLACE GOVERNOR CONTROL LINKAGE

TOTAL PARTS 606.70 *
SEGMENT 1M TOTAL 606.70 T

CONT'D

* * * INVOICE SUMMARY * * *

REMOVE & INSTALL ENGINE

TOTAL PARTS 2471.28 *
TOTAL LABOR 9250.41 *
SEGMENT 1N TOTAL 11721.69 T

DISASSEMBLE & ASSEMBLE ENGINE

TOTAL LABOR 1170.00 *
SEGMENT 1O TOTAL 1170.00 T

DISASSEMBLE & ASSEMBLE ENGINE

TOTAL PARTS 20796.86 *
TOTAL LABOR 18544.54 *

Please Remit To:

WYOMING MACHINERY COMPANY
P.O. BOX 2335
CASPER, WYOMING 82602

PAY THIS
AMOUNT
AMOUNT
CREDIT

CONTINUED



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P.O. BOX 2335
CASPER, WYOMING 82602

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P.O. Box 2335
Casper, WY 82602
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Gillette, WY 82717
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7819 Hutchins Dr
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PSO/WO NO.		DOC.DATE	SHIP VIA		INVOICE SEQ No.		
GI19985		07-10-23			5255174		
MAKE	MODEL	SERIAL NUMBER	EQUIPMENT NUMBER	METER READING	ID NO		
AA	140M 2	*CAT0140MPM9J00476*	312	3942.0	M9J476		
QUANTITY		DESCRIPTION				AMOUNT	

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	SEGMENT 5R TOTAL	39380.72 T
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	TOTAL PARTS	325.35 *
	TOTAL LABOR	1170.00 *
	SEGMENT 5S TOTAL	1495.35 T

	PARTS INVOICE TOTAL	24247.19 *
	LABOR INVOICE TOTAL	34259.25 *
	MISC CHARGES INVOICE TOTAL	1009.52 *
		CONT'D
	* * * INVOICE SUMMARY * * *	
	SUBTOTAL	59515.96
	TAX EXEMPTION LICENSE GOVT	
	.	
	USD	59515.96
	* * * INVOICE DETAIL * * *	
TRAVEL TO/FROM MACHINE		
CUSTOMER COMPLAINT:		
TRAVEL TO AND FROM MACHINE		
CAUSE OF FAILURE:		
N/A		
RESULTANT DAMAGE:		
N/A		
REPAIR PROCESS COMMENTS:		
07-11-23		
0775		
-TRAVEL FROM WMC GILLETTE TO CCLF 44.39399,		
-105.49634		

Please Remit To:

WYOMING MACHINERY COMPANY
P.O. BOX 2335
CASPER, WYOMING 82602

PAY THIS AMOUNT
AMOUNT CREDIT

CONTINUED



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PSO/WO NO.		DOC.DATE		SHIP VIA		INVOICE SEQ No.	
GI19985		07-10-23				5255174	
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AA	140M 2	*CAT0140MPM9J00476*	312	3942.0		M9J476	
QUANTITY			DESCRIPTION			AMOUNT	

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07-12-23
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07-13-23

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* * * INVOICE DETAIL * * *

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08-29-23
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-105.49634
-TRAVEL FROM CCLF TO WMC GILLETTE 44.24277,
-105.47296
08-31-23

Please Remit To:

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P.O. BOX 2335
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PAY THIS
AMOUNT
AMOUNT
CREDIT

CONTINUED



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PSO/WO NO.		DOC.DATE		SHIP VIA		INVOICE SEQ No.	
GI19985		07-10-23				5255174	
MAKE	MODEL	SERIAL NUMBER	EQUIPMENT NUMBER	METER READING		ID NO	
AA	140M 2	*CAT0140MPM9J00476*	312	3942.0		M9J476	
QUANTITY			DESCRIPTION			AMOUNT	

0775

-TRAVEL FROM WMC GILLETTE TO CCLF 44.39399,

CONT'D

* * * INVOICE DETAIL * * *

-105.49634

-TRAVEL FROM CCLF TO WMC GILLETTE 44.24277,

-105.47296

198.00

MILEAGE

970.20

TOTAL MISC CHGS

SEG. AA

970.20 *

SEGMENT AA TOTAL

970.20 T

TROUBLESHOOT FUEL SYSTEM

CUSTOMER COMPLAINT:

T/S ENGINE OIL LEAK

CAUSE OF FAILURE:

HIGH PRESSURE FUEL PUMP FAILURE

RESULTANT DAMAGE:

ENGINE OIL LEAK

FUEL SYSTEM CONTAMINATION

GEAR AND INTERNAL ENGINE DAMAGE

REPAIR PROCESS COMMENTS:

07-10-23

0775

-GO TO MACHINE

-CONNECT ET AND DOWNLOAD PSR

CONT'D

* * * INVOICE DETAIL * * *

-REVIEW CODE HISTORY

-THERE ARE LOGGED FUEL PRESSURE CODES

Please Remit To:

WYOMING MACHINERY COMPANY
P.O. BOX 2335
CASPER, WYOMING 82602

PAY THIS AMOUNT
AMOUNT CREDIT

CONTINUED



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INVOICE

P.O. Box 2335
Casper, WY 82602
Phone: 307-472-1000

COMMITTED
TO
EXCELLENCE

6500 Swanson Rd
Gillette, WY 82717
Phone: 307-686-2812

7819 Hutchins Dr
Cheyenne, WY 82007
Phone: 307-638-7900

1940 Elk St
Rock Springs, WY 82901
Phone: 307-362-6500

P.O. Box 1238
5505 Mohan Rd
Gillette, WY 82717
Phone: 307-686-1500

SHIP TO:

CAMPBELL COUNTY LANDFILL
4 N LANDFILL RD
GILLETTE WY 82716

INVOICE NUMBER	INVOICE DATE	CUSTOMER NO.	CUSTOMER PURCHASE ORDER NUMBER	STORE	DIV	SALESMAN	PAGE
W07797627	09-26-23	0031600	312	03	G	DWK	5 of 24
PSO/WO NO.		DOC.DATE		SHIP VIA		INVOICE SEQ No.	
GI19985		07-10-23				5255174	
MAKE	MODEL	SERIAL NUMBER	EQUIPMENT NUMBER	METER READING		ID NO	
AA	140M 2	*CAT0140MPM9J00476*	312	3942.0		M9J476	
QUANTITY			DESCRIPTION			AMOUNT	

-CHECK OIL LEVEL, GOOD
-START MACHINE AND INSPECT FOR LEAKS
-FOUND CRACKS AND DAMAGE TO HIGH PRESSURE FUEL
PUMP BLOCK
-SHUT DOWN AND LOCK OUT
-LOOK UP AND ORDER PARTS FOR FUEL SYSTEM REPAIR
-COMPLETE SERVICE REPORT

100	7K-1181	TIE	S	.47	47.00
TOTAL PARTS				SEG. 1D	47.00 *
TOTAL LABOR				SEG. 1D	2771.48 *
SEGMENT 1D TOTAL					2818.48 T

REPLACE HIGH PRESSURE FUEL PUMP

CUSTOMER COMPLAINT:
R&I HIGH PRESSURE FUEL PUMP
CAUSE OF FAILURE:
INTERNAL PUMP FAILURE

CONT'D

* * * INVOICE DETAIL * * *

RESULTANT DAMAGE:
DEBRIS IN ENGINE, ENGINE BEARING AND GEAR DAMAGE
REPAIR PROCESS COMMENTS:
07-11-23
0775
-ARRIVE ON SITE AND GO TO MACHINE
-REFERENCE KENR8149-08 FOR D&A
-REMOVE LH ENGINE ACCESS DOOR
-REMOVE FRONT ENGINE ENCLOSURE COVER
-REMOVE LH ENGINE ENCLOSURE

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W07797627	09-26-23	0031600	312	03	G	DWK	6 of 24
PSO/WO NO.		DOC.DATE		SHIP VIA		INVOICE SEQ No.	
GI19985		07-10-23				5255174	
MAKE	MODEL	SERIAL NUMBER	EQUIPMENT NUMBER	METER READING		ID NO	
AA	140M 2	*CAT0140MPM9J00476*	312	3942.0		M9J476	
QUANTITY			DESCRIPTION			AMOUNT	

-REMOVE TIMING PIN PLUG
-ROTATE ENGINE TO TDC #1 AND PIN ENGINE
-REMOVE SECONDARY FUEL FILTERS AND MANIFOLD
-REMOVE PRIMARY FUEL FILTER AND PUMP
-REMOVE CRANK CASE FILTER ASSY
-REMOVE MOUNTING BRACKET FOR CRANK CASE FILTER AND
SECONDARY FILTER HEAD
-DISCONNECT LINES FROM FUEL INJECTORS
-DISCONNECT LINES TO PUMP ASSY
-REMOVE COMPLETE FUEL RAIL ASSY
-REMOVE AIR INTAKE ELBOW
-COVER ALL OPENINGS
-REMOVE REAR PUMP SUPPORT BRACKET
-REMOVE PUMP OIL LINE
-REMOVE PUMP ASSY
-FOUND BROKEN GEAR TEETH ON PUMP DRIVE AND CAM

CONT'D

* * *

INVOICE DETAIL

* * *

GEAR

-FOUND METAL DEBRIS IN COVER
-HAVE CUSTOMER LOOK AT DAMAGE
-RECOMMEND ENGINE REMOVAL AND DISASSEMBLY TO
DETERMINE EXTENT OF DAMAGE
-COVER ALL ENGINE OPENINGS
-PREP FOR ENGINE REMOVAL

TOTAL LABOR

SEG. 1E

1023.75 *

SEGMENT 1E TOTAL

1023.75 T

TROUBLESHOOT FAULT CODE

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W07797627	09-26-23	0031600	312	03	G	DWK	7 of 24
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GI19985		07-10-23				5255174	
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AA	140M 2	*CAT0140MPM9J00476*	312	3942.0		M9J476	
QUANTITY			DESCRIPTION			AMOUNT	

CUSTOMER COMPLAINT:
T/S 573- 4 INCHING PEDAL POSITION SENSOR : VOLTAGE
BELOW NORMAL FAULT
CAUSE OF FAILURE:
PEDAL OUT OF ADJUSTMENT
RESULTANT DAMAGE:
MACHINE FAULT
REPAIR PROCESS COMMENTS:
08-31-23
0775

CONT'D

* * * INVOICE DETAIL * * *

- CONNECT ET AND MONITOR PEDAL MOVEMENT
- SENSOR HAS GOOD READINGS THROUGH ALL RANGES
- CODE GOES AWAY WITH SLIGHT PEDAL MOVEMENT
- REMOVE FRONT DASH
- REMOVE LOWER DASH COVER
- LOOSEN SET SCREW AND ADJUST PEDAL TO CORRECT STATIONARY RANGE
- CODE GOES AWAY
- TORQUE SET SCREW
- INSTALL LOWER COVER
- INSTALL DASH ASSY
- TEST OPERATE MACHINE, NO FAULTS

TOTAL LABOR	SEG. 1L	329.07 *
SEGMENT 1L TOTAL		329.07 T

REPLACE GOVERNOR CONTROL LINKAGE

1 228-7101	SEAL-O-RING	S	5.04	5.04
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QUANTITY			DESCRIPTION			AMOUNT	

1	346-5448	TANK AS-COOL	N	601.66	601.66
		TOTAL PARTS	SEG. 1M		606.70 *
					CONT'D
		*** INVOICE DETAIL ***			
		SEGMENT 1M TOTAL			606.70 T

REMOVE & INSTALL ENGINE

CUSTOMER COMPLAINT:

R&I ENGINE

CAUSE OF FAILURE:

375-5244 PUMP FAILURE

RESULTANT DAMAGE:

BROKEN GEAR TEETH AND DEBRIS IN ENGINE

REPAIR PROCESS COMMENTS:

07-11-23

0775

-REFERENCE KENR8898-06 FOR D&A

-REMOVE RH ENGINE DOORS AND ENCLOSURE

-REMOVE REAR ACCESS DOORS AND ENCLOSURE

-DISCONNECT ALL LINES TO CEM CAP AND PLUG

-DISCONNECT ALL HARNESSSES TO CEM AND ATTACHED TO ENCLOSURE

-REMOVE REAR FIREWALL

-HAVE CUSTOMER BRING BARRELS FOR OIL

-DRAIN HYD OIL

-DRAIN COOLANT

CONT'D

*** INVOICE DETAIL ***

-DRAIN ENGINE OIL

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W07797627	09-26-23	0031600	312	03	G	DWK	9 of 24
PSO/WO NO.		DOC.DATE		SHIP VIA		INVOICE SEQ No.	
GI19985		07-10-23				5255174	
MAKE	MODEL	SERIAL NUMBER	EQUIPMENT NUMBER	METER READING		ID NO	
AA	140M 2	*CAT0140MPM9J00476*	312	3942.0		M9J476	
QUANTITY			DESCRIPTION			AMOUNT	

-REMOVE EXHAUST PIPE FROM ENGINE TO CEM
-REMOVE AIR HOSE FROM CEM TO ENGINE
-UNBOLT AND REMOVE FRONT ENGINE ENCLOSURE ASSY
-CAP AND PLUG ALL HOSES
-COVER ALL OPENINGS
-PICK UP WORK AREA
07-12-23
0775
-GO TO MACHINE
-DISCONNECT AIR TO AIR HOSE, COVER
-DISCONNECT UPPER AND LOWER COOLANT TUBE ASSY,
COVER
-DISCONNECT HARNESSES AND CABLES AT REAR
STRUCTURE
-REMOVE FIREWALL ASSY
-DISCONNECT ALL HYD HOSES TO DISTRIBUTION MANIFOLD
AND HYD TANK, CAP AND PLUG
-UNBOLT AND REMOVE REAR STRUCTURE WITH HYD TANK
AND BATTERIES
-DISCONNECT HOSES TO PUMPS, CAP AND PLUG
-REMOVE HYD PUMPS, COVER ALL PARTS AS NEEDED
-DISCONNECT ALL HARNESSES AND HOSES TO ENGINE, CAP
AND PLUG AS NEEDED
-DISCONNECT ALL HOSES TO PUMP DRIVE, CAP AND PLUG

CONT'D

* * * INVOICE DETAIL * * *

-REMOVE A/C COMPRESSOR FROM ENGINE
-REMOVE HYD HOSES FROM ENGINE BRACKETS
-PICK UP WORK AREA

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PAY THIS
AMOUNT
AMOUNT
CREDIT

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4 N LANDFILL RD
GILLETTE WY 82716

INVOICE NUMBER	INVOICE DATE	CUSTOMER NO.	CUSTOMER PURCHASE ORDER NUMBER	STORE	DIV	SALESMAN	PAGE
W07797627	09-26-23	0031600	312	03	G	DWK	10 of 24
PSO/WO NO.		DOC.DATE		SHIP VIA		INVOICE SEQ No.	
GI19985		07-10-23				5255174	
MAKE	MODEL	SERIAL NUMBER	EQUIPMENT NUMBER	METER READING		ID NO	
AA	140M 2	*CAT0140MPM9J00476*	312	3942.0		M9J476	
QUANTITY			DESCRIPTION			AMOUNT	

07-13-23
0775
-GATHER STAND FOR ENGINE
-GO TO MACHINE
-UNLOAD ENGINE STAND
-DISCONNECT ALL HOSES TO TRANSMISSION PUMP, CAP
AND PLUG
-REMOVE TRANSMISSION PUMP
-COVER ALL OPENINGS
-REMOVE POWER TRAIN COOLER LINES
-REMOVE PARK BRAKE LINES
-UNBOLT BELL HOUSING
-RIG AND REMOVE ENGINE FROM MACHINE
-SECURE INTO STAND
-LOAD INTO TRUCK
-COVER ALL OPENINGS
-BAG AND LABEL ALL BOLTS
-LOAD ALL ENGINE PARTS TO TAKE TO TOWN
-RETURN TO TOWN
08-02-23
0775

CONT'D

* * * INVOICE DETAIL * * *

-UPDATE AND COMPLETE SERVICE REPORT
08-29-23
0775
-LOOK UP, ORDER AND GATHER PARTS FOR ENGINE
REPAIR
-GO TO MACHINE AT LAND FILL

Please Remit To:

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P.O. BOX 2335
CASPER, WYOMING 82602

PAY THIS
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W07797627	09-26-23	0031600	312	03	G	DWK	11 of 24
PSO/WO NO.		DOC.DATE		SHIP VIA		INVOICE SEQ No.	
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QUANTITY			DESCRIPTION			AMOUNT	

-WHEN ENGINE ARRIVED UNLOAD AND SET UP FOR
INSTALLATION
-CLEAN TORQUE CONVERTER MOUNTING SURFACES
-CLEAN POWER TRAIN AND HYD PUMP MOUNTING SURFACES
-CLEAN DRAIN TUBE
-INSTALL ENGINE TO TORQUE CONVERTER WITH NEW
O-RING
-INSTALL FRONT ENGINE MOUNTS
-INSTALL BOTH HYD PUMPS TO PUMP DRIVE WITH NEW
O-RINGS
-INSTALL DRAIN TUBE WITH NEW O-RINGS
-INSTALL POWER TRAIN PUMP AND SCREEN WITH NEW
O-RINGS
-CLEAN AND CONNECT ALL HOSES AND LINES TO POWER
TRAIN PUMP WITH NEW O-RINGS
-INSTALL OIL COOLER LINES TO TRANSMISSION WITH NEW
O-RINGS
-INSTALL ALL BRACKETS AND CLAMPS

CONT'D

* * *

INVOICE DETAIL

* * *

-INSTALL ENGINE OIL FILL HOSE AND VALVE
-CONNECT PUMP DRIVE HOSE WITH NEW O-RING
-PICK UP WORK AREA
-UPDATE SERVICE REPORT
08-31-23
0775
-GATHER PARTS FOR REPAIR
-CLEAN FRONT STRUCTURE MOUNTS
-INSTALL AIR TUBE ROM AIR TO AIR TO ENGINE INTAKE

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PAY THIS
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W07797627	09-26-23	0031600	312	03	G	DWK	12 of 24
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QUANTITY			DESCRIPTION			AMOUNT	

-INSTALL MOUNTS FOR TUBE
-INSTALL FRONT STRUCTURE ASSY
-INSTALL EXHAUST PIPE TO CEM
-INSTALL ALL AWD HOES TO PUMP AND ENGINE BRACKET
WITH NEW O-RINGS
-INSTALL A/C COMPRESSOR
-INSTALL NEW SERP BELT
-INSTALL, CONNECT AND SECURE HARNESS TO RF CORNER
OF ENGINE
-INSTALL, CONNECT AND SECURE HARNESS TO LF CORNER
OF ENGINE
-INSTALL ALL FUEL LINES TO ENGINE
-REPLACE COOLANT RESERVOIR IN REAR STRUCTURE
-CLEAN MOUNTINGS SURFACES AND INSTALL REAR
STRUCTURE ASSY INTO MACHINE
-CONNECT ALL HYD HOSES TO REAR TANK AND STRUCTURE

CONT'D

* * * INVOICE DETAIL * * *

WITH NEW O-RINGS
-CONNECT REAR HARNESSES AT REAR STRUCTURE AND
SECURE IN PLACE
-INSTALL UPPER COOLANT TUBE ASSY
-INSTALL UPPER AIR TO AIR TUBE ASSY
-INSTALL UPPER FIRE WALL
-CONNECT ALL BATTERY CABLES
-SECURE ALL INSTALLED HARNESSES
-PICK UP WORK AREA
-UPDATE SERVICE REPORT
08-31-23

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QUANTITY			DESCRIPTION			AMOUNT	

0775
-GO TO MACHINE
-INSTALL FIREWALL
-INSTALL ALL COOLER HOSES TO COOLER ASSY WITH NEW
O-RINGS
-CONNECT PROPANE BOTTLE
-ROUTE OVERFLOW HOSE
-SECURE HARNESS AND HOSE
-FILL COOLING SYSTEM
-FILL HYD SYSTEM
-CHECK ALL OTHER MACHINE OIL LEVELS
-PURGE PUMPS
-START AND WARM UP MACHINE, CHECK FOR LEAKS, NONE
-TOP OFF ALL OIL LEVELS AS NEEDED

CONT'D

* * *

INVOICE DETAIL

* * *

-TEST OPERATE MACHINE ON SITE FOR APROX AN HOUR
-RETURN TO WORK AREA
-ALL MACHINE FUNCTIONS WORKING NORMALLY
-RECHECK OIL LEVELS
-CHECK FOR LEAKS
-ONE COOLANT LEAK AT T-STAT HOUSING
-TIGHTEN CLAMP AND BOLTS TO CORRECT LEAK
-CLEAN OFF AND RECHECK, GOOD
-INSTALL ALL ENGINE DOORS
-INSTALL FRONT STRUCTURE TIN WORK
-INSTALL REAR STRUCTURE COVERS
-INSTALL HAND HOLDS
-CONNECT ET, CLEAR CODES AND UPDATE PSR

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GILLETTE WY 82716

INVOICE NUMBER	INVOICE DATE	CUSTOMER NO.	CUSTOMER PURCHASE ORDER NUMBER	STORE	DIV	SALESMAN	PAGE
W07797627	09-26-23	0031600	312	03	G	DWK	14 of 24
PSO/WO NO.		DOC.DATE	SHIP VIA		INVOICE SEQ No.		
GI19985		07-10-23			5255174		
MAKE	MODEL	SERIAL NUMBER	EQUIPMENT NUMBER	METER READING	ID NO		
AA	140M 2	*CAT0140MPM9J00476*	312	3942.0	M9J476		
QUANTITY		DESCRIPTION			AMOUNT		

-PICK UP WORK AREA
-LOAD ENGINE STAND
-RELEASE MACHINE TO SERVICE
09-01-23
0775
-RETURN UNUSED PARTS
-RETURN ENGINE STAND
-RETURN TOOLING
-COMPLETE SERVICE REPORT

20	3K-0360	SEAL	S	1.43	28.60
1	4F-7952	SEAL	S	2.68	2.68
20	4J-0520	SEAL-O-RING	S	2.43	48.60

CONT'D

		* * *	INVOICE DETAIL	* * *	
10	4J-0522	SEAL-O-RING	S	2.68	26.80
20	5K-9090	SEAL O RING	S	1.61	32.20
1	5P-8211	SEAL	S	14.84	14.84
20	6V-8398	SEAL O RING	S	1.32	26.40
4	6V-8400	SEAL-O-RING	S	1.78	7.12
20	6V-9746	SEAL O RING	S	1.46	29.20
20	7J-9108	SEAL	S	1.40	28.00
100	7K-1181	TIE	S	.47	47.00
1	8C-3089	SEAL FACE	S	17.27	17.27
6	8T-0315	SEAL-O-RING	S	2.03	12.18
1	8T-4121	WASHER	S	.62	.62
1	9H-0846	SEAL O RING	S	16.33	16.33
1	9X-2647	CLIP	S	36.43	36.43
2	9X-7371	SEAL O RING	S	26.73	53.46
1	112-1574	SEAL-O-RING	S	8.76	8.76

Please Remit To:

WYOMING MACHINERY COMPANY
P.O. BOX 2335
CASPER, WYOMING 82602

PAY THIS AMOUNT
AMOUNT CREDIT

CONTINUED



WYOMING MACHINERY COMPANY
P.O. BOX 2335
CASPER, WYOMING 82602

INVOICE

P.O. Box 2335
Casper, WY 82602
Phone: 307-472-1000

COMMITTED
TO
EXCELLENCE

6500 Swanson Rd
Gillette, WY 82717
Phone: 307-686-2812

7819 Hutchins Dr
Cheyenne, WY 82007
Phone: 307-638-7900

1940 Elk St
Rock Springs, WY 82901
Phone: 307-362-6500

P.O. Box 1238
5505 Mohan Rd
Gillette, WY 82717
Phone: 307-686-1500

SHIP TO:

CAMPBELL COUNTY LANDFILL
4 N LANDFILL RD
GILLETTE WY 82716

INVOICE NUMBER	INVOICE DATE	CUSTOMER NO.	CUSTOMER PURCHASE ORDER NUMBER	STORE	DIV	SALESMAN	PAGE
W07797627	09-26-23	0031600	312	03	G	DWK	15 of 24
PSO/WO NO.		DOC.DATE		SHIP VIA		INVOICE SEQ No.	
GI19985		07-10-23				5255174	
MAKE	MODEL	SERIAL NUMBER	EQUIPMENT NUMBER	METER READING		ID NO	
AA	140M 2	*CAT0140MPM9J00476*	312	3942.0		M9J476	
QUANTITY			DESCRIPTION			AMOUNT	

1	183-7121	BOLT	S	1.16	1.16
2	237-0227	PLUG AS-CONN	S	3.13	6.26
15	238-8648	CAT COOLANT ELC	S	17.20	258.00
1	348-5783	BELT	S	106.18	106.18
2	455-0708	SEAL CONNECT	N	1.64	3.28
1	135507	HI TEMP RTV SIL ADS		6.99	6.99
12	TEC99312	BRAKE CLEANER	S	4.06	48.72
6	4739158	5GAL COLDWTHR TDTOS		240.14	1440.84
8	5153985	1GAL DEO ULS 10W30S		20.42	163.36
TOTAL PARTS			SEG. 1N	2471.28 *	
					CONT'D
* * * INVOICE DETAIL * * *					
TOTAL LABOR			SEG. 1N	9250.41 *	
SEGMENT 1N TOTAL				11721.69 T	

DISASSEMBLE & ASSEMBLE ENGINE

CUSTOMER COMPLAINT:

D&A ENGINE

CAUSE OF FAILURE:

375-5244 PUMP FAILURE

RESULTANT DAMAGE:

BROKEN GEAR TEETH AND DEBRIS IN ENGINE

REPAIR PROCESS COMMENTS:

07-13-23

0775

-LOAD ENGINE AT SHOP

-TAKE TO WASH BAY AND WASH OFF

-UNLOAD ENGINE AND ALL PARTS INTO BAY 20

-SET ENGINE ON STANDS

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GI19985		07-10-23			5255174		
MAKE	MODEL	SERIAL NUMBER	EQUIPMENT NUMBER	METER READING	ID NO		
AA	140M 2	*CAT0140MPM9J00476*	312	3942.0	M9J476		
QUANTITY		DESCRIPTION				AMOUNT	

- REMOVE ENGINE OIL PAN
- REMOVE OIL PICK UP AND OIL PUMP
- FOUND EXTREME AMOUNT OF DEBRIS IN PAN, DOCUMENT

CONT'D

* * * INVOICE DETAIL * * *

- REMOVE HARMONIC BALANCER
- REMOVE OUTER FRONT COVER
- REMOVE VALVE COVER
- REMOVE OVERHEAD
- PULL LIFTERS AND PUSH TUBES
- REMOVE CAM GEAR, CAM GEAR MISSING TEETH
- REMOVE CAM, NO DAMAGE TO CAM FOUND
- REMOVE HARMONIC BALANCER
- REMOVE TIMING COVER
- REMOVE IDLER GEAR
- COVER AND PICK UP WORK AREA
- 07-14-23
- 0775
- REMOVE #3 ROD BEARING CAP
- REMOVE #3 ND #5 MAIN BEARING CAPS WITH THRUST
- INSPECT ALL REMOVED PARTS
- REMOVE AND CUT OPEN OIL FILTER
- ENGINE HAS DAMAGE TO ALL TIMING GEARS
- OIL PUMP DAMAGE
- ENGINE MAIN BEARING DAMAGE
- DEBRIS FROM PUMP THROUGHOUT ENGINE
- RECOMMEND ENGINE REFURBISH TO REMOVE ALL DEBRIS FROM SYSTEM
- ADVISE CUSTOMER

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QUANTITY			DESCRIPTION			AMOUNT	

-CALL AND HAVE CASPER SEND A STAND TO SHIP ENGINE

CONT'D

* * * INVOICE DETAIL * * *

-INSTALL IDLER GEAR AND OLD HIGH PRESSURE FUEL
PUMP
-INSTALL TIMING COVERS
-INSTALL HARMONIC BALANCER
-INSTALL CAMSHAFT
-INSTALL LIFTERS
-INSTALL OVERHEAD AND PUSH TUBES
-INSTALL VALVE COVER
-SET CAM GEAR IN OIL PAN
-INSTALL MAIN BEARING CAPS AND ROD CAP
-INSTALL OIL PUMP AND TUBE
-INSTALL OIL PAN
-INSTALL FUEL RAIL AND QUILL TUBES
-INSTALL ALL LINES TO HIGH PRESSURE PUMP
-INSTALL ALL REMOVED BRACKETS
-INSTALL CRANK CASE BREATHER ASSY AND CONNECT ALL
LINES
-INSTALL EGR ASSY
-INSTALL INTAKE ELBOW
-INSTALL PRIMARY AND SECONDARY FUEL FILTERS AND
MANIFOLDS / PUMP
-COVER ALL ENGINE OPENINGS FOR SHIPPING
-PICK UP WORK AREA
07-17-23
0775

CONT'D

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QUANTITY			DESCRIPTION			AMOUNT	

* * * INVOICE DETAIL * * *

- SET AND SECURE ENGINE ONTO STAND
- SHIP TO CASPER
- RETURN ALL FUEL SYSTEM PARTS

TOTAL LABOR SEG. 10 1170.00 *
SEGMENT 10 TOTAL 1170.00 T

DISASSEMBLE & ASSEMBLE ENGINE

S# MME03337 ARR# 3641260 T# ET4164 NEW T# ISSUED
PREV W/O# N/A COMP HRS: UNKNOWN
QUOTE CAMPBELL COUNTY LANDFILL - RP
ARRIVED ON METAL STAND NO #
CUSTOMER COMPLAINT:
METAL IN ENGINE OIL
FAILED FUEL INJECTION PUMP
REPAIR PROCESS COMMENTS:
ENGINE SERIAL # MME03337
ARR # 364-1260
OK 7904
ET 4164

CONT'D

* * * INVOICE DETAIL * * *

HONE AND REUSE CYLINDER LINERS
MAIN BEARINGS 151-2939
ROD BEARINGS 269-7290
PISTONS 357-0447 AND RETAINING RINGS 352-4406
PISTON RINGS 471-0275, 262-2891 AND 300-1319
CAMSHAFT 20R-1141
LIFTERS 575-4995 AND SPRING CLIPS 467-4243

Please Remit To:

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QUANTITY			DESCRIPTION			AMOUNT	

ENGINE OIL COOLER 10R-2312
FUEL INJECTORS 20R-5036
QUILL TUBES 20R-4517
NRS VALVE 337-7323
INJECTION PUMP 511-7975

1	0S-0519	PLUG	S	18.67	18.67
1	1R-1808	FILTER AS-LU	S	41.63	41.63
26	1W-2715	LOCK	S	.79	20.54
2	3B-0623	PLUG	S	4.11	8.22
6	3T-3434	PLUG	S	2.31	13.86
1	4G-4972	SEAL	S	5.67	5.67
4	4J-0520	SEAL-O-RING	S	2.43	9.72
1	4M-0189	SEAL O RING	S	5.80	5.80
1	5J-4715	WASHER	S	1.30	1.30
2	5M-5687	CLAMP	N	7.55	15.10
2	5P-4116	WASHER	S	.57	1.14
1	5P-5757	O RING	S	14.26	14.26
1	5P-7530	SEAL O RING	S	8.03	8.03
2	5P-8244	WASHER	S	.59	1.18
2	6V-3535	DOWEL	S	6.54	13.08

CONT'D

		* * *	INVOICE DETAIL	* * *	
2	6V-5064	SEAL O RING	S	2.11	4.22
1	6V-5218	BOLT	S	.48	.48
12	6V-5839	WASHER-HARD	S	.51	6.12
1	6V-8001	SEAL	S	22.88	22.88
3	6V-8225	NUT	S	.14	.42
2	7C-1493	VALVE	S	23.05	46.10
1	7F-8268	SEAL O RING	S	3.52	3.52

Please Remit To:

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W07797627		09-26-23	0031600	312		03	G	DWK	20 of 24
PSO/WO NO.		DOC.DATE				SHIP VIA		INVOICE SEQ No.	
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AA	140M 2	*CAT0140MPM9J00476*		312		3942.0		M9J476	
QUANTITY				DESCRIPTION				AMOUNT	
10	7K-1181	TIE		S			.47	4.70	
1	8C-3446	VALVE		S			26.09	26.09	
1	8T-0640	BOLT		S			.31	.31	
1	8T-1887	CLIP		S			4.11	4.11	
1	8T-1888	CLIP		S			3.19	3.19	
2	8T-5917	SEAL-O-RING		S			2.14	4.28	
16	9X-6620	LOCK-NUT		S			6.23	99.68	
4	9X-8267	WASHER		S			.31	1.24	
1	9X-8268	WASHER		S			1.07	1.07	
1	054-4984	SPACER		N			11.95	11.95	
1	061-9455	SEAL		S			14.05	14.05	
1	10R-2312	CORE AS OIL		S			691.55	691.55	
1		CORE CHARGE		S			326.37	326.37	
1-		FULL CORE CR		S			326.37	326.37-	
1	10R-6398	PUMP GP GERO		S			478.27	478.27	
1		CORE CHARGE		S			748.01	748.01	
1-		FULL CORE CR		S			748.01	748.01-	
12	116-3715	STUD		S			14.53	174.36	
2	137-8101	SEAL-O-RING		S			4.57	9.14	
1	147-0182	SEAL-O-RING		S			2.87	2.87	
				CONT'D					
				* * * INVOICE DETAIL * * *					
7	151-2939	BEARING-MAIN		S			49.80	348.60	
1	160-0526	O-RING		N			6.20	6.20	
6	161-3411	GASKET		S			4.16	24.96	
6	167-0024	SEAL-LINER		S			14.36	86.16	
1	178-3336	NUT-HEX FLAN		S			.40	.40	
1	180-3907	SEAL-INTEGRA		S			16.71	16.71	
1	190-6114	GASKET-OIL		S			54.99	54.99	
Please Remit To:						PAY THIS AMOUNT		CONTINUED	
WYOMING MACHINERY COMPANY P.O. BOX 2335 CASPER, WYOMING 82602						AMOUNT CREDIT			



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AA		140M 2		*CAT0140MPM9J00476*				312		3942.0		M9J476			
QUANTITY						DESCRIPTION						AMOUNT			
1		195-0452		GASKET				S		1.38		1.38			
1		197-8418		GASKET				S		3.26		3.26			
1		197-8419		GASKET				S		3.48		3.48			
1		20R-1141		CAMSHAFT AS				S		1409.39		1409.39			
1				CORE CHARGE				S		939.62		939.62			
1-				NO CREDIT				S		.00		.00			
6		20R-4517		QUILL AS				S		41.29		247.74			
6				CORE CHARGE				S		27.53		165.18			
6-				FULL CORE CR				S		27.53		165.18-			
6		20R-5036		INJ GP FUEL				S		547.90		3287.40			
6				CORE CHARGE				S		182.62		1095.72			
6-				FULL CORE CR				S		182.62		1095.72-			
2		203-5805		BEARING-SLEE				S		28.27		56.54			
1		203-6090		BEARING-SLEE				S		26.58		26.58			
1		209-7290		GASKET				S		17.83		17.83			
1		210-9246		SEAL-O-RING				S		10.14		10.14			
3		214-7566		SEAL-O-RING				S		4.45		13.35			
4		214-7568		SEAL-O RING				S		4.96		19.84			
1		216-5586		BEARING-SLEE				S		28.01		28.01			
2		228-4947		SEAL-O-RING				S		5.88		11.76			
												CONT'D			
												* * * INVOICE DETAIL * * *			
7		228-7089		SEAL-O-RING				S		4.91		34.37			
6		228-7100		SEAL-O RING				S		4.70		28.20			
2		228-7101		SEAL-O-RING				S		5.04		10.08			
1		238-5081		SEAL-O-RING				S		6.54		6.54			
1		238-5084		SEAL-O-RING				S		9.41		9.41			
2		242-3864		SPRING				S		10.26		20.52			
1		245-4630		SENSOR GP-SP				S		329.48		329.48			

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MAKE	MODEL	SERIAL NUMBER		EQUIPMENT NUMBER		METER READING		ID NO	
AA	140M 2	*CAT0140MPM9J00476*		312		3942.0		M9J476	
QUANTITY				DESCRIPTION				AMOUNT	
2	246-3150	PLATE - THRUST		S	39.65		79.30		
1	256-2209	SEAL		S	8.57		8.57		
1	258-5646	GASKET		S	20.06		20.06		
1	260-9511	CLAMP - INJECT		N	27.67		27.67		
6	261-7595	BOLT - SOCKET		S	5.50		33.00		
1	262-1940	GASKET AS. - H		S	72.87		72.87		
6	262-2891	RING - PISTON -		S	28.87		173.22		
1	268-5582	SEAL		S	25.13		25.13		
1	269-5304	SEAL		S	2.70		2.70		
1	269-5305	SEAL		S	1.50		1.50		
6	269-7290	BEARING - CONN		S	34.67		208.02		
1	275-2164	SEAL - INTEG		S	24.34		24.34		
2	279-2252	SEAL - O - RING		S	19.60		39.20		
1	280-4322	GASKET		S	15.46		15.46		
1	288-5726	SEAL GP - CSHF		S	83.13		83.13		
1	293-5535	SENSOR GP - PR		N	237.04		237.04		
1	296-5412	GEAR AS. - IDL		N	329.39		329.39		
6	300-1319	RING - PISTON		N	28.87		173.22		
3	305-4484	SEAL - O - RING		S	3.29		9.87		
2	308-9679	FILTER AS F		S	33.13		66.26		
CONT'D									
* * * INVOICE DETAIL * * *									
1	318-0004	REGULATOR - WA		S	97.53		97.53		
2	320-3061	SENSOR GP		S	207.02		414.04		
1	327-0377	VALVE - CHECK		S	51.46		51.46		
1	327-4448	VALVE GP - CHE		S	156.14		156.14		
1	330-8197	SEAL - O - RING		S	7.60		7.60		
1	337-7323	VALVE GP - EXH		N	2133.40		2133.40		
2	341-0643	SEAL - RECTANG		S	17.72		35.44		
Please Remit To:					PAY THIS AMOUNT		CONTINUED		
WYOMING MACHINERY COMPANY P.O. BOX 2335 CASPER, WYOMING 82602					AMOUNT CREDIT				



WYOMING MACHINERY COMPANY
P.O. BOX 2335
CASPER, WYOMING 82602

INVOICE

P.O. Box 2335
Casper, WY 82602
Phone: 307-472-1000

COMMITTED
TO
EXCELLENCE

6500 Swanson Rd
Gillette, WY 82717
Phone: 307-686-2812

7819 Hutchins Dr
Cheyenne, WY 82007
Phone: 307-638-7900

1940 Elk St
Rock Springs, WY 82901
Phone: 307-362-6500

P.O. Box 1238
5505 Mohan Rd
Gillette, WY 82717
Phone: 307-686-1500

SHIP TO:

CAMPBELL COUNTY LANDFILL
4 N LANDFILL RD
GILLETTE WY 82716

INVOICE NUMBER	INVOICE DATE	CUSTOMER NO.	CUSTOMER PURCHASE ORDER NUMBER	STORE	DIV	SALESMAN	PAGE
W07797627	09-26-23	0031600	312	03	G	DWK	23 of 24
PSO/WO NO.		DOC.DATE	SHIP VIA		INVOICE SEQ No.		
GI19985		07-10-23			5255174		
MAKE	MODEL	SERIAL NUMBER	EQUIPMENT NUMBER	METER READING	ID NO		
AA	140M 2	*CAT0140MPM9J00476*	312	3942.0	M9J476		
QUANTITY		DESCRIPTION			AMOUNT		

1	341-0979	SEAL O-RING	S	6.20	6.20
1	343-7460	CLAMP AS	N	3.89	3.89
12	352-4406	RING-RETAINI	N	4.25	51.00
6	357-0447	BODY AS-PIST	N	218.87	1313.22
1	364-0628	PLUG-TIMING	N	33.22	33.22
1	423-8524	FILTER F/W/S	S	51.03	51.03
1	428-6096	KIT F INJ	S	76.07	76.07
11	467-4243	SPRING-GUIDE	S	15.63	171.93
6	471-0275	RING-PISTON	N	28.88	173.28
1	511-7975	PUMP GP-FUEL	S	2978.00	2978.00
1	518-4900	LINE AS-HYBR	S	78.49	78.49
1	518-4901	LINE AS-HYBR	S	59.00	59.00
1	528-5684	SEAL GP-CSHA	S	73.15	73.15
12	575-4995	LIFTER AS-VA	S	161.38	1936.56
1	581-1366	SHAFT AS-ROC	N	313.22	313.22
1	17430	FLX ANA GSKT FLN SS		111.30	111.30
TOTAL PARTS			SEG. 5R	20796.86 *	
				CONT'D	
* * * INVOICE DETAIL			* * *		
TOTAL LABOR			SEG. 5R	18544.54 *	
1.00	UPS			39.32	
TOTAL MISC CHGS			SEG. 5R	39.32 *	
SEGMENT 5R TOTAL				39380.72 T	

DYNAMOMETER TEST ENGINE

S# MME03337 ARR# 3641260 T# ET4164 NEW T# ISSUED
PREV W/O# N/A COMP HRS: UNKNOWN
QUOTE CAMPBELL COUNTY LANDFILL - RP
ARRIVED ON METAL STAND NO #

Please Remit To:

WYOMING MACHINERY COMPANY
P.O. BOX 2335
CASPER, WYOMING 82602

PAY THIS
AMOUNT
AMOUNT
CREDIT

CONTINUED



WYOMING MACHINERY COMPANY
P.O. BOX 2335
CASPER, WYOMING 82602

INVOICE

P.O. Box 2335
Casper, WY 82602
Phone: 307-472-1000

COMMITTED
TO
EXCELLENCE

6500 Swanson Rd
Gillette, WY 82717
Phone: 307-686-2812

7819 Hutchins Dr
Cheyenne, WY 82007
Phone: 307-638-7900

1940 Elk St
Rock Springs, WY 82901
Phone: 307-362-6500

P.O. Box 1238
5505 Mohan Rd
Gillette, WY 82717
Phone: 307-686-1500

SHIP TO:

CAMPBELL COUNTY LANDFILL
4 N LANDFILL RD
GILLETTE WY 82716

INVOICE NUMBER		INVOICE DATE	CUSTOMER NO.	CUSTOMER PURCHASE ORDER NUMBER		STORE	DIV	SALESMAN	PAGE
W07797627		09-26-23	0031600	312		03	G	DWK	24 of 24
PSO/WO NO.		DOC.DATE				SHIP VIA		INVOICE SEQ No.	
GI19985		07-10-23						5255174	
MAKE	MODEL	SERIAL NUMBER		EQUIPMENT NUMBER		METER READING		ID NO	
AA	140M 2	*CAT0140MPM9J00476*		312		3942.0		M9J476	
QUANTITY				DESCRIPTION				AMOUNT	
2	339-3768	COOLANT DEAC		S	20.06	40.12			
1	348-5783	BELT		S	106.18	106.18			
9	5153957	CRC DEO ULS 15W40		S	17.95	161.55			
1	SOSOIL NO MAILER	OIL SMP BOTL W SLPS			17.50	17.50			
				TOTAL PARTS	SEG. 5S	325.35	*		
				TOTAL LABOR	SEG. 5S	1170.00	*		
						CONT'D			
				* * *	INVOICE DETAIL	* * *			
				SEGMENT 5S TOTAL		1495.35	T		
				SUBTOTAL		59515.96			
				TAX EXEMPTION LICENSE GOVT					

PARTS, SERVICE AND RENTAL INVOICES ARE DUE 30 DAYS FROM THE DATE OF INVOICE. SALES INVOICES ARE DUE 10 DAYS FROM THE DATE OF INVOICE. ANY INVOICE NOT PAID ON OR BEFORE THE DUE DATE WILL BE SUBJECT TO A FINANCE CHARGE COMPUTED BY A SINGLE PERIODIC RATE OF 1.50% PER MONTH, WHICH IS AN ANNUAL PERCENTAGE RATE OF 18.00%.

PAY THIS AMOUNT	59515.96
AMOUNT CREDIT	

WYOMING MACHINERY COMPANY
P.O. BOX 2335
CASPER, WYOMING 82602

BUDGET LINE-ITEM TRANSFER

TO: Shannon Ireland & Board of Commissioners

FROM: Shelly Besel, Northeast Wyoming Regional Airport

DATE: September 20, 2023

SUBJECT: Budget Line-Item Transfer Request

JUSTIFICATION: Request transfer of funds to cover the match for the Amendment for
ILS Replacement Project AGC026X

Please make the following Budget line-item transfers:

	Transfer From:			Transfer To:	
Date of Entry	Amount	Account #	Account Name	Account #	Account Name
9/20/23	\$1,000	100751.64020	Tools	100751 66760	County Match
9/20/23	\$5,000	100751.65000	Vehicle Equipment and Repair	100751.66760	County Match
9/20/23	\$5,000	100751.64000	General Supplies	100751.66760	County Match
9/20/23	\$2,000	100751.65180	Tires	100751.66760	County Match
9/20/23	\$1,532	100751.65060	Grounds Maintenance	100751.66760	County Match

Department Head Signature: 



Commissioner Signature: _____

BUDGET LINE-ITEM TRANSFER

TO: Shannon Ireland & Board of Commissioners

FROM: Emergency Management

DATE: 9/22/2023

SUBJECT: Budget Line-Item Transfer Request

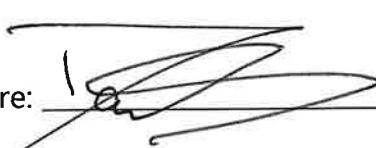
JUSTIFICATION:

Due to the price increase of furniture, need to transfer funds to cover the remaining cost of an office chair.

	Transfer From:			Transfer To:	
Date of Entry	Amount	Account #	Account Name	Account #	Account Name
9/22/2023	\$240.29	100411-64000	Supplies	100411-68260	Cap Outlay-Office Equip/Furn

Department Head Signature:

Commissioner Signature:




BUDGET LINE-ITEM TRANSFER

TO: Cindy Lovelace & Board of Commissioners
FROM: Parks and Recreation
DATE: September 22, 2023
SUBJECT: Budget Line-Item Transfer Request (Project Ledger transfer when noted)
JUSTIFICATION:

Project budget transfer only:

Reallocating funds to specific project strings to improve tracking of feasibility studies

Please make the following Budget line-item transfers:

Transfer From:				Transfer To:	
Date of Entry	Amount	Account #	Account Name	Account #	Account Name
Sep 22, 2023	\$2,080	100771-62260 770771-PROFSERV	Professional Services	100771-62260 770771-PROFSERV- WPASTUDY-CITY	Professional Services
Sep 22, 2023	\$130	100771-62260 770771-PROFSERV	Professional Services	100771-62260 770771-PROFSERV- SBALLSTUDY-CITY	Professional Services

Department Head Signature: Dwight Dullay 

Commissioner Signature: _____

2023-097 Position Vacancy Justification

Department:	Children's Developmental Services of Campbell County			Date:	9/27/2023
Position Title:	Instructional Assistant				
Classification Grade:	103	Current Salary of Incumbent:		\$19.61	
Salary Range:	Min \$16.97	Mid \$21.57	Max \$26.16		
Justification for Hiring Position:	Assists in providing appropriate services to children within the inclusive classroom while closely following National Association for the Education of Young Children (NAEYC) criteria and Developmentally Appropriate Practices (DAP).				
Termed Incumbent:					
Position Originated:					
Funding Source for Position:	County: Yes	State: No	Federal: No	Other: No	Explain Other:
Status Code:	Full-Time Yes	Part-Time No	Number of Annual Hours:		2080
Reason for Vacancy:	Replacement due to Termination: No		Replacement due to Retirement: Yes		New Position: No
Existing Budgeted Position:	Yes				
Benefit Eligible:	Yes				
Department Head Signature & Date	 09/27/2023				
H.R. Resources Director Approval & Date	 9/28/2023				
Commissioner Approval & Date					

The following page(s) contain the backup material for Agenda Item: [9:05 Domestic Awareness Month Proclamation](#)

*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.

2023 DOMESTIC VIOLENCE AWARENESS MONTH

RESOLUTION NO. 3052

WHEREAS, October is Domestic Violence Awareness Month;

WHEREAS, domestic violence and sexual violence are interrelated forms of violence that share common risk factors according to the National Center for Injury Prevention and Control;

WHEREAS, domestic violence, also known as intimate partner violence is a serious crime that affects people of all races, ages, gender, and income levels. On average 24 people per minute are victims of sexual assault, physical violence, or stalking by an intimate partner in the United States. Domestic violence does not discriminate, over the course of one year that equals more than 12 million men and women;

WHEREAS, strangulation is, alarmingly, quite common in domestic violence. The Journal of Emergency Medicine indicates that 23% to 68% of female domestic violence victims experienced at least one strangulation-related incident from their abusive male partner during their lifetime;

WHEREAS, domestic violence costs our nation billions of dollars annually in medical expenses, law enforcement, court costs, shelter, foster care, sick leave, and no-productivity;

WHEREAS, children exposed to domestic violence are believed to be abused and neglected at a rate higher than the national average. According to the Department of Justice, nine out of ten children who are exposed to domestic violence in their lifetime are eyewitnesses to the event;

WHEREAS, in a national survey by the Department of Justice, children exposed to violence may suffer from difficulties with attachment, regressive behavior, anxiety, depression, aggression, and conduct problems. They may also be more prone to dating violence, delinquency, further victimization, and involvement with the juvenile justice system;

WHEREAS, only a coordinated community effort to educate all people and support victims and survivors will help bring awareness and prevent domestic violence. Prevention efforts should start by promoting and modeling healthy and respectful relationships and creating emotionally supportive home environments;

NOW, THEREFORE, BE IT PROCLAIMED, that the Campbell County Board of Commissioners, do hereby proclaim October as "Domestic Violence Awareness Month" in Campbell County and urge all our citizens to work together, in taking a stand against domestic violence. When we prevent domestic violence, we promote safety within our families and community. If you witness or suspect domestic violence please contact our local law enforcement.

PROCLAIMED this 3rd day of October 2023.

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

Colleen Faber, Chairman

Del Shelstad, Member

Jim Ford, Member

Butch Knutson, Member

Kelley McCreery, Member

ATTEST: _____
Cindy Lovelace, County Clerk

The following page(s) contain the backup material for Agenda Item: [9:15 Contract for Services, Energy Capital Economic Development](#)

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

**CONTRACT FOR SERVICES AGREEMENT
ENERGY CAPITAL ECONOMIC DEVELOPEMENT
Fiscal Year 2023-2024**

Parties: This agreement is made between the Board of County Commissioners, Campbell County, Wyoming, 500 South Gillette Avenue, Suite 1100, Gillette, Wyoming, (hereafter "COUNTY") and Energy Capital Economic Development, 345 Sinclair Street, Gillette, Wyoming, 82718 (hereafter, "CONTRACTOR").

Purpose: This agreement is for the purpose of establishing the terms and conditions of the contract for services between COUNTY and CONTRACTOR, as authorized by W.S. 35-1-614 (a); and for the purpose of furthering industrial development, as authorized by W.S. 18-3-521.

Term: This agreement shall be in effect for a one-year term beginning July 1, 2023 and ending on June 30, 2024.

Payment: The COUNTY shall reimburse the CONTRACTOR quarterly, upon receipt of a detailed invoice and accurate supporting documentation, up to a total of \$100,000 for services outlined below. An additional \$18,000 in supplemental funds to be utilized for the Startup Challenge and up to 35,000 in matching funds for fundraising and membership.

Termination: CONTRACTOR may terminate this agreement thirty (30) days after giving notice in writing to COUNTY of intent to terminate. COUNTY may terminate this agreement at any time for any breach thereof by CONTRACTOR or due to lack of sufficient funds in the county treasury. Termination by either party ceases further obligation on the part of COUNTY to make further payments under this agreement and CONTRACTOR shall be required to reimburse COUNTY for monies paid to CONTRACTOR under the terms of this agreement which have been paid in advance for services not yet rendered.

Responsibilities of Contractor: CONTRACTOR shall:

1. Pursuant to W.S. 18-3-521, advertise the resources of the county, make efforts to further the county's commercial and industrial development, and encourage exhibits at fairs, expositions and conventions. Advertisement shall not be for the express aid of any private citizen firm or corporation.
2. Submit 'Reimbursement Request' to the Campbell County Commissioners Office via email to Kristin Young kristin.young@campbellcountyyw.gov and Sandra Beeman sandra.beeman@campbellcountyyw.gov by the 11th of each month. A 'Reimbursement Request' must contain the following:
 - a. An invoice.
 - b. Supporting documentation of all amounts appearing on the invoice.**
 - c. *As applicable:* Itemized receipts/invoices detailing expenditures. An itemized receipt has the following elements:
 - i. The vendor/place of purchase with address.
 - ii. The amount.

1. If the organization is exempt from paying sales tax, sales tax is not reimbursable. Do not include it in the reimbursement total. If sales tax is on the receipt, cross it out and make a note that sales tax was removed. Exceptions for out-of-state purchases may be made on a case by case basis.
 - iii. The detail of what was purchased. If it is unclear, please write notes on what the expenditure was. For example, if the receipt says: DZ BOX ASSORT, make the note '1 dozen bagels' to explain the purchase.
 - iv. The date.
 - v. Clearly indicate the amount charged to the county and the amount charged to another funding source if the organization must split up bills.
 - vi. For services rendered: statement(s) of service. Individual names may be redacted and instead client numbers provided.
- d. The county can be invoiced only for received expenditures for which the organization has already paid. It is recommended, but not required, to provide in the 'Reimbursement Request' proof of payment to the vendor along supporting documentation in any one of the following forms:
 - i. Canceled check
 - ii. Bank statements
 - iii. Reconciliation statement showing the check number and that the payment was received or "cashd"
 - iv. General ledger posting proof of reconciliation (budget detail with check #)
 - v. **The county may request the above items at any time as part of our monitoring process.**
3. Ensure all Board Members attend a board training workshop once during their Board term.
4. **Campbell County would like to track 1% funds used to support community services for Veterans. The County would like to encourage organizations to add voluntary disclosure of Veteran status to intake forms or some other form for collecting this information appropriate to your organization. Suggested wording:**

Voluntary Disclosure - This information will be kept confidential and will only be used for reporting purposes on 1% funds used for services provided and for no other purpose. Providing this information may help the County and this organization maintain and or increase services in the future.

Are you, or someone in your household, a veteran?

Yes/No/Choose not to Answer

As applicable, organizations will be asked to provide the number of Veterans served if such information is provided to your organization.

5. Quarterly Reporting (Attachment C) due for the periods July-September, October-December, January-March, and April-June with quarterly billing.
 - a. Other Required County Reporting may be submitted with quarterly billing.

Miscellaneous Provisions:

1. By entering into this agreement, COUNTY does not waive its sovereign immunity, or any other defense provided by law.
2. It is understood by both parties the funding provided to the CONTRACTOR is budgeted through the Optional One Percent Sales Tax account, most recently approved by the voters of Campbell County in November 2018.

Signatures:

CAMPBELL COUNTY

Colleen Faber, Chairman
Board of Commissioners

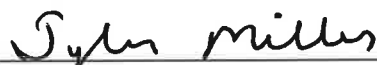
Date

ATTEST:



Cindy Lovelace, County Clerk

ENERGY CAPITAL ECONOMIC DEVELOPMENT



Chairman (print & sign)
Board of Directors

8/22/23
Date

ATTEST:



Secretary (print & sign)



The following page(s) contain the backup material for Agenda Item: [9:20 Contract for Services, Happy Girls Don't Do That](#)

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

CONTRACT FOR SERVICES AGREEMENT
HAPPY GIRLS DON'T DO THAT
Fiscal Year 2023-2024

Parties: This agreement is made between the Board of County Commissioners, Campbell County, Wyoming, 500 South Gillette Avenue, Suite 1100, Gillette, Wyoming, (hereafter "COUNTY") and Happy Girls Don't Do That, 345 Sinclair Street, Suite 10, Wyoming, 82718 (hereafter, "CONTRACTOR").

Purpose: This agreement is for the purpose of establishing the terms and conditions of the contract for services between COUNTY and CONTRACTOR, as authorized by W.S. 35-1-614 (a).

Term: This agreement shall be in effect for a one-year term beginning July 1, 2023 and ending on June 30, 2024.

Payment: The COUNTY shall reimburse the CONTRACTOR, upon receipt of a detailed invoice and accurate supporting documentation, up to a total of \$5,000 for services outlined below.

Termination: CONTRACTOR may terminate this agreement thirty (30) days after giving notice in writing to COUNTY of intent to terminate. COUNTY may terminate this agreement at any time for any breach thereof by CONTRACTOR or due to lack of sufficient funds in the county treasury. Termination by either party ceases further obligation on the part of COUNTY to make further payments under this agreement and CONTRACTOR shall be required to reimburse COUNTY for monies paid to CONTRACTOR under the terms of this agreement which have been paid in advance for services not yet rendered.

Responsibilities of Contractor: CONTRACTOR shall:

1. One Time Funding Request for costs associated with marketing and educational materials.
2. Monthly Reimbursement packet submitted to the Campbell County CARE Board via email to Kristin Young kristin.young@campbellcountyny.gov and Sandra Beeman sandra.beeman@campbellcountyny.gov in the Campbell County Commissioners Office by the 11th of each month. A 'Monthly Reimbursement Packet' must contain the following:
 - a. A signed invoice using 'Attachment A' '2023-2024 County 1% Tracking Workbook' . The invoice must be signed for each monthly tab.
 - b. Email the '2023-2024 County 1% Tracking Workbook' in Excel workbook 'Attachment A' along with the expenditure packet.
 - c. **Supporting documentation of all amounts appearing on the invoice.**
 - d. *As applicable:* Itemized receipts/invoices detailing expenditures. An itemized receipt has the following elements:
 - i. The vendor/place of purchase with address.
 - ii. The amount.
 1. If the organization is exempt from paying sales tax, sales tax is not reimbursable. Do not include it in the reimbursement total. If sales tax is on the receipt, cross it out and make a note that sales tax was

removed. Exceptions for out-of-state purchases may be made on a case-by-case basis.

- iii. The detail of what was purchased. If it is unclear, please write notes on what the expenditure was. For example, if the receipt says: DZ BOX ASSORT, make the note '1 dozen bagels' to explain the purchase.
 - iv. The date.
 - v. Clearly indicate the amount charged to the county and the amount charged to another funding source if the organization must split up bills.
 - vi. For services rendered: statement(s) of service. Individual names may be redacted and instead client numbers provided.
 - vii. For scholarships: Proof of program enrollment or applicable statement for scholarships. Individual names may be redacted and instead client numbers provided.
- e. *As applicable*: For grants-in-aid (including scholarships), please complete the 'Grants-in-aid' spreadsheet provided (Attachment B), in addition to providing all the supporting documentation above from 2d.
 - f. *As applicable*: Salary/Employee Fringe Benefits detail/payroll report – Must clearly indicate the amount charged to the county and provide supporting documentation such as timesheets and pay detail.
 - g. The county can be invoiced only for received expenditures for which the organization has already paid. *Exceptions to this are services and scholarships considered grants-in-aid.* It is recommended, but not required, to provide in the 'Monthly Reimbursement Packet' proof of payment to the vendor along supporting documentation in any one of the following forms:
 - i. Canceled check
 - ii. Bank statements
 - iii. Reconciliation statement showing the check number and that the payment was received or "cashed"
 - iv. General ledger posting proof of reconciliation (budget detail with check #)
 - v. **The county may request the above items at any time as part of our monitoring process.**
- 3. Submit to the COUNTY a copy of your previous year's annual financial compilation, review, or audit when completed.
 - 4. Participate in an annual compliance monitoring visit with the CARE Board.
 - 5. Ensure all Board Members attend a board training workshop once during their Board term.
 - 6. **Campbell County would like to track 1% funds used to support community services for Veterans. The County would like to encourage organizations to add voluntary disclosure of Veteran status to intake forms or some other form for collecting this information appropriate to your organization. Suggested wording:**

Voluntary Disclosure - This information will be kept confidential and will only be used for reporting purposes on 1% funds used for services provided and for no other purpose. Providing this information may help the County and this organization maintain and or increase services in the future.

Are you, or someone in your household, a veteran?

Yes/No/Choose not to Answer

As applicable, organizations will be asked to provide the number of Veterans served if such information is provided to your organization.

Miscellaneous Provisions:

1. By entering into this agreement, COUNTY does not waive its sovereign immunity, or any other defense provided by law.
2. It is understood by both parties the funding provided to the CONTRACTOR is budgeted through the Optional One Percent Sales Tax account, most recently approved by the voters of Campbell County in November 2018.

Signatures:

CAMPBELL COUNTY

Colleen Faber, Chairman
Board of Commissioners

Date

ATTEST:

Cindy Lovelace, County Clerk

HAPPY GIRLS DON'T DO THAT

Jill Hastings

Chair (print & sign)
Board of Directors

9-18-23

Date

ATTEST:

Susan Barnes

Secretary (print & sign)

9/18/23

The following page(s) contain the backup material for Agenda Item: [9:25 Contract for Services, Wright Community Assistance](#)

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

**CONTRACT FOR SERVICES AGREEMENT
WRIGHT COMMUNITY ASSISTANCE
Fiscal Year 2023-2024**

Parties: This agreement is made between the Board of County Commissioners, Campbell County, Wyoming, 500 South Gillette Avenue, Suite 1100, Gillette, Wyoming, (hereafter "COUNTY") and Wright Community Assistance, 265 Rochelle Drive, P.O. Box 476, Wright, Wyoming, (hereafter, "CONTRACTOR").

Purpose: This agreement is for the purpose of establishing the terms and conditions of the contract for services between COUNTY and CONTRACTOR, as authorized by W.S. 35-1-614 (a).

Term: This agreement shall be in effect for a one-year term beginning July 1, 2023 and ending on June 30, 2024.

Payment: The COUNTY shall reimburse the CONTRACTOR, upon receipt of a detailed invoice and accurate supporting documentation, up to a total of \$10,000 for services outlined below.

Termination: CONTRACTOR may terminate this agreement thirty (30) days after giving notice in writing to COUNTY of intent to terminate. COUNTY may terminate this agreement at any time for any breach thereof by CONTRACTOR or due to lack of sufficient funds in the county treasury. Termination by either party ceases further obligation on the part of COUNTY to make further payments under this agreement and CONTRACTOR shall be required to reimburse COUNTY for monies paid to CONTRACTOR under the terms of this agreement which have been paid in advance for services not yet rendered.

Responsibilities of Contractor: CONTRACTOR shall:

1. Provide assistance and resources to low-income citizens of southern Campbell County.
2. Monthly Reimbursement packet submitted to the Campbell County CARE Board via email to Kristin Young kristin.young@campbellcountyny.gov and Sandra Beeman sandra.beeman@campbellcountyny.gov in the Campbell County Commissioners Office by the 11th of each month. A 'Monthly Reimbursement Packet' must contain the following:
 - a. A signed invoice using 'Attachment A' '2023-2024 County 1% Tracking Workbook'. The invoice must be signed for each monthly tab.
 - b. Email the '2023-2024 County 1% Tracking Workbook' in Excel workbook 'Attachment A' along with the expenditure packet.
 - c. **Supporting documentation of all amounts appearing on the invoice.**
 - d. *As applicable:* Itemized receipts/invoices detailing expenditures. An itemized receipt has the following elements:
 - i. The vendor/place of purchase with address.
 - ii. The amount.
 1. If the organization is exempt from paying sales tax, sales tax is not reimbursable. Do not include it in the reimbursement total. If sales tax is on the receipt, cross it out and make a note that sales tax was removed. Exceptions for out-of-state purchases may be made on a case by case basis.

- iii. The detail of what was purchased. If it is unclear, please write notes on what the expenditure was. For example, if the receipt says: DZ BOX ASSORT, make the note '1 dozen bagels' to explain the purchase.
 - iv. The date.
 - v. Clearly indicate the amount charged to the county and the amount charged to another funding source if the organization must split up bills.
 - vi. For services rendered: statement(s) of service. Individual names may be redacted and instead client numbers provided.
 - vii. For scholarships: Proof of program enrollment or applicable statement for scholarships. Individual names may be redacted and instead client numbers provided.
- e. *As applicable*: For grants-in-aid (including scholarships), please complete the 'Grants-in-aid' spreadsheet provided (Attachment B), in addition to providing all the supporting documentation above from 2d.
- f. *As applicable*: Salary/Employee Fringe Benefits detail/payroll report – Must clearly indicate the amount charged to the county and provide supporting documentation such as timesheets and pay detail.
- g. The county can be invoiced only for received expenditures for which the organization has already paid. *Exceptions to this are services and scholarships considered grants-in-aid.* It is recommended, but not required, to provide in the 'Monthly Reimbursement Packet' proof of payment to the vendor along supporting documentation in any one of the following forms:
 - i. Canceled check
 - ii. Bank statements
 - iii. Reconciliation statement showing the check number and that the payment was received or "cashed"
 - iv. General ledger posting proof of reconciliation (budget detail with check #)
 - v. The county may request the above items at any time as part of our monitoring process.**
- 3. Submit to the COUNTY a copy of your previous year's annual financial compilation, review, or audit when completed.
- 4. Participate in an annual compliance monitoring visit with the CARE Board.
- 5. Ensure all Board Members attend a board training workshop once during their Board term.
- 6. Campbell County would like to track 1% funds used to support community services for Veterans. The County would like to encourage organizations to add voluntary disclosure of Veteran status to intake forms or some other form for collecting this information appropriate to your organization. Suggested wording:**

Voluntary Disclosure - This information will be kept confidential and will only be used for reporting purposes on 1% funds used for services provided and for no other purpose. Providing this information may help the County and this organization maintain and or increase services in the future.

Are you, or someone in your household, a veteran?

Yes/No/Choose not to Answer

As applicable, organizations will be asked to provide the number of Veterans served if such information is provided to your organization.

Miscellaneous Provisions:

1. By entering into this agreement, COUNTY does not waive its sovereign immunity, or any other defense provided by law.
2. It is understood by both parties the funding provided to the CONTRACTOR is budgeted through the Optional One Percent Sales Tax account, most recently approved by the voters of Campbell County in November 2018.

Signatures:

CAMPBELL COUNTY

Colleen Faber, Chairman
Board of Commissioners

Date

ATTEST:

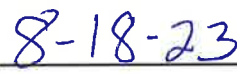
Cindy Lovelace, County Clerk

WRIGHT COMMUNITY ASSISTANCE



Chairman (print & sign)

Board of Directors



Date

ATTEST:



Secretary (print & sign)

The following page(s) contain the backup material for Agenda Item: [9:30 Resolution for Special Prosecution](#)

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

Resolution # _____
RESOLUTION FOR SPECIAL PROSECUTION

WHEREAS, the Campbell County and Prosecuting Attorney has entered into an agreement with Joseph Baron, Crook County Attorney, in and for Crook County, Wyoming, or other designee of the Crook County Attorney's Office, to represent Campbell County and to make, in their sole discretion, a proper disposition of all potential criminal matters involving DCI case #2023-01041, referred to by case number only as no charging decisions have been made, which the Campbell County Attorney's Office has a conflict of interest;

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

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

THEREFORE, be it resolved that Joseph Baron or other designee of the Crook County Attorney's Office be authorized to act as a Special Deputy County Attorney to make proper disposition of all potential criminal matters involving DCI case #2023-01041, as set forth above on behalf of Campbell County, Wyoming

DATED this _____ day of October, 2023.

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

Colleen Faber, Chairman

Del Shelstad, Commissioner

Jim Ford, Commissioner

Kelley McCreery, Commissioner

Butch Knutson, Commissioner

ATTEST: _____
Cindy Lovelace, Campbell County Clerk

STATE OF WYOMING

COUNTY OF CAMPBELL

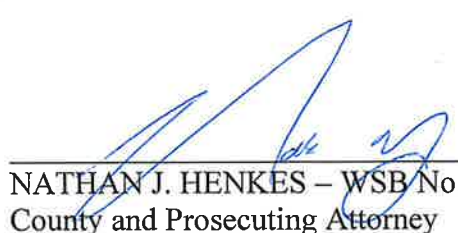
**APPOINTMENT OF SPECIAL DEPUTY
CAMPBELL COUNTY AND PROSECUTING ATTORNEY**

KNOW ALL PERSONS BY THESE PRESENT:

That I, Nathan J. Henkes, County and Prosecuting Attorney in and for Campbell County, State of Wyoming, pursuant to the authority granted me by the Board of Commissioners of Campbell County by Resolution No. _____, dated the ____ day of October, 2023, does hereby appoint Joseph Baron, Crook County Attorney or other designee of the Crook County Attorney's Office as Special Deputy County Attorney, in and for Campbell County, Wyoming, to proceed to make, in their sole discretion, a proper disposition of all potential criminal matters involving the DCI case #2023-01041, referred to by case number only as no charging decisions have been made, which occurred in Campbell County, Wyoming.

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

DATED this 27 day of September, 2023.



NATHAN J. HENKES – WSB No. 7-4947
County and Prosecuting Attorney
in and for Campbell County, Wyoming
500 South Gillette Avenue, Suite B200
Gillette, Wyoming 82716
Phone: (307) 682-4310 Fax: (307) 687-6441