

NIOBRARA COUNTY COMMISSIONERS' MEETING  
NIOBRARA COUNTY, WYOMING  
JUNE 6, 2023

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The County Commissioners' meeting was called to order on June 6, 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 Sheriff Randy Starkey.

Road & Bridge- Josh Harkins, with BenchMark of Torrington, met with the Commissioners and Road and Bridge Foreman Fred Thomas and presented a pay request and a change order for the 2023 Road Rehabilitation Project.

Change Order #2- Vice-Chairman Midkiff moved to accept Change Order #2 for the 2023 Road Rehabilitation Project in the amount of \$3,940.74. Commissioner Griffith seconded, and the motion carried. This Change Order is a cost increase for actual quantities of gravel hauled for the project and increases the contract price from \$197,683.92 to \$201,624.66.

He also discussed road damage from heavy truck traffic and storm washouts, road and equipment repairs, gravel, and millings stockpiles.

Neil Holmes met with the Commissioners and discussed the Public Health Nurse Building Remodel Project. He said the framing is done and rough electrical is complete. He also discussed work that needs to be done for better water drainage. He presented a change order for AGC Construction to install a valley pan for drainage. Mr. Holmes will also submit an invoice for additional dirt and gravel work he is doing near the garage where water is seeping in.

Public Health Nurse Building Change Order #1- Commissioner Griffith moved to approve Change Order #1 for AGC Construction to add a valley pan for drainage at a cost of \$4,160.00. This includes the pad for the generator also. Vice-Chairman Midkiff seconded, and the motion carried. This Change Order will increase the project cost from \$40,205.00 to \$44,365.00.

Jail Project Oversight- The Commissioners asked Mr. Holmes to be in contact with the architects throughout this phase of the project. Once the interior repairs begin, Mr. Holmes said he would oversee that project.

Elected Officials and Dept. Heads- Clerk of Court Chrisanna Lund discussed possible increases to court appointed attorney fees. She also discussed the upcoming meeting with Supreme Court Justice John Fenn and Supreme Court Security Officer Joe Hartigan to conduct a security walk through and assessment so Sheriff Starkey may apply for Homeland Security Grants.

Extension Youth 4-H Educator Kellie Chichester introduced Tallie Miller, who is the UW intern. Ms. Chichester noted that fair books are done, and fair entries will be due soon. She also noted that there will not be a fair parade this year due to several issues.

She also mentioned issues with the flooring at the front entryway. The tiles are popping up and there is moisture under the concrete. She said moisture meters are registering at 100% but they are unsure where the water is coming from.

They are also having an issue with the fire alarm continuing to go off. The current fire panel is obsolete. Emergency Manager James Santistevan said that the roof is leaking onto the sensors, which triggers the alarm. They are unsure of the cost to replace the panel.

He then went on to discuss a hazard mitigation meeting that will take place on June 27, 2023, at 1:30 p.m. at the fairgrounds.

Assessor Teri Stephens said they are busy conducting field work. She noted all state assessed values are in except for the railroad.

Treasurer Keri Thompson said her office sent out delinquent tax notices. She also noted that there has been interest in the property tax refund program.

County Clerk Becky L. Freeman said her office is busy with titles and land recordings.

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---

Commissioner Griffith said the Public Health Nurse Building Remodel Project is moving along. She had nothing to report on the Juvenile Justice Program. Ms. Lund noted that there was no meeting for May and no status update on the person who applied for a position.

Commissioner Griffith also briefed the group on the upcoming Congressional Tour on August 4th. There may be 13-14 congressional staffers that will be attending and will tour Niobrara County.

Sheriff Randy Starkey said his trip to Alabama to return firearms went well. He said there is an upcoming abandoned vehicle auction scheduled for June 23, 2023.

County Attorney- Deputy County Attorney Doyle J. Davies met with the Commissioners and discussed the GSG Architecture contract for the Justice Center Roof Replacement.

Wyoming State Parks and Cultural Resources Commissioner Leslie Stewart met with the Commissioners and gave an overview of her position and what it entails. She thanked the Commissioners for their nomination letter.

She is assigned to the commission for one year and has the option to reapply, which she plans to do. She represents Region 6, which is comprised of Crook, Weston, and Niobrara Counties.

She said her plan for all three counties is to visit all museums and chambers of commerce as well as meet with each board of commissioners to explain what the agency does and how it can help.

Jerry Miller, of Miller Construction, met with the Commissioners to discuss the fairgrounds roof repairs. He is planning on beginning work out there next week.

In his bid, he did not allow for commercial rain gutters as well as unforeseen work.

The group went onto discuss replacement of windows in the courthouse for the treasurer's, assessors, and clerk of court's offices. He estimated it would cost \$6,000.00.

He estimated it would cost \$8,000.00 to relocate and install a new steel door in dispatch.

Commissioner Griffith moved to authorize Miller Construction to replace the office windows for \$6,000.00 and to relocate and install a steel door in dispatch for \$8,000.00. Vice-Chairman Midkiff seconded, and the motion carried.

24-Hour Catering Permit- Commissioner Griffith moved to approve a 24-Hour Catering Permit for 3 Sister's Truck Stop to sell alcoholic beverages at the Swanson/Jensen wedding reception on June 10, 2023. Vice-Chairman Midkiff seconded, and the motion carried.

GSG Architecture Agreement- Vice-Chairman Midkiff moved to approve the contract between GSG Architecture, Inc., and Niobrara County for GSG Architecture to develop construction documents and oversee construction for the Justice Center Roof Replacement Project for \$47,440.00. Commissioner Griffith seconded, and the motion carried.

Visionary Broadband- Commissioner Griffith moved to approve the proposal from Visionary Broadband, which includes fiber and microwave backup for the jail and courthouse for \$320.00 per month plus regulatory fees & taxes. Vice-Chairman Midkiff seconded, and the motion carried.

Library Board Member Appointment- Vice-Chairman Midkiff moved to appoint Katy Skibicki to the library board for a three-year term beginning July 1, 2023, and ending June 30, 2026. Commissioner Griffith seconded, and the motion carried.

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 May 16, 2023, meeting, and receipts for the month of May from the County Clerk for \$3,081.00, from the Clerk of Court for \$976.50, and from the Sheriff for \$635.25.

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Payroll and the following vouchers were approved for payment: Bills are listed in the following format: Vendor- Department- Description- Amount- May Payroll- \$125,292.29, Aflac- Various- Supplemental insurance- \$7082.72, 14 County Tire- Sheriff- Tires- \$160.00, Allbright's True Value- Various- Parts, justice center mtnce., supplies- \$522.47, AlSCO- Road & Bridge- Shop towels & coveralls- \$306.15, Anne Wasserburger, Co. Attorney- Supplies - \$26.49, Barnes Law, LLC.- Clerk of Court- Court appointed attorney- \$31.32, BenchMark of Torrington- County Road Fund- Engineering fees- \$2113.39, Black Hills Chemical & Janitorial- Facilities- Cleaning supplies- \$148.96, Black Hills Energy- Various- Utilities- \$704.37, Boldon Diesel Service, LLC.- Road & Bridge- Repairs- \$6563.69, Boldon Welding & Repair, LLC.- Road & Bridge- Repairs- \$364.36, Canon Financial Services- Various- Copier service agreements- \$330.00, CenturyLink- Various- Telephones- \$2152.86, CenturyLink Business- Various- Telephones- \$74.30, Christina Zumbrennen- Detention- Inmate medical- \$1350.00, Clay Ritter- Dispatch- Schools- \$93.89, Connecting Point Computer Centers- Various- Copier service agreements- \$454.64, Cory Wilcox- Coroner- Deputy coroner stipend - \$150.00, Coulson Law, LLC.- Clerk of Court- Court appointed attorney- \$110.00, Dallas Children's Advocacy Center- Sheriff- Schools- \$895.00, Delta Dental of WY- Various- Dental insurance- \$1133.75, Decker's Market- Various- Supplies, inmate meals, parts- \$140.37, Denise Calderon- Detention- ID card- \$10.00, Dennis C. Meier- Circuit Court Magistrate- Office rent- \$1000.00, Dept. of Health- Public Health Nurse- Cos. Qtrly share of PHN salary- \$4922.12, Double A Properties, LLC.- Co. Attorney- Office rent- \$1000.00, Fisher Sand & Gravel- County Road Fund- Gravel- \$96233.59, Frank Parts Co.- Various- Parts, vehicle repairs- \$889.97, Fusion Cloud Services, LLC.- Various, Telephone- \$1085.68, Geographic Innovations- Various- Professional mapping - \$1360.00, Goshen County Detention Center- Detention- Inmate housing- \$1925.00, Graphic Designs International, LLC.- Sheriff- New equipment- \$124.21, GreatAmerica Financial Services- Sheriff- Copier service agreement- \$232.00, Great-West Trust Co., LLC.- Various- Deferred compensation contribution- \$19085.00, Herren Brothers True Value- Road & Bridge- Parts- \$230.96, Hiway Brake & Alignment- Sheriff- Vehicle repairs- \$208.50, Hometown Country- Facilities- Supplies- \$118.80, Honnen Equipment Company- Road & Bridge- Parts- \$2482.95, Jameson Cleaning & Maintenance- Facilities- Fairgrounds cleaning contract - \$7500.00, Jerri D. Swanson- Extension- Postage- \$10.65, Joseph Bleming- Detention- Transports- \$14.28, Jub Jub, Inc.- General County- IT expense- \$30.00, Katie Krein- Prevention Grant- Phone, IT expense, operational supports, svc. implementation- \$113.14, Kody Smith- Detention- ID Card- \$12.25, Lusk Herald- General County- Publications- \$1460.16, Lusk State Bank- Various- Payroll taxes -\$36637.92, Michael Coon- PHN Grant- Pay request 2-PH Nurse Building Remodel- \$10000.00, Michael Harberts- General County- IT expense (2 mos.)- \$900.00, Michelle Kremers- Various- Travel, supplies- \$409.38, NCIC Inmate Communications- Detention- Inmate phone cards- \$212.96, Niobrara County Hospital District- 1% Option Tax - \$11707.26, Niobrara County Library- General Co.- Deferred compensation- \$1725.00, Niobrara County Public Health- Prevention grant- Indirect costs- \$163.01, Niobrara Electric Association- Various- Radio tower electricity- \$52.48, Office Depot- Various- Supplies- \$1419.38, Palen Law Offices, LLP.- Clerk of Court- Court appointed attorney- \$510.00, Pier Funeral Home- Coroner- Postage- \$11.00, Pine Bluffs Gravel & Excavating, Inc.- County Road Fund- 22-23 Road Rehab Project pay request 2- \$168306.71, Rancher's Feed & Supply, Inc.- Road & Bridge- Parts- \$36.27, Randy Starkey- Sheriff- Travel expense- \$692.14, Rawhide Fabrication- Sheriff- New equipment- \$276.41, Sandrock Vision Clinic, LLC.- Justice Center- Office rent- \$550.00, Schindler Elevator Corporation- Facilities- Qtrly mtnce- \$1412.76, Stinker Stores, Inc.- Various- Fuel- \$3885.53, Thomson Reuters-West- County Attorney- Law library- \$168.83, Torrington Office Supply-

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Various- Supplies- \$200.21 Town of Lusk- Various- Utilities- \$2371.09, Traci Bruegger- Facilities- Cleaning contract- \$4300.00, True North Steel- County Road Fund- Culverts & bands- \$7158.75, Tyler Technologies- Treasurer- Computer expense- \$82.69, Verizon Wireless- Various- Cell phones, computer expense & base fee- \$550.64, Visa- Various- Supplies, travel, dues, new equipment, uniforms, vehicle repairs- \$4970.26, Vision Service Plan- Various- Vision Insurance \$435.46, Visionary Broadband- Various- I T expense- \$568.43, Westco- Road & Bridge- Fuel- \$7551.47, WY Enterprise Technology Services- Various- Computer expense- \$10.00, Wyoming Educators' Benefit Trust- Co Admin- Health & life insurance- \$22484.93, Wyoming County Assessor's Assoc.- Assessor- Dues- \$255.00, Wyoming First Aid & Safety Supply, LLC.- Road & Bridge- Supplies- \$133.31, Wyoming Machinery Company- Road & Bridge- Parts- \$21582.59, Wyoming Network, Inc.- General County- IT expense- \$200.00, Wyoming Women's Center- Detention- Inmate meals- \$886.54, Xerox Corp.- Co admin- Copier service agreement- \$127.32, Payroll Deductions & Accounts payable total- \$477833.72,

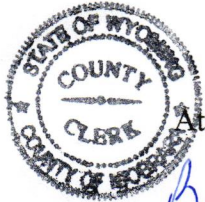
Grand total for May \$603126.01

There being no further business, the meeting adjourned.

NIOBRARA COUNTY COMMISSIONERS



Patrick Wade, Chairman



Attest:



Becky L. Freeman, County Clerk