

NIOBRARA COUNTY COMMISSIONERS' MEETING
NIOBRARA COUNTY, WYOMING

January 5, 2016

The Niobrara County Commissioners' meeting was called to order at 9:00 a.m. on January 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.

Ron Pfister, Co-Chair of the Long Term Recovery Group, met with the Commissioners and discussed concerns he had regarding the vacant Hospitality House downtown. He was afraid that it could become an eyesore based on what might or might not happen with funding. He feels that with the upcoming budget concerns, the state might just forget about the building and asked the Commissioners to do what they could to keep it in the forefront of everyone's minds. He also discussed senior housing.

Richard said that Tom McCool said that an action plan would be coming soon regarding economic development and housing. He said that a town hall meeting would be held to gather comments from the public.

Road & Bridge – Foreman Fred Thomas met with the Commissioners and discussed road and bridge business.

He said they have the temporary bridge installed at the Lance Creek crossing and they are busy working on equipment at the shop. He noted that they had plowed Kirtley, S Bar and N. Van Tassell Roads.

Richard asked how S Bar was holding up and Fred said it has sloughed off a little bit on the top.

Pat inquired about the status of the hydrology report and how the corrections were coming along. Fred said he has visited with BenchMark to get everything corrected.

Auditorium Floor- Greg updated the group on the status of the auditorium floor project. He said that once Midwest Grinding began grinding the floor, they found mud and dirt pockets popping up. They said the floor will need to be removed instead of ground down. Because they cannot progress any farther on the project, they asked if they could receive payment for the mobilization of equipment and crew and to finish grinding the outer edges down.

Greg moved to amend the grinding contract to \$3,289.00 for mobilization and \$1,969.00 to finish grinding edges. Pat seconded, motion carried.

County Attorney- County Attorney Cally Lund met with the Commissioners to discuss county business.

Executive Session- Pat moved to enter into Executive Session with Attorney Lund at 10:20 a.m. to discuss personnel matters. Greg seconded, motion carried.

Greg moved to reconvene the regular session at 10:25 a.m. Pat seconded, motion carried. No action was taken.

The group talked about the auditorium floor and the fact that the contract needs to be amended because the original contract work can't be completed due to the condition of the floor.

Cally also discussed the letter from Lone Crow Cattle Company's attorney regarding the easement within our easement for Cinco Oil. There were a few areas that need clarification and she will visit about with the landowner's attorney regarding them.

Pat discussed the fuel tank removal. The DEQ wants to have the county to remove the heating tank and go through the voluntary remediation program. He asked Cally if we should remove it or what. It will be difficult to remove, but if we can obtain core samples and they come back uncontaminated, then the county could just fill it in with slurry instead of trying to remove it,

They also discussed Memorandums of Understanding and title 25 involuntary commitments.

Emergency Management- Emergency Management Coordinator James Santistevan met with the Commissioners to discuss the Emergency Operating Plan. He also discussed the upcoming tabletop

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meeting concerning the Ebola virus which is being held in Douglas. They also discussed the next Local Emergency Planning Committee meeting and who our liaison from the National Guard is.

The group also discussed contacting surrounding radio stations to assist, when the need arises, in getting messages out to county residents in the event of emergencies.

WYDOT- Mike Larson, Transportation Commissioner for District 6 and chief engineers from WYDOT met with the Commissioners and James Santistevan to discuss the status of the bridge replacement and speed limit increases on Hwy 85, WYO 130 and WYO120.

The group first discussed increasing the speed limit to 70 mph on certain roads. An engineering study was done and roads were prioritized based on certain criteria which needed to be met.

US 85 was one of the roads chosen to study. It is comprised of a 200 mi corridor from Cheyenne to Newcastle. It was found to have met the criteria and WYDOT hopes to have signs up by mid to late January.

They then discussed the bridge replacement and said that they have let two supply contracts; one for girders that are being fabricated now and one for the retaining wall. Bids will be opened on January 14 and on January 21, the bids will be considered. They are hopeful that the bridge will be open for unregulated loads by July of this year and by fall the project should be complete. The original detour will be in effect and over size loads will need to take Hwy 270.

Richard talked about concerns of traffic backup due to multiple trains passing through, but Mike thought it wouldn't be as big of a problem as it was in June because the tracks are repaired and the trains should be up to speed.

Brian Wakefield, from BenchMark of Torrington Engineers, stopped in and extended a gift of appreciation to the Commissioners.

He said the hydrology report is under final review and should be taken care of tomorrow or the next day.

Consent Agenda- Greg moved to approve the consent agenda. Pat seconded, motion carried. Items on the consent agenda were the minutes of the December 15, 2015 regular meeting and December 18, 2015 special meeting, receipts for the month of December from the County Clerk for \$6,088.25 and from the Sheriff for \$429.70 and an official bond and oath for Keri Thompson as Treasurer of Niobrara County.

Elected Officials & Dept. Heads- The elected officials and department heads met with the Commissioners and discussed office operations and county business.

Assessor- Assessor Teri Stephens met with the Commissioners and updated them on the vacant position in her office and a starting wage she would like to pay for the chief deputy position.

She would like to hire someone as her chief deputy starting at \$13.39 per hour, which is consistent with what the other chief deputies are making and is what is budgeted for that position.

She explained the educational requirements of her office and said that she would have this person take one class a year as opposed to four or five classes a year.

The Commissioners voiced concerns about someone new starting at the same wage as current chief deputies who have been there longer. They discussed the probationary period and suggested the new employee be hired at a lesser wage and evaluated at the end of the probationary period and go from there.

Budget update- Treasurer Keri Thompson and Clerk Becky Freeman discussed funding availability for the upcoming budget year and the status of the current budget.

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RESOLUTION 16-01- Patrick moved to approve RESOLUTION 16-01 - ACTION SUPPORTING COUNTY CUSTOM, CULTURE AND HERITAGE IN DECISION MAKING REGARDING FEDERAL LANDS IN NIOBRARA COUNTY, STATE OF WYOMING. Greg seconded, motion carried. The entirety of this resolution is on file and may be viewed at the County Clerk's office.

RESOLUTION 16-02- Patrick moved to approve RESOLUTION 16-02 - ACTION SUPPORTING COUNTY CUSTOM, CULTURE AND HERITAGE IN DECISION MAKING REGARDING STATE OR PRIVATE LANDS IN NIOBRARA COUNTY, STATE OF WYOMING. Greg seconded, motion carried. The entirety of this resolution is on file and may be viewed at the County Clerk's office.

RESOLUTION 16-03- Patrick moved to approve RESOLUTION 16-03 - 911 ENHANCED SURCHARGE. Greg seconded, motion carried. The surcharge remains at \$0.75 on each local exchange access line, wireless communications access or other technological device that under normal operation is designed or routinely used to access 911, within Niobrara County. The entirety of this resolution is on file and may be viewed at the County Clerk's office.

RESOLUTION 16-04- Greg moved to approve **A RESOLUTION DESIGNATING MEETING DATES FOR THE NIOBRARA COUNTY COMMISSIONERS FOR 2016** WHEREAS, it is the intent of the Niobrara County Commissioners to meet twice each month during Calendar Year 2016, or when it is necessary to meet for the transaction of urgent county business, and;

WHEREAS, the meetings shall be conducted during the day at the Commissioners' Chambers in the Niobrara County Courthouse, Lusk, Wyoming, and;

WHEREAS, W.S. § 18-3-502 authorizes the County Commissioners to designate such meeting times by resolution of the board;

NOW THEREFORE, be it resolved that the Commissioners of Niobrara County, Wyoming, hereby designate the following Calendar Year 2016 meeting dates:

Month	1st Meeting	2nd Meeting
January	5	19
February	2	16
March	1	15
April	5	19
May	3	17
June	7	21
July	5	19
Aug	2	18 (due to Primary Election)
September	6	20
October	4	18
November	3 (due to General Election)	15
December	6	20

DATED this 5th day of January, 2016.

NIOBRARA COUNTY COMMISSIONERS

/s/ Richard A. Ladwig

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/s/ Greg B. Starck

/s/ Patrick Wade

ATTEST:

/s/Becky L. Freeman, Clerk

Designation of Depositories- Upon the recommendation of the County Treasurer, Pat moved to designate Lusk State Bank and Bank of the West as the official depositories for the public funds of Niobrara County. Greg, seconded, motion carried.

Investment of Public Funds- Upon the recommendation of the County Treasurer, Pat moved to approve authorization of investments of public funds in the following depositories: Geneos/Kaiser Wealth Management, Lusk State Bank, Multi-Bank Securities, Inc., Wyoming Bank & Trust, Wyoming Government Investment Fund, and WYO-STAR. Greg seconded, motion carried.

Notice of Disclosure of Banking- Pursuant to W. S. 6-5-118, Niobrara County Treasurer Keri Thompson submitted a letter to the Commissioners disclosing her interests in any banking institutions in which Niobrara County has funds invested. The Commissioners acknowledged that she conducts personal business with Lusk State Bank.

Grant Award Agreement for FEMA-4227-DR-WY- Greg moved to approve the grant award agreement FEMA-4227-DR-WY. Pat seconded, motion carried.

Copier Connection Annual Full Service Agreement Contracts- Pat moved to approve the contracts with Copier Connection, Inc. for maintenance on copiers located in the Courthouse. Greg seconded, motion carried.

Wyoming Office of State Lands and Investments- Greg moved to approve the grant award agreement between Wyoming State Lands and Investments and Niobrara County for Court Security Upgrades. Pat seconded, motion carried.

Jeff & Jordan Reed met with the Commissioners and asked what the process was to get gravel placed on Cheyenne River Road. Richard explained that there were some roads that had not had any gravel, such as K Field and Divide and that hauling a great distance is hard. Jeff said he realizes that it could be two to three years before gravel was available, but he would like Cheyenne River Road to be on the list of roads for gravel.

Payroll and the following vouchers were approved for payment:

Vendor	Amount	Description
3 Sister's Truck Stop	\$ 180.22	Fuel
Absolute Solutions	\$ 690.00	Equipment repairs
Allbright's True Value Hardware	\$ 156.74	Supplies, parts, new equipment
Alsco	\$ 260.74	Parts
Becky L. Freeman	\$ 161.00	Travel expense
Benzel Pest Control, Inc.	\$ 180.20	Pest/Rodent control
Best Western Cotton Tree Inn	\$ 178.00	Travel expense
Birch Communications	\$ 756.46	Telephone
Bluffs Sanitary Supply	\$ 62.50	Supplies
Bob Barker Co., Inc.	\$ 237.40	Supplies, new equipment
Bob's Door Service	\$ 140.00	Justice Center maintenance
Brice's Refrigeration, Inc.	\$ 636.40	Fairgrounds maintenance

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Cally E. Lund & Monika Davies	\$ 1,000.00	Office rent
Canon Financial Services	\$ 380.00	Copier service agreement
Century Link	\$ 2,130.02	Telephone
Century Link Business Services	\$ 5.30	Telephone
Computer Projects Of Il, Inc.	\$ 171.60	New equipment
Connecting Point Computer Centers	\$ 288.23	Copier service agreement
Davies & Lund, LLC.	\$ 185.71	Supplies
Decker's Foods	\$ 57.97	Supplies, inmate medical
Dell Marketing L.P.	\$ 1,609.09	New equipment
Denise E. Smith	\$ 75.90	Travel expense
Dennis C. Meier	\$ 1,000.00	Office rent
Diane Cannon	\$ 4,500.00	Courthouse contract
Ed Buchanan	\$ 2,660.00	Deputy County Attorney
Flame Engineering, Inc.	\$ 1,536.00	Parts
Floyd's Truck Center, Inc.	\$ 152.69	Parts
Geographic Innovations	\$ 1,300.00	Professional mapping
Grainger	\$ 61.84	New equipment
GreatAmerica Financial Svcs.	\$ 381.50	Copier service agreement
Heilbrun's Farm Industrial Supply	\$ 1,039.81	Vehicle repairs, oil, parts
Hiway Brake & Alignment	\$ 855.90	Vehicle repairs
Hiway Super Service	\$ 4,366.45	Oil, parts
Honnen Equipment Company	\$ 787.02	Parts
Iaao	\$ 190.00	Dues
Lisa Mellott	\$ 924.00	Inmate medical 08/15-10/31/15
Lusk Drove #64	\$ 1,446.68	SAFETY MEETING
Lusk Herald	\$ 1,714.82	Publications
Lusk Mini Storage	\$ 45.00	Dues
Macjac, Inc.	\$ 3,487.50	Parts
MailFinance	\$ 1,197.00	Postage meter
Nicolas Prat, PhD	\$ 140.00	Inmate medical
Niobrara County Hospital District	\$ 15,469.54	1% option tax
Niobrara County Library	\$ 1,725.00	Library deferred comp.
Niobrara Electric Association	\$ 37.63	Radio tower
Niobrara Health & Life Center	\$ 214.00	Employee medical
Office Depot	\$ 300.10	New equipment
Patrick Weisbeck	\$ 775.00	I T expense
Peterbilt Of Wyoming	\$ 575.84	Oil, parts

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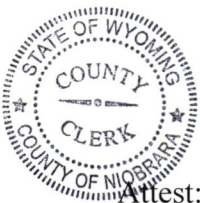
Plainsman Printing & Supply	\$ 1,447.93	Supplies
Pre Resources Rockies, L.P.	\$ 463.60	O & M Oil
Proper Care, LLC.	\$ 6,800.00	Fairgrounds contract
Rancher's Feed & Supply, Inc.	\$ 113.60	Bldg. maintenance
Rawhide Drug Company	\$ 119.53	Supplies, inmate medical
Regional West Medical Center	\$ 200.55	Autopsy
Rocky Mountain Information Network	\$ 25.00	Dues
Safety-Kleen	\$ 301.21	Parts
Sourcegas	\$ 899.25	Utilities
The Radar Shop, Inc.	\$ 236.00	Radio repair & expense
Torrington Office Supply	\$ 348.01	Supplies
Town Of Lusk	\$ 1,916.38	Utilities
Tyler Technologies	\$ 20,354.76	Financial package support
UW Extension	\$ 290.70	UW car expense
Valley Motor Supply	\$ 1,054.82	Parts
Verizon Wireless	\$ 540.03	Telephone
Visa	\$ 3,616.66	Supplies, travel, fuel, new equip.
Westco	\$ 2,120.33	Dyed diesel
Whitaker Oil D/B/A Outpost Truck Stop	\$ 3,785.89	Fuel
WY Clerks Of District Court Assoc.	\$ 125.00	Dues
Wyoming Dept. Of Transportation	\$ 1,037.37	Lance Creek Bros CN14063
Wyoming Lawn Sprinklers	\$ 40.00	Justice center maintenance
Wyoming Network, Inc.	\$ 230.00	I T Expense
Wyoming Peace Officers Association	\$ 130.00	Dues
Wyoming Women's Center	\$ 1,397.20	Inmate meals
Xerox Corporation	\$ 254.24	Copier service agreement
Grand Total	\$ 104,274.86	

There being no further business, the meeting adjourned.

NIOBRARA COUNTY COMMISSIONERS

Richard A. Ladwig

Richard A. Ladwig, Chairman



Attest:

Becky L. Freeman
County Clerk