

NIOBRARA COUNTY COMMISSIONERS' MEETING  
NIOBRARA COUNTY, WYOMING

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May 4, 2016

The Niobrara County Commissioners' meeting was called to order at 9:00 a.m. on May 4, 2016. Those in attendance were Chairman Richard A. Ladwig, Vice-Chair Greg B. Starck, Commissioner Patrick H. Wade and County Clerk Becky L. Freeman.

Road & Bridge- Rola Ross, Town of Manville Mayor, met with the Commissioners and Foreman Fred Thomas to discuss the Petition to Cross a County Road submitted by the Town of Manville. The Town wishes to cross a portion of county road located in Spaugh's Park Hill Addition to lay and construct a 6 inch water line. Fred explained that the road is improved and will therefore need to be bored.

Petition to Cross a County Road- Greg moved to approve the Petition submitted by the Town of Manville. Pat seconded, motion carried.

Fred said there is a permit being submitted by POC-I, LLC. to cross a portion of Old Hwy 85 located in a portion of the NW1/4SW1/4 of Sec. 19, T38N, R61W. He said it can be trenched as it is not really an improved road.

Greg moved to approve Petition pending receipt of the original document. Pat seconded, motion carried.

Fred then discussed equipment, approaches, signs and staffing. He said the road sign project is complete and the paperwork has been submitted.

Pat mentioned that he has been receiving a lot of comments on Hat Creek Road and Fred said they would be working on it next week.

County Assessor- Teri Stephens, Assessor, met with the Commissioners to discuss rules and regulations for County Boards of Equalization. She submitted a letter for the Commissioners to sign in their capacity as the County Board of Equalization stating the assessment roll has been reviewed and that they are unaware of any corrections, and if any are found, the assessor is authorized to make said corrections until the 1<sup>st</sup> of June.

County Attorney- Cally Lund, County Attorney, met with the Commissioners and discussed county business. She updated them on a fair board meeting she attended and said that it was decided that the group wanting to set up a booth promoting marijuana could do so, however, it cannot be manned as this is the practice for all booths during fair. She also discussed concerns the fair board had regarding alcohol at the fairgrounds and potential problems that might arise.

Public Health - Melanie Pearce, Regional Supervisor for Public Health Nursing, met with the Commissioners and discussed public health nursing and contracts.

She said that there haven't been any interested applicants for the public health nurse position.

She discussed the Emergency Preparedness position and the Maternal Child Health (MCH) contract.

She also said that if the public still needs public health nursing services, they should contact Converse or Goshen Counties for appointments.

Consent Agenda- Pat moved to approve the consent agenda. Greg seconded, motion carried. Items included on the consent agenda were the minutes of the April 19, 2016 meeting, receipts for the month of April from the County Clerk for \$4,728.75, from the Sheriff for \$3,939.80 and from the Clerk of Court for \$390.70 and an acceptance agreement between Fred Thomas and Niobrara County for \$150.00 for the use of a county backhoe for two hours.

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Arbor Day Presentation- Members of the LEMS 4<sup>th</sup> grade class met with the Commissioners and gave a presentation on the benefits of planting trees, how they provide savings on energy costs, provide fresh oxygen, reduce soil erosion and water runoff and add aesthetic values to property. Also in attendance were Heidi Sturman, Conservation District, representatives from the WY State Forestry Division and Kendall Engelker, second place winner in the Arbor Day Poster Contest. The WY State Forestry Division representatives presented Kendall with a certificate and framed her poster for display.

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

Sheriff Zerbe remained and discussed revised costs for a recorder and console for dispatch.

Emergency Management-James Santistevan, Emergency Management Coordinator, met with the Commissioners and updated them on emergency matters and classes he attended. He said he is getting a quote for a new siren.

He also said we would be getting a new National Guard representative and that there is a THIRA meeting on May 10, at 9:00 a.m.

Richard recessed the regular meeting at 3:05 p.m. to conduct a public hearing on the County's application to the Wyoming Business Council under the Business Ready Community Grant and Loan Program.

Public Hearing- Richard called the public hearing to order. Those in attendance were Kim Rightmer with the Wyoming Business Council, Donna Ruffing, Stanley Aamodt, Jim Kremers, Elaine Griffith and Mary Lou Larson.

Richard explained the purpose of the public hearing and that Niobrara County is applying for the grant, however all entities are included. A total comprehensive study will be conducted to develop a comprehensive housing plan and comprehensive plan for Main Street, buildings and the Business Park. The Wyoming Business Council would fund \$50,000.00 and the Economic Development Agency would provide a 25% match for a total grant award of \$66,650.00. The North East Wyoming Economic Development Agency would assist Niobrara County on developing a Request for Proposal (RFP) to hire someone to conduct the study.

Donna Ruffing inquired about the cost to the County and Kim said there wasn't any cost because it is being funded by the above mentioned entities. Donna also wanted to state that she was in favor of the plan and knows that it is important to conduct the housing study as there is a shortfall in available housing. She also wanted to encourage approval of the resolution.

Jim Kremers, Elaine Griffith and Mary Lou Larson echoed the sentiments for approval. There was no comment in opposition to the application.

Richard closed the public hearing at 3:30 p.m. and the regular meeting was reconvened.

Resolution 16-07- Greg moved to approve Resolution 16-07, a Resolution authorizing submission of an application to the Wyoming Business Council under the Business Ready Community Grant and Loan Program. Pat seconded, motion carried. A complete copy of the Resolution is on file in the Clerk's office.

Wildland Fire Management Operating Plan- This was laid back until the May 17<sup>th</sup> meeting so that Pat can review the plan.

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Public Health Nursing MOU/SOW/BAA & LT101- Greg moved to approve the Public Health Memorandum of Understanding between Wyoming Department of Health, Public Health Division and Niobrara County. Pat seconded, motion carried.

Asbestos Inspection Quote- Pat moved to accept the quote for an asbestos investigation from Robinson Contracting, Inc. for \$975 for inspection and collection of samples. Greg seconded, motion carried.

Election Districts- Based on the recommendation of the County Clerk, no changes were made to the existing Election Districts which are as follows: 1-2 Warren, 3-2 Hat Creek, 4-1 Lance Creek, 6-1 North Lusk, 6-2 South Lusk, 7-1 Manville.

Payroll and the following vouchers were approved for payment:

<b>Remit Name</b>	<b>Amount</b>	<b>Description</b>
Allbright's True Value Hardware	\$ 138.15	Parts, maintenance
AlSCO	\$ 372.49	Shop towels, coveralls
Amormalus Force	\$ 113.40	Travel expense
Benzel Pest Control, Inc.	\$ 97.00	Pest control
Birch Communications	\$ 701.47	Telephone
Black Hills Chemical & Janitorial	\$ 1,705.11	Supplies
Body Builders Body Shop	\$ 516.26	Vehicle repairs
Cally Lund	\$ 500.00	Office rent
Campbell County Homemakers	\$ 90.00	Dues
Canon Financial Services, Inc.	\$ 418.00	Copier service agreement
Casper Pyschological Services	\$ 375.00	Trial expense
Century Link	\$ 1,193.02	Telephone
Century Link Business Services	\$ 61.12	Telephone
Clerk Of The District Court	\$ 2,261.52	Jury fees
Connecting Point Computer Centers	\$ 312.12	Copier service agreement
Converse County	\$ 2,000.00	Fiber optic study match
County Clerks' Association of Wyoming	\$ 100.00	Dues
Decker's Foods	\$ 53.17	Supplies
Denise E. Smith	\$ 70.20	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
Frontier Access & Mobility Systems, Inc.	\$ 250.00	Library lift repairs
Galls	\$ 87.46	Supplies
Geographic Innovations	\$ 1,300.00	Computer expense
GreatAmerica Financial Svcs.	\$ 381.50	Copier service agreement
H & H Electric, Llc	\$ 428.28	Court security grant
Heilbrun's Farm Industrial Supply	\$ 168.70	Parts
Herren Brothers True Value	\$ 34.08	Parts

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Hiway Brake & Alignment	\$ 1,374.78	Vehicle repairs
Hiway Super Service	\$ 29.00	Vehicle repairs
Janette Starck	\$ 113.40	Travel expense
Jordan Towing	\$ 331.00	Vehicle repairs
Lewan & Associates, Inc.	\$ 16.00	Computer expense
Lusk Herald	\$ 659.54	Publications
Lusk Mini Storage	\$ 45.00	Storage rental fee
Monika D. Davies	\$ 500.00	Office rent
Natasha Doyle	\$ 151.20	Travel expense
Nathaniel S. Hibben	\$ 670.00	Court appointed attorney
Newedc	\$ 2,000.00	Dues
Niobrara Co. Sheriff's Office	\$ 18.23	Postage
Niobrara County Assessor	\$ 26.60	Postage, supplies
Niobrara County Attorney	\$ 751.30	Supplies
Niobrara County Hospital District	\$ 9,828.34	1% Option tax
Niobrara County Library	\$ 1,725.00	Deferred Comp.
Niobrara Electric Association	\$ 38.18	Radio tower
Patrone's Landscaping	\$ 3,850.00	Tree removal at fairgrounds
Plainsman Printing & Supply	\$ 326.62	Supplies
Pre Resources Rockies, L.P.	\$ 370.27	O & M oil
Proper Care, LLC.	\$ 6,800.00	Fairgrounds contract
Randy Stensaas	\$ 143.92	Schools
Rawhide Drug Company	\$ 15.68	Supplies
Sourcegas	\$ 640.33	Utilities
Stephens-Peck, Inc.	\$ 85.00	Supplies
The Radar Shop, Inc.	\$ 2,850.00	New equipment
Torrington Office Supply	\$ 240.41	Supplies
Town Of Lusk	\$ 2,266.44	Utilities
Tyler Technologies	\$ 82.69	Computer expense
Ultramax Ammunition	\$ 449.00	Ammunition
Usps	\$ 500.00	Postage
Valley Motor Supply	\$ 330.14	Parts
Verizon Wireless	\$ 612.16	Cell phones
Visa	\$ 2,525.93	Supplies, travel, new equip
Wendi Dutcher	\$ 50.00	Travel expense
Westco	\$ 1,316.14	Diesel
Whitaker Oil D/B/A Outpost Truck Stop	\$ 1,689.82	Fuel
WY Enterprise Technology Services	\$ 14.80	Computer expense
Wyoming Assoc. Of Co. Officers	\$ 325.00	Dues

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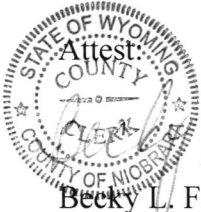
Wyoming Behavioral Institute	\$ 3,425.00	Involuntary commitment
Wyoming Guardians Ad Litem Program	\$ 393.72	County share GAL
Wyoming Machinery Company	\$ 3,707.72	Repairs
Wyoming Network, Inc.	\$ 230.00	I T Expense
Wyoming Women's Center	\$ 670.00	Inmate meals
Xerox Corporation	\$ 248.22	Copier service agreement
Grand Total	\$ 74,324.63	

There being no further business, the meeting adjourned.

NIOBRARA COUNTY COMMISSIONERS

*Richard A. Ladwig*

Richard A. Ladwig, Chairman



*Becky L. Freeman*  
Becky L. Freeman, Clerk