

NIOBRARA COUNTY COMMISSIONERS' MEETING
NIOBRARA COUNTY, WYOMING

April 5, 2016

The Niobrara County Commissioners' meeting was called to order at 9:00 a.m. on April 5, 2016 at 9:00 a.m. Those in attendance were Chairman Richard A. Ladwig, Vice-Chair Greg B. Starck, Commissioner Patrick H. Wade and County Clerk Becky L. Freeman.

Road and Bridge – Foreman Fred Thomas met with the Commissioners and discussed road and bridge business. He inquired about the pipeline right of way easement agreement between Cheyenne River and Niobrara County and the Commissioners advised that it is under review.

County Attorney – County Attorney Cally Lund met with the Commissioners and discussed the pipeline right of way easement agreement. The Commissioners asked her if the landowners have seen the new easement and she said she didn't think it was a necessity as they knew what was going to happen.

Pat asked about the easement staying in place for the life of the pipeline and whether or not this could be an issue in the future. Cally said that Cheyenne River is placing their easement within our easement and that if the County gives up our easement, then the pipeline easement is null and void. The likelihood that the County would abandon this is road is nonexistent at this point in time so the easement shouldn't be an issue.

The group then reviewed and discussed draft MOU's for the Public Health Nurse and said Cally didn't see any problem with them. Richard also said that the hospital administrator had a room that the county could use for a public health office.

Manville Spur – Cally said she will draft a quit claim deed from Niobrara County to the Town of Manville transferring ownership on a portion of the Manville Spur. She will also include language which includes a liability provision that the Town of Manville will take on any liability from the date of transfer thereby absolving Niobrara County of any problems.

She then discussed Title 25 (involuntary commitments) statutes and changes which will take place in July, criminal cases and other county business.

Elected Officials and Dept. Heads – Denise E. Smith, Extension Office Educator, Teri Stephens, Assessor, Keri Thompson, Treasurer, Kayla Courtright, Clerk of District Court met with the Commissioners and discussed county business.

Keri discussed low sales tax collections and said that her office is very busy with vehicle registrations; Kayla said the jury trial is done; Teri advised the group that Monday, April 11, Max Masters with Geographic Innovations will be here to do basic training on the GIS program; and Denise said the recent snow collapsed the high tunnel and that they are getting ready for the food expo.

Greg said floor is done at the fairgrounds and the consensus is to seal and polish it. There will also be an asbestos investigation conducted on the ceiling tiles before they are replaced. The Courthouse/Courtroom Security project is near completion and a walk through will be conducted.

The group then discussed the cleaning. It was noted that the snow removal had been kept up during the recent storms.

The regular meeting recessed at 12:00 p.m. and reconvened at 1:30 p.m.

Diane Cannon then met with the Commissioners and discussed the cleaning contract. They asked how the cleaning was going and she said things were good. She will be shampooing carpets in the library this weekend.

Also talked about not cleaning the courtroom during a jury trial.

Emergency Management – Emergency Management Coordinator James Santistevan met with the Commissioners and discussed county business.

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He said that the National Weather Service is conducting their annual tornado warning on April 20th and he won't be here to monitor. He said he will conduct a test of the sirens in Manville and Lusk on April 29th. He said this summer he will do monthly testing of the sirens so the public is more aware of what the sirens mean.

He will be meeting with Lynn Budd of Homeland Security on the 18th to work on the THIRA plan.

Sheriff Rick Zerbe, Deputy Sheriff Kelly Dean and Dispatch Supervisor L. D. Stone met with the Commissioners and James Santistevan to discuss security trainings and grants to purchase a new Dispatch Center Console.

Cally returned to the meeting to update them on the status of the Manville Spur paperwork. She said that there was approximately 6/10ths of a mile of road which had been abandoned in 1978 and can't be conveyed by the County.

There was also concern over the Town of Manville owning a road outside of the city limits and the Commissioners would like to see something authorizing them to do so before the deed is issued.

Consent Agenda – Greg moved to approve the consent agenda. Pat seconded, motion carried. Items contained in the consent agenda were the minutes of the March 15, 2016 meeting, receipts from the County Clerk for the month of March for \$3,145.00, and from the Sheriff for \$1,260.00.

Petition to Cross a County Road – Pat moved to approve a Petition to Cross a County Road submitted by Terrance Browder to cross a portion of Hat Creek Road to install a 2" PVC pipeline. Greg seconded, motion carried.

Community Enhancement Program Grant – Greg moved to approve the agreement between Niobrara County and the Niobrara Conservation District for the 75/25 grant for Community Enhancement Program Grant. Pat seconded, motion carried. Total cost of the project is approximately \$750.00 of which Niobrara County has agreed to match 25% or approximately \$187.00

Arca Search – Pat moved to approve the contract between Niobrara County and Arca Search to complete the digital archiving of County Clerk land records for an estimated project price of \$79,330.00 and an annual fee of \$2,967.00. Greg seconded, motion carried.

Petition of Affidavit for Rebate of Taxes – Greg moved to approve the Petition of Affidavit for Rebate of Taxes for Kinchen Land & Livestock, LLC. for tax years 2011-2015 for \$25.69. Pat seconded, motion carried.

Right-of-Way, Pipeline Easement and Agreement – Pat moved to approve a Right-of-Way and Pipeline Easement Agreement between Cheyenne River, LLC. and Niobrara County along the south side of the North Lance Creek Road for a distance of up to two (2) miles. Greg seconded, motion carried.

Midwest Grinding – Pat moved to authorize Midwest Grinding to polish and seal the fairgrounds auditorium floor for a cost of \$10,878. Greg seconded, motion carried.

Greg will order an asbestos investigation for the fairgrounds ceiling tiles with Robinson Contracting from Casper.

Courthouse/Courtroom Security Project – Greg moved to approve change order 1 with Spiegelberg Lumber and Building Company increasing contract amount by \$1,545.00 for the installation of fiberglass bullet resistance material on doors in the Clerk of Court's office. Pat seconded, motion carried.

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Payroll and the following vouchers were approved for payment:

Vendor	Amount	Description
Absolute Solutions	\$ 930.00	VEHICLE REPAIRS
Allbright's True Value Hardware	\$ 548.83	SUPPLIES, PARTS, MAINTENANCE
AlSCO	\$ 195.08	PARTS
ArcaSearch Corporation	\$ 39,665.00	1/2 DIGITAL ARCHIVING FEE
Bargreen Ellingson	\$ 122.16	BLDG/EQUIP MAINTENANCE
Becky L. Freeman	\$ 251.06	TRAVEL EXPENSE
BenchMark of Torrington P.C.	\$ 473.22	2014 ROAD REHAB ENGINEERING
Benzel Pest Control, Inc.	\$ 277.20	FAIRGROUNDS/JUSTICE CENTER MTNC
Birch Communications	\$ 710.97	TELEPHONE
Black Hills Chemical & Janitorial	\$ 669.77	FAIRGROUND SUPPLIES
Bluffs Sanitary Supply	\$ 62.50	SUPPLIES
Cally Lund	\$ 500.00	OFFICE RENT
Canon Financial Services, Inc.	\$ 418.00	COPIER SERVICE AGREEMENT
Century Link	\$ 1,280.75	TELEPHONE & I T EXPENSE
Century Link Business Services	\$ 52.70	TELEPHONE
Chantry Filener	\$ 280.00	I T EXPENSE
Connecting Point Computer Centers	\$ 331.44	COPIER SERVICE AGREEMENT
Custom Micro, Inc.	\$ 5,860.00	COMPUTER EXPENSE
Decker's Foods	\$ 13.13	SUPPLIES, INMATE MED
Dell Marketing L.P.	\$ 3,860.03	NEW EQUIPMENT
Deluxe Business Checks & Solutions	\$ 56.61	SUPPLIES
Denise E. Smith	\$ 68.04	TRAVEL EXPENSE
Dennis C. Meier	\$ 1,000.00	OFFICE RENT
Diane Cannon	\$ 4,500.00	COURTHOUSE CONTRACT
Ed Buchanan	\$ 2,660.00	DEPUTY CO ATTORNEY
Entenmann-Rovin Co.	\$ 118.50	SUPPLIES
Galls	\$ 48.00	UNIFORMS
Geographic Innovations	\$ 1,300.00	PROFESSIONAL MAPPING
GreatAmerica Financial Svcs.	\$ 226.00	COPIER SERVICE AGREEMENT
Harris Govern Ft. Collins User Group Inc	\$ 150.00	DUES
Heilbrun's Farm Industrial Supply	\$ 57.48	PARTS
Hiway Brake & Alignment	\$ 103.78	VEHICLE REPAIRS
Hiway Super Service	\$ 1,400.00	OIL, EQUIP REPAIRS
Honnen Equipment Company	\$ 102.29	PARTS
Jordan Towing	\$ 563.00	ABANDONDED VEHICLES
Lusk Herald	\$ 2,162.42	PUBLICATIONS, SUBSCRIPTIONS
Lusk Mini Storage	\$ 45.00	STORAGE UNIT RENTAL
MailFinance	\$ 1,197.00	QUARTERLY POSTAGE METER
Mecklenburg Law Office, LLC.	\$ 330.00	COURT APPOINTED ATTORNEY

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Mobile Concrete Inc.	\$ 1,624.90	AUDITORIUM FLOOR
Mobius Communications Company	\$ 61.93	PHONE SYSTEM
Monika D. Davies	\$ 500.00	OFFICE RENT
Nathaniel S. Hibben	\$ 350.00	TRIAL EXPENSES
Natrona County Sheriff's Office	\$ 1,365.00	JUVENILE HOUSING
Niobrara Co. Sheriff's Office	\$ 23.28	POSTAGE
Niobrara County Hospital District	\$ 12,781.41	1% OPTION TAX
Niobrara County Library	\$ 1,725.00	LIBRARY DEFERRED COMP.
Niobrara Electric Association	\$ 36.74	RADIO TOWER
Northside Tire, LLC.	\$ 1,288.00	TIRES
Office Depot	\$ 692.27	SUPPLIES
Office Of State Lands & Investments	\$ 805.62	RADIO TOWER LEASE
Pamela Leetch	\$ 664.20	LT101 NURSING
Patrick Weisbeck	\$ 677.50	I T EXPENSE
Plainsman Printing & Supply	\$ 148.67	SUPPLIES
Print Express	\$ 203.00	SUPPLIES
Proper Care, LLC.	\$ 6,800.00	FAIRGROUNDS CONTRACT
Safety-Kleen Systems, Inc.	\$ 319.28	SUPPLIES
Sourcegas	\$ 736.87	UTILITIES
Terry Davis	\$ 51.25	INMATE MEDICAL
Torrington Office Supply	\$ 969.02	SUPPLIES, NEW EQUIPMENT
Town Of Lusk	\$ 2,161.40	UTILITIES
Tyler Technologies	\$ 285.38	COMPUTER EXPENSE
University of Nebraska-Lincoln	\$ 42.50	SUPPLIES
UW Extension	\$ 6,000.00	CO SHARE 4-H EDUCATOR
Valley Motor Supply	\$ 136.36	PARTS
Valley Plumbing & Heating	\$ 484.95	LIBRARY MAINTENANCE
Verizon Wireless	\$ 1,048.54	TELEPHONE/COMPUTER EXPENSE
Visa	\$ 1,967.52	DUES, TRAVEL, SUPPLIES, NEW EQUIP
WALT'S LATHE & MACHINE	\$ 3,371.26	PARTS, EQUIPMENT REPAIRS, PARTS
Wayne Coleman Construction, Inc.	\$ 40,625.23	AUDITORIUM FLOOR
Weed & Pest District	\$ 65,463.54	FLOOD INSURANCE CLAIM PAYMENT
Westco	\$ 2,348.82	DIESEL
Whitaker Oil D/B/A Outpost Truck Stop	\$ 1,610.07	FUEL
WY Enterprise Technology Services	\$ 14.80	COMPUTER EXPENSE
WYCSA	\$ 60.00	DUES
Wyoming County Treasurer's Assoc.	\$ 220.00	SCHOOLS/CONTINUING ED, DUES
Wyoming Dept. Of Transportation	\$ 427.65	LANCE CREEK BROS CN14063
Wyoming Guardians Ad Litem Program	\$ 410.38	COUNTY SHARE GAL
Wyoming Machinery Company	\$ 9,659.73	PARTS, EQUIPMENT REPAIRS
Wyoming Network, Inc.	\$ 230.00	I T EXPENSE

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Wyoming Women's Center	\$ 808.30	INMATE MEALS
Xerox Corporation	\$ 246.53	XEROX COPIER SERVICE AGREEMENT

Grand Total \$ 242,036.86

There being further business, the meeting adjourned.

NIOBRARA COUNTY COMMISSIONERS



Richard A. Ladwig, Chairman

Attest:



Becky L. Freeman, Clerk