

NIOBRARA COUNTY COMMISSIONERS' MEETING
NIOBRARA COUNTY, WYOMING
December 5, 2017

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.

Mr. Ladwig adjourned the meeting to conduct a public hearing to receive public comment on the applications for renewal of retail liquor licenses for Arlene Zerbst Rapp d/b/a Paleo Park and Rex F. Groves d/b/a The Pronghorn Bar. There was no one in attendance to speak in favor of or in opposition to the applications. Chairman Ladwig adjourned the public hearing at 9:07 a.m.

Liquor License Renewals- Commissioner Midkiff moved to approve the renewal of a Retail Liquor License for Rex F. Groves d/b/a The Pronghorn Bar and for Arlene Zerbst Rapp d/b/a Paleo Park. Commissioner Wade seconded, motion carried.

Road & Bridge- Fred Thomas, Road and Bridge Foreman, met with the Commissioners and discussed road and bridge business. Brian Wakefield, engineer for BenchMark of Torrington and Wade Habeck, President of Timberline Services, Inc. were also in attendance to discuss the 2017 K-Field Road Rehabilitation Project and sign necessary paperwork. The group also discussed a change order to gravel an additional two miles of K-Field Road to the county line. Mr. Habeck said they could do it, but would request additional funds to do so. Mr. Wakefield will draft the change order once he receives a price quote from Mr. Habeck.

2017 K-Field Road Rehabilitation Project- Commissioner Wade moved to sign the 2017 K Field Road Rehabilitation Project Agreement between Niobrara County and Timberline Services, Inc. for a contract amount of \$124,781.00. Commissioner Midkiff seconded, motion carried. They also signed the Notice to Proceed.

County Attorney- Cally Lund, County Attorney, met with the Commissioners and Mr. Thomas to discuss the outstanding easements with the State.

Ms. Lund and the Commissioners discussed permits/applications for use of the fairgrounds. There was much discussion and some of the documents were pared back. Ms. Lund said she would meet with the Fair Board and discuss this paperwork and report back to the Commissioners.

Elected Officials & Dept. Heads- James Santistevan, Emergency Mgmt. Coordinator, Rick L. Zerbe, Sheriff, Teri Stephens, Assessor, Keri Thompson, Treasurer, Denise E. Smith, Extension Educator, and Kayla Courtright, Clerk of District Court met with the Commissioners and gave monthly office updates and discussed county business.

Extension Educator Smith said the fairgrounds has been very busy and reminded the Board that they would be closed between Christmas and New Year's. She said the Christmas Bazaar was a success and noted that the Christmas village will be set up in the shooting sports building this year.

Treasurer Thompson said that tax collections have been coming in well- almost 50% collected as well as sales tax revenue being up the last several months. She also noted that she received notification from the Department of Audit that all special districts are in compliance.

District Court Clerk Courtright said that her office isn't very busy right now. She also inquired about the need for more storage space and maintenance issues.

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Assessor Stephens said that her staff is continuing to work on property review information and are getting ready to have Declarations printed and sent out by the end of the year.

Sheriff Zerbe said that money for split sentencing cases has come in and they have billed for more. He discussed software agreements for communications and asked the Commissioners if they would like to sell the transport van. Sheriff Zerbe said it is still used for transports, but not very often. Commissioners Wade thought it should be sold as a transport vehicle first, if possible, and if it doesn't sell, remove the cage and sell it as a regular passenger van.

Emergency Mgmt. Coordinator Santistevan said that a meeting has been scheduled for December 19th with Melinda Gibson from Homeland Security to begin work on the regional hazardous mitigation plan.

He reported that he is still working on the EOP and LEPC plans and that additional emergency notification tones cannot be added to the siren.

Consent Agenda- Mr. Midkiff moved to approve the consent agenda. Mr. Wade seconded, motion carried. Items on the consent agenda were the minutes of the November 21, 2017 meeting, receipts for the month of November from the County Clerk for \$3,870.00, from the Sheriff for \$1,995.00 and a Notice of Valuation Change for Cheyenne River, LLC., from the 2017 tax year resulting in an increase of total taxes of \$3,392.32.

Catering Permit- Mr. Wade moved to approve a catering permit for Spirits to sell alcoholic beverages at the Barner/Reed wedding reception being held December 16, 2017 at the Niobrara County Fairgrounds. Mr. Midkiff seconded, motion carried.

Consensus Block Agreements- Mr. Wade moved to approve the signing of the following Consensus Block Grants to apply to the purchase of a Caterpillar 140K Blade: CWC-15409 NI for \$63,762.00; CWC-13425 NI for \$1,088.00; and CWC-11348 NI for \$5,000.00. Mr. Midkiff seconded, motion carried.

Predator Board Member Appointments- Based upon the recommendation of the Predator Board, Mr. Wade moved to appoint Jerrad Blair to serve as the Sportsman member and Terry Allbright to serve as the At-Large member. Mr. Midkiff seconded, motion carried.

Payroll and the following vouchers were approved for payment:

Vendor	Total	Description
21st Century Equipment LLC.	\$181.44	Parts
Allbright's True Value Hardware	\$125.12	Supplies
Alsco	\$243.76	Shop towels & coveralls
Amanda Dawson	\$16.31	Election judge
BAM Doc. Destruction & Recycling LLC	\$70.00	Doc. Shredding
Barb DeGering	\$177.51	Election judge
Barbara Orr	\$131.50	Election judge
Becky L. Freeman	\$135.89	Travel expense
BenchMark of Torrington P.C.	\$5,711.78	Engineering fees
Benzel Pest Control, Inc.	\$97.00	Pest control
Beverly J. Miller	\$170.68	Election judge

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Birch Communications	\$783.26	Phones
Black Hills Chemical & Janitorial	\$12.99	Supplies
Black Hills Energy	\$1,206.45	Utilities
Bob Barker Co., Inc.	\$353.70	Supplies
Boldon Diesel Service, LLC.	\$725.62	Equipment repairs
Brown Family Property Trust	\$45.00	Storage unit rent
Cally Lund	\$500.00	Office rent
Canon Financial Services, Inc.	\$380.00	Copier expense
Carla Stroh	\$254.14	Election judge
Carmen Boussu	\$14.50	Election judge
Carmen Shane	\$163.60	Election judge
Century Link	\$1,751.28	Phones
Century Link Business Services	\$74.25	Phones
Connecting Point Computer Centers	\$358.00	Copier expense
Connie Baker	\$114.25	Election judge
Dan's Handy Man Service	\$60.00	Maintenance
Decker's Foods	\$47.71	Supplies
Dell Atkinson	\$6,362.10	Long term recovery mgr/travel
Denise Baars	\$161.46	Election judge
Dennis C. Meier	\$1,000.00	Office rent
Department of the Treasury	\$639.56	Employment taxes
Elaine Francis	\$140.35	Election judge
Frank Parts Company	\$76.51	Parts
Fritz's Septic	\$225.00	Equipment mtnc.
Geographic Innovations	\$1,300.00	Professional mapping
GreatAmerica Financial Svcs.	\$381.50	Copier expense
Heather Saul	\$710.40	Public Health Response Coord. Travel/hours
Heritage Seed Co., Inc.	\$147.70	Reclamation
Hiway Brake & Alignment	\$943.64	Equipment repairs
Hiway Super Service	\$687.75	Vehicle repairs, oil
Intab	\$71.32	Supplies
Jackie Bredthauer	\$114.25	Election judge
Jennifer Kottwitz	\$176.03	Election judge
JoAnn Wade	\$121.50	Election judge
Joe Ellen Landkamer	\$133.93	Election judge
Julianne Greenough	\$138.75	Election judge
Karen Gaukel	\$141.59	Election judge
Karma Gaukel	\$16.31	Election judge
Kristol Miller	\$179.41	Election judge
Lawson Products, Inc.	\$1,065.68	Parts

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Leithead's	\$511.99	New equipment
Lorrie Reed	\$134.88	Election judge
Lusk Herald	\$468.70	Publications
Midwest Connect	\$55.00	Supplies
Monika D. Davies	\$500.00	Office rent
Mountain States Lithographing, LLC.	\$84.82	Supplies
Natasha Doyle	\$64.20	Travel expense
Natrona County Legal Dept.	\$625.00	Involuntary commitment
Natrona County Sheriff's Office	\$14,820.00	Juvenile housing
Niobrara County Attorney	\$149.47	Supplies
Niobrara County Hospital District	\$43,440.38	1% Option tax
Niobrara County Library	\$1,725.00	Deferred Comp. reimbursement
Niobrara County Sheriff's Office	\$15.70	Postage, dues
Niobrara Electric Association	\$47.63	Radio tower billing
Office Depot	\$77.88	Supplies
Pam Parmely	\$128.75	Election judge
Porter, Muirhead, Cornia, & Howard	\$15,000.00	Audit
Pre Resources Rockies, L.P.	\$136.38	O & M oil
Proper Care, LLC.	\$6,820.00	Fairgrounds contract
Rancher's Feed & Supply, Inc.	\$348.04	Supplies
Rawhide Drug Company	\$287.55	Inmate meds, supplies
Rawhide Rural Health Clinic	\$672.00	Inmate medical
Safeguard Business Systems	\$507.09	Supplies
Schindler Elevator Corporation	\$1,170.03	Qtrly. Mtnc.
Shirlee M. Lambert	\$182.45	Election judge
Team Laboratory Chemical Corp.	\$4,423.53	Supplies
Toni Gaukel	\$16.31	Election judge
Torrington Office Supply	\$722.08	Supplies
Town House Motel, LLC.	\$4,800.00	Courthouse contract
Town Of Lusk	\$2,396.86	Utilities
TruGreen	\$612.75	Lawn care
Two Way Radio Service, Inc.	\$435.00	Repairs
Tyler Technologies	\$82.69	Computer expense
Valley Motor Supply	\$108.10	Parts
Valley Plumbing & Heating	\$1,665.02	Maintenance
Verizon Wireless	\$375.53	Phones
Vickie Scott	\$138.75	Election judge
Visa	\$2,661.08	Travel exp., supplies, new equip.
Visionary Communications, Inc.	\$427.29	I T expense
Vivian Fahy	\$139.04	Election judge

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Wal Mart Community	\$343.23	Supplies
WALT'S LATHE & MACHINE	\$316.96	Parts
Weafcs	\$120.00	Dues
Westco	\$6,865.74	Diesel
Whitaker Oil	\$2,911.93	Fuel
WY Enterprise Technology Services	\$8.20	I T expense
Wyoming Behavioral Institute	\$1,370.00	Involuntary Commitment
Wyoming Lawn Sprinklers	\$80.00	Maintenance
Wyoming Machinery Company	\$1,818.08	Parts, equip repairs
Wyoming Network, Inc.	\$230.00	I T expense
Wyoming State 4-H Foundation	\$100.00	Dues
Wyoming Women's Center	\$613.20	Inmate meals
Wyoming Woolgrower's Auxiliary	\$15.00	Dues
Xerox Corporation	\$144.78	Copier expense
Total		\$150,754.57

There being no further business, the meeting adjourned.

NIOBRARA COUNTY COMMISSIONERS


Richard A. Ladwig, Chairman




Becky L. Freeman, Clerk