

NIOBRARA COUNTY COMMISSIONERS' MEETING  
NIOBRARA COUNTY, WYOMING  
December 19, 2017

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The County Commissioners' meeting was called to order on this date at 9:00 a.m. with Chairman Richard A. Ladwig, Commissioners Patrick H. Wade, John Midkiff and County Clerk Becky L. Freeman, present.

Hospital Emergency Shelter Memorandum of Understanding- Dana Davidson and Dan Northway with the Niobrara Community Hospital met with the Commissioners and discussed the MOU between the County and the Hospital to housing patients at the fairgrounds in the event of a disaster. Commissioner Wade had some questions regarding each party's responsibilities and there were other minor issues that need further clarification before the parties sign. Mr. Davison said they would take the MOU back for revisions and would visit with County Attorney Lund for further input.

Road & Bridge- Fred Thomas, Road and Bridge Foreman, met with the Commissioners and they discussed the 2017 K Field Road Rehabilitation Project. Mr. Thomas said that the mileage to be included in the change order to continue gravelling to the County Line is 2.3 miles. He said he should have an estimate on the cost by the next meeting.

He said the spot graveling on Cheyenne River Road is nearing completion.

He also discussed a meeting he had with Melinda Gibson from the Office of Homeland Security regarding the WY-4227-PW-40 large project mitigation grant. The group toured roads that road and bridge had completed from the 2015 flood and Ms. Gibson took pictures of the roads to finalize the grant.

Mr. Thomas went on to discuss equipment repairs and radios.

Teri Stephens, Assessor, met with the Commissioners to discuss the changing rules of practice and procedures for appeals before the Niobrara County Board of Equalization involving taxation matters. She said that in 2015 the State put out suggested rules and she update the CBOE rules to match the State's.

County Attorney -Doyle J. Davies, Deputy County Attorney, met with the Commissioners and discussed county business.

Mr. Davies presented revised towing contracts for the Commissioners' review. He said he revised the termination clause and other minor issues.

Executive Session- Mr. Wade moved to enter into Executive Session with Deputy Attorney Davies at 10:05 a.m. to discuss personnel matters. Mr. Midkiff seconded, motion carried.

Mr. Wade moved to reconvene regular session at 10:10 a.m. Mr. Midkiff seconded, motion carried. No action was taken.

The group then discussed the outstanding easements between the State and County on Cheyenne River, Silver Springs and Indian Creek Roads. Mr. Davies said that it appears the County will need to comply with the state's requirements to close out these easement such as surveys and map preparations.

The group went on to discuss the fairground waiver application. The Commissioners felt that it was somewhat prohibitive and was laid back for further review.

Mr. Davies said that the County Attorney was going to appoint Anne Wasserburger as the deputy county attorney on January 2. Mr. Davies said he would most likely be consulting only from that point on, but would like to continue to have the county pay his dental and vision if possible. Further review is necessary on the latter before a decision can be made.

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Mr. Ladwig recessed the regular meeting to hold a public hearing on the proposed County Board of Equalization Practice and Procedure Rules.

Public Hearing -Mr. Ladwig called the public meeting to order at 10:48 a.m. to gather public comment on the above matter. There was no one attendance to speak in favor of or in opposition to the changes. Mr. Ladwig closed the public hearing at 10:49 a.m.

County Board of Equalization Practice and Procedure Rules Changes- Mr. Wade moved to adopt the rules. Mr. Midkiff seconded, motion carried. A complete copy of the rules is on file in the county clerk's office.

Copier Service Contracts- Mr. Midkiff moved to approve the Copier Service Contracts between Niobrara County and Copier Connection Inc. Mr. Wade seconded, motion carried.

RESOLUTION 17-14 - Mr. Wade moved to approve RESOLUTION 17-14-

**A RESOLUTION APPROVING THE OFFICIAL HOLIDAYS FOR COUNTY EMPLOYEES FOR THE YEAR 2018.**

**WHEREAS**, the Niobrara County Personnel Policy Manual provides for the observance of holidays each year as set by the Niobrara County Board of Commissioners; and

**WHEREAS**, per Wyoming Statute § 18-3-103 as amended, county officers shall keep their offices open during the usual business hours of each day excluding Saturdays, Sundays, legal holidays and other days as established by the County Commissioners through resolution; and

**WHEREAS**, it is understood that this resolution shall not apply to all county departments as some are required to be in operation continuously.

**NOW THEREFORE BE IT RESOLVED** by the Board of County Commissioners of Niobrara County, Wyoming that the list of holidays and other days as set forth below shall be observed during calendar year 2018 as days off for Niobrara County employees:

|                           |                   |                            |
|---------------------------|-------------------|----------------------------|
| New Year's Day            | January 1, 2018   | First Monday in January    |
| Equality Day              | January 15, 2018  | Third Monday in January    |
| Presidents' Day           | February 19, 2018 | Third Monday in February   |
| Good Friday               | March 30, 2018    | Last Friday in March       |
| Memorial Day              | May 28, 2018      | Last Monday in May         |
| Independence Day          | July 4, 2018      | First Wednesday in July    |
| Labor Day                 | September 3, 2018 | First Monday in September  |
| Columbus Day              | October 8, 2018   | Second Monday in October   |
| Veterans' Day *           | November 12, 2018 | Second Monday in Nov.      |
| Thanksgiving              | November 22, 2018 | Fourth Thursday in Nov.    |
| Employee Appreciation Day | November 23, 2018 | Friday after Thanksgiving  |
| Christmas Eve             | December 24, 2018 | Fourth Monday in December  |
| Christmas                 | December 25, 2018 | Fourth Tuesday in December |

**APPROVED, PASSED AND ADOPTED THIS** 19<sup>th</sup> day of December, 2017.

/s/ Richard A. Ladwig, Chairman  
FOR THE BOARD OF COMMISSIONERS  
NIOBRARA COUNTY, WYOMING

Attest: /s/ Becky L. Freeman, Clerk

Consent Agenda- Mr. Wade moved to approve the consent agenda. Mr. Midkiff seconded, motion carried. Items on the consent agenda were the minutes of the December 5, 2017 meeting and receipts for the month of November from the Clerk of Court for \$302.00.

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Title 25 Involuntary Commitments- The Commissioners received a letter from Wyoming Behavioral Institute, regarding an increase to their fees. WBI provides treatment for psychiatric patients as defined by Title 25 in Wyoming Statutes and the County is responsible for payment for the first 72 hours in addition to any Saturday, Sunday or legal holiday that falls within that 72 hours. The fees are increasing from \$695 to \$754 per day as described above. Mr. Wade moved to sign the agreement. Mr. Midkiff seconded, motion carried.

PA-08-WY-4227-PW-00040 Closeout Letter- Mr. Midkiff moved to sign the close out letter for the above 2015 flood related grant. Mr. Wade seconded, motion carried. The grant award is for \$147,942.15.

Regional Hazard Mitigation Plan- James Santistevan, Emergency Management Coordinator, the Commissioners and Melinda Gibson, Office of Homeland Security, Kyle Kansjen, project manager with Amec, Foster, and Wheeler and representatives from Converse and Natrona Counties held a phone conference to discuss plans for an update for a regional hazard mitigation plan. The group discussed plans from inception to completion and will hold further meetings. The state would like to have the project completed by September of 2018.


There being no further business, the meeting adjourned.

NIOBRARA COUNTY COMMISSIONERS

  
Richard A. Ladwig, Chairman



Attest:

  
Becky L. Freeman, Clerk