

NIOBRARA COUNTY COMMISSIONERS' MEETING  
NIOBRARA COUNTY, WYOMING  
JULY 5, 2023

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The County Commissioners' meeting was called to order on July 5, 2023, at 9:05 a.m. by Chairman Patrick H. Wade. Vice-Chairman John Midkiff, Commissioner Elaine Griffith, and County Clerk Becky L. Freeman were present. Members of the audience included Heather Goddard with *The Lusk Herald*, and Sheriff Randy Starkey.

Road & Bridge- Foreman Fred Thomas met with the Commissioners and let them know there should be a fuel contract for #2 dyed diesel with Westco arriving sometime today.

He updated them on work that needs to be done on portions of Silver Springs Road, in part, culverts need replaced. Other county roads need auto gates cleaned.

They reviewed a quote from GeoTech, who is now supplying culverts. Mr. Thomas said he is out of pipe and the quote is for materials he needs. He said this is not something we need to commit to right now.

He sent the rented track hoe back last Wednesday and said he used it on Flat Top, 20 Mile, Indian Creek, and Meridian Roads.

County Attorney- Attorney Anne Wasserburger met with the Commissioners and the group discussed the proposed increase to court appointed attorneys in juvenile matters in the Eighth Judicial District, which is comprised of Converse, Niobrara, Goshen, and Platte Counties. The proposed increase is from \$100.00 per hour to \$120.00 per hour.

Heather Goddard asked if the Commissioners would consider renting the old jail for office space. The Commissioners said there is a lot of work that needs to be done to make it a viable building.

Old Business- Commissioner Griffith discussed the Juvenile Justice Community Services program and said Lacy Jo March was hired as the new coordinator for the program.

Public Health Nurse Building Remodel- Commissioner Griffith mentioned that due to miscommunication, the back door of the building did not get removed as originally intended. The contractor was not made aware of this, however, the door will be fine as is.

Elected Officials and Department Heads- Sheriff Randy Starkey discussed the abandoned vehicle sale that was conducted on June 30<sup>th</sup>. The sale generated \$1,600.00.

Extension Educator Kellie Chichester said they are in fair mode. She said judging of indoor exhibits will be Friday, July 28th.

They lost a tree at the fairgrounds due to the wind and Jeff White is working out there removing additional trees.

She has not heard back from the fire company regarding costs for a new fire panel.

Emergency Management Coordinator James Santistevan said he has been busy with the weather related situations.

He will be working on the Hazard Mitigation Plan.

Treasurer Keri Thompson said a law took effect July 1<sup>st</sup> allowing individuals to permanently plate their light trailers.

Assessor Teri Stephens said her staff has completed their review of county properties and are now reviewing town properties.

Clerk of Court Chrisanna Lund said there is a bench trial scheduled. A new law that took effect July 1 increased civil filing fees from \$120.00 to \$160.00 to open or reopen cases. She said the County should receive \$110.00 of this fee.

She said she is trying to get the Bank of the West account closed, but the bank is stating she does not have the authority to do so. She asked the Commissioners if they would grant her the authority to close the account.

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Commissioner Griffith moved to give Chrisanna Lund, Niobrara Clerk of District Court, authority to close all accounts with Bank of the West aka BMO. Vice-Chairman Midkiff seconded, and the motion carried.

County Clerk Becky L. Freeman said it has been business as usual in her office.

Commissioner Griffith said the Commissioners are still preparing for the upcoming Congressional Tour.

Vice-Chairman Midkiff stated he attended the Hazard Mitigation meeting Mr. Santistevan conducted.

Chairman Wade discussed the Bureau of Land Management's (BLM) proposed rule changes to add conservation as a use on the lands it administers. He said the Commissioners wrote a letter in opposition to the proposed rule change. The letter is available on the Commissioners' page of the county's website at [www.niobraracounty.org](http://www.niobraracounty.org).

He stated that in other BLM activities, Niobrara County does not currently have any core sage grouse areas that will be affected by the BLM's Sage Grouse plan update.

The Commissioners noted that a Planning and Zoning Board member did not wish to be reappointed, thus creating a vacancy. An ad will be placed in the paper seeking applicants for this three-year term.

24-Hour Catering Permit- Commissioner Griffith moved to approve a 24-Hour Catering Permit for the College Inn Bar to sell alcoholic beverages at the Bruegger Wedding Reception being held on July 8. Vice-Chairman Midkiff seconded, and the motion carried.

Westco Fuel Contract- The Commissioners received the fuel bid from Westco for diesel fuel for \$3.149/gallon up to 21,000 gallons for a period of July 1, 2023 - December 31, 2023. Vice-Chairman Midkiff moved to sign this contract. Commissioner Griffith Elaine seconded, and the motion carried.

Jerry Miller met with the Commissioners and updated them on the fairground auditorium roof project. He recommended putting down a water and ice shield on the roof. He noted it is more expensive than the material he originally quoted.

Commissioner Griffith moved to authorize Miller Construction to upgrade the ice and water shield for the roof at the fairgrounds. Vice-Chairman Midkiff seconded, and the motion carried.

The group also discussed the size of siding. Currently, the siding is a single eight-inch siding. He asked if the Commissioners wanted to change to a double four-inch lap siding. He said there is no difference in pricing.

Commissioner Griffith moved to authorize Miller Construction to install the double four-inch lap siding to the fairgrounds project. Vice-Chairman Midkiff seconded, and the motion carried.

He also mentioned window replacements in the courthouse and said he will be replacing four windows instead of three, which will result in a slight price increase.

He discussed the justice center revisions for the existing kitchen and booking area. He estimated the proposed revisions could cost \$25,000.00 to \$30,000.00. This expense will be paid for through the American Rescue Plan Account (ARPA).

Consent Agenda- Vice-Chairman Midkiff moved to approve the consent agenda. Commissioner Griffith seconded, and the motion carried. Items on the consent agenda were the minutes of the June 20, 2023, meeting, and receipts for the month of June from the County Clerk for \$4,654.00 and from the Clerk of Court for \$449.50.

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Payroll and the following vouchers were approved for payment: Bills are listed in the following format: Vendor- Department- Description- Amount- June Payroll- \$119410.68, Aflac- Various- Supplemental insurance- \$7082.72, A. Rifkin Co.- County Clerk- Supplies- \$100.70, Allbright's True Value- Road & Bridge- Parts - \$68.56, AlSCO- Road & Bridge- Shop towels & coveralls- \$344.84, Axon Enterprise, Inc.- Sheriff- New equipment- \$3397.98, Becky L. Freeman- County Clerk- Travel expense- \$327.89, BenchMark of Torrington- County Road Fund- Engineering fees- \$1383.38, Benzel Pest Control- Facilities- Justice center maintenance- \$97.92, Black Hills Chemical & Janitorial- Facilities- Cleaning supplies- \$1990.37, Black Hills Energy- Various- Utilities- \$328.77, Bob Ruwart Motors- Coroner- New equipment- \$3138.00, Canon Financial Services- Various- Copier service agreements- \$380.00, CenturyLink- Various- Telephones- \$2195.55, CenturyLink Business- Various- Telephones- \$73.69, Chantry Filener- General County- IT expense- \$5021.12, Connecting Point Computer Centers- Various- Copier service agreements- \$204.71, Cory Wilcox- Coroner- Deputy coroner stipend - \$150.00, Coulson Law, LLC.- Clerk of Court- Court appointed attorney- \$70.00, Delta Dental of WY- Various- Dental insurance- \$1133.75, Decker's Market- Various- Supplies, inmate meals, parts- \$88.41, Dennis C. Meier- Circuit Court Magistrate- Office rent- \$1000.00, Dooley Oil Inc., NE- Road & Bridge- Oil- \$916.25, Double A Properties, LLC.- Co. Attorney- Office rent- \$1000.00, Frank Parts Co.- Various- Parts, vehicle repairs- \$233.91, Fusion Cloud Services, LLC.- Various, Telephone- \$1098.36, Geographic Innovations- Various- Professional mapping - \$1300.00, Goshen County Detention Center- Detention- Inmate housing & meds- \$8400.11, Great Western Tire Co.- Road & Bridge- Tires- \$3430.40, GreatAmerica Financial Services- Sheriff- Copier service agreement- \$223.43, Great-West Trust Co., LLC.- Various- Deferred compensation contribution- \$19085.00, Hiway Brake & Alignment- Sheriff- Vehicle repairs- \$163.55, Jameson Cleaning & Maintenance- Facilities- Fairgrounds cleaning contract - \$7500.00, Jeffery R. White- Facilities- Tree removal at fairgrounds- \$1,000.00, Jub Jub, Inc.- General County- IT expense- \$220.00, Katie Krein- Prevention Grant- Phone, IT expense, operational supports, svc. implementation- \$113.14, Kellie Chichester- Extension- Travel expense- \$352.39, Ken Brown- Clerk of Court- Court appointed attorney- \$740.00, Lusk Herald- General County- Publications- \$3027.90, Lusk State Bank- Various- Payroll taxes - \$34549.69, Michelle Kremers- Various- Supplies, travel expense- \$110.05, Miller Construction- ARPA- Pay request 1 fairgrounds roof- \$40,000.00 Niobrara County Hospital District- 1% Option Tax - \$17936.64, Niobrara County Library- General Co.- Deferred compensation & balance of Qtrly tax allocation- \$22425.00, Niobrara County Public Health- Prevention grant- Indirect costs- \$178.51, Niobrara Electric Association- Various- Radio tower electricity- \$36.35, Office Depot- Treasurer- Supplies- \$149.83, Palen Law Offices, LLP.- Clerk of Court- Court appointed attorney- \$180.00, Peter W. Pier- Coroner- Schools- \$60.00, Porter, Muirhead, Cornia, & Howard- General County- Audit consultation- \$10,200.00- Regional West Medical Center- Coroner- Autopsy- \$538.30, Roetman Enterprises, LLC.- Facilities- Maintenance- \$102.35, Safeguard Business System- County Clerk- Supplies- \$585.56, Stay Awake- Prevention Grant- Prevention service implementation- \$850.00, Stinker Stores, Inc.- Various- Fuel- \$4316.32, Team Laboratory Chemical, LLC.- Various- Fairgrounds supplies, road patch- \$1317.50, Thomson Reuters-West- County Attorney- Law library- \$168.83, Torrington Office Supply- Various- Supplies- \$4045.73, Town of Lusk- Various- Utilities- \$2451.23, Traci Bruegger- Facilities- Cleaning contract- \$4300.00, Tyler Technologies- Various- Computer & IT expense- \$4102.98, UW College of Ag & Natural Resources- Extension- Annual UW car expense- \$1767.53, UW Extension- Extension- 2 qtrs. of co share of 4-H educator salary- \$13065.00, Verizon Wireless- Various- Cell phones, computer expense & base fee- \$415.64, Visa- Various- Supplies, travel, dues, new equipment, uniforms, vehicle repairs- \$6536.87, Vision Service Plan- Various- Vision Insurance \$375.86, Visionary Broadband- Various- I T expense- \$855.55, Westco- Road & Bridge- Fuel- \$5840.29, Wyoming Dept. of Workforce Services (WC)- General Co.- Quarterly worker's comp.- \$9168.90, WY Enterprise Technology Services- Various- Computer expense- \$10.00, Wyoming Educators' Benefit Trust- Co Admin- Health & life insurance- \$23457.08, Wyoming Lawn Sprinklers- Facilities- Maintenance- \$1085.42, Wyoming Machinery Company- Road & Bridge- Parts, equipment rental, repairs- \$5710.29, Wyoming Network, Inc.- General

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County- IT expense- \$200.00, Xerox Corp.- Co admin- Copier service agreement- \$127.68, Payroll  
Deductions & Accounts payable total- \$261648.09,

Grand total for June \$415608.46

There being no further business, the meeting adjourned.

NIOBRARA COUNTY COMMISSIONERS



Patrick Wade, Chairman

Attest:



Becky L. Freeman, County Clerk