

**COMMISSIONERS' PROCEEDINGS**  
**NIOBRARA COUNTY, WYOMING**  
**April 20, 2004**

The Niobrara County Commissioners reconvened for their regularly scheduled meeting on April 20, 2004 at 9:00 a.m. in the Commissioners' Room of the Niobrara County Courthouse. Present were Chairman Donna I. Ruffing, Commissioners Richard A. Ladwig, Tom L. Wasserburger, and County Clerk Becky L. Freeman.

Wasserburger moved, seconded by Ladwig, to approve the minutes of the April 6, 2004 meeting. **MOTION CARRIED.**

The following business was conducted:

Road & Bridge- Met with Road and Bridge Foreman Freddie Thomas to discuss personnel, gravel, and vehicles issues. Thomas informed the commissioners that the detour had been completed for the Stage Road Bridge. There was continued discussion on the removal of the culvert on Kaltenheuser road.

20 Mile Road- Discussed the availability of gravel at the Manning pit. Ruffing noted that the county no longer holds a permit for gravel for this pit and will complete an application to the DEQ to reopen.

Road Signage- Discussed the project and ongoing sign placement and road name problems. The Commissioners advised County Clerk Freeman to hold payment to United Rentals until the signs are installed correctly.

Entered into executive session at 10:08 a.m. to discuss personnel issues. In attendance were Commissioners Ruffing, Ladwig, and Wasserburger, Road and Bridge Foreman Thomas and County Clerk Becky Freeman. Reconvened the regular meeting at 10:12 a.m. There was no action taken on the matter.

County Attorney- Met with County Attorney Doyle J. Davies and continued discussion on the Qwest line damage and ongoing litigation. Davies advised the Commissioners that Qwest will be presenting a proposal with the information regarding costs for replacing lines and digging trenches.

Other topics discussed were grants, commissioners' salaries, lawsuits and the audit letter from Porter, Muirhead, Cornia, and Howard. Davies suggested the commissioners negotiate the contract details before signing the audit agreement.

Lodging Tax- County Clerk Freeman addressed the commissioners regarding the topic of a countywide lodging tax. There are three lodging facilities located outside the city limits. After discussion, it was decided that the minute amount of revenue generated in the county would not be cost effective to impose a countywide tax.

Facilities Proposal- Reviewed the document and the suggested changes. After considerable discussion and additional changes, the proposal was approved and a walk around was scheduled with prospective bidders for May 5<sup>th</sup>, 2004 at 1:00 p.m.

Basic Service Needs Funds- Discussed the bid submitted by Chalk Buttes Landscaping from Douglas for the installation of the sprinkler system at the fair grounds. The bid submitted was \$16,340 to install the sprinkler systems at the concession stand, grandstand, north of office and west of island. The fair board was allotted \$15,000 for the project. No action was taken.

Wasserburger will contact local contractors and get estimates for the courthouse sprinkler system replacement. The concrete replacement at the courthouse and the clerk's public access window were also discussed.

Planning and Zoning- Planning and Zoning Chairman John Hester, Vice-Chairman Dean Nelson and member Neil Holmes were in attendance to discuss their recommendation for the planning and zoning resolution being forwarded to the commissioners. They recommend this document go forward based on input received from their public hearing. Wasserburger moved, seconded by Ladwig, to take the recommendation forwarded by planning and zoning to a public hearing. **MOTION CARRIED.** The public hearing will be advertised in *The Lusk Herald* and the meeting will be scheduled for the 18<sup>th</sup> of May 2004 at 1:00 p.m.

County Sheriff- Discussed Zerbe's request for an office for dispatch supervisor Bonnie Tousley in the courthouse. Zerbe believes it would be beneficial for everyone if she had a private office where she could complete her administrative duties. The commissioners suggested Zerbe contact Deputy Attorney Lowell Fitch to see if that office space could be shared. Zerbe also discussed the three (3) vehicles he purchased from Sublette County. His office received one 2000 Ford Explorer and two 2001 Crown Victorias. It was also noted that Assessor Elaine Griffith would be receiving computers from Sublette County.

Homeland Security- Pete Pier and Rick Zerbe were present to discuss the 2004 Homeland Security grants. Wasserburger moved, seconded by Ladwig, to approve the civilian corp. grant and basic equipment grant and that the commissioners give their signatory approval to accept the sheriff's grant and the coroner's grant. Pete Pier will be named as Contact Person to do all reports and forms on all five grants. **MOTION CARRIED.**

The radio towers were also discussed. There is a state land lease that needs to be paid and Ladwig is unsure if the County can pay the lease if the County does not own the building. The lease is renewable every year on May 1. Currently Rebel Coffey has been paying the lease. Wasserburger suggested that Coffey pay the lease amount of \$350.00 for this year and the county will reimburse him.

OJJDP Grant- Ladwig moved, seconded by Wasserburger, to approve the proposed OJJDP budget for fiscal year 2004-2005. **MOTION CARRIED.**

Voter Registration M.O.U. - Ladwig moved, seconded by Wasserburger, to approve and sign the Memorandum of Understanding between the Secretary of State and the Niobrara County Clerk regarding the statewide voter registration system. **MOTION CARRIED.**

Dept. of Revenue- Acknowledged the notice of valuation changes for the following entities: Anschutz Exploration Corp. (\$341.27) and J. P. Oil Co., Inc. (\$1,615.71)

Cent\$ible Nutrition- Ruffing will write a letter supporting the program.