

NIOBRARA COUNTY COMMISSIONERS' MEETING
NIOBRARA COUNTY, WYOMING
January 8, 2019

The Board of County Commissioners' met in regular session in the Commissioners' Meeting Room of the Niobrara County Courthouse, in Lusk, Wyoming, on this date at 9:00 a.m. with Patrick H. Wade, Vice-Chairman, John Midkiff and Elaine Griffith, Commissioners and Becky L. Freeman, County Clerk present.

Election of Officers – It was moved by Commissioner Griffith and seconded by Commissioner Midkiff to elect Pat Wade to serve as Chairman of the Board of Niobrara County Commissioners. Motion carried. It was moved by Commissioner Griffith and seconded by Chairman Wade to elect John Midkiff to serve as Vice-Chairman of the Board of Niobrara County Commissioners. Motion carried.

Road and Bridge - Fred Thomas, Road and Bridge Foreman, met with the Commissioners and reported on the 2018 Road Rehabilitation Project, the Brown Pit, and DEQ concerns regarding the close proximity of the topsoil to the Brown Pit.

Commissioner Griffith noted that a land owner had visited with her about the condition of 20 Mile Road. Foreman Thomas acknowledged that the millings that are on that road are not ideal and he is hoping to get millings from WYDOT to replace those.

It was also noted that sections of Wasserburger Road are in poor condition. Foreman Thomas noted that there is still material available in the Brown Pit and that the road is on list for repairs.

BenchMark of Torrington- Brian Wakefield, engineer with BenchMark of Torrington joined the meeting and presented pay request #1 from Timberline Services, Inc., for the 2018 Road Rehabilitation Project.

Change Order #1- It was moved by Commissioner Midkiff and seconded by Commissioner Griffith to approve Change Order #1 to the 2018 Road Rehabilitation Project for \$24,834.18. Motion carried. The change order increases the original contract to \$129,641.68 and adds an additional mile of road work to the Boner Road portion of the contract.

County Attorney- Anne Wasserburger, County Attorney, met with the Commissioners to discuss county business. Also in attendance was Cary Gill, Sheriff

Executive Session- It was moved by Commissioner Midkiff and seconded by Commissioner Griffith to enter into Executive Session at 10:05 a.m. with Attorney Wasserburger and Sheriff Gill to discuss personnel issues. Motion carried. It was moved by Commissioner Midkiff and seconded by Commissioner Griffith to exit the Executive Session at 10:21 a.m. Motion carried. There was no action taken.

Old Business- Upon discussion with Attorney Wasserburger, it was decided to remove the abandoned vehicle contract line item from old business due to a lack of action.

The Board and Attorney Wasserburger discussed the rules relating to the conduct of Executive Session, when to enter into, and what can be discussed in it according to Wyoming Statutes. Attorney Wasserburger said she would draft guidelines for the Commissioners to follow when conducting an Executive Session.

Elected Officials and Department Heads- James Santistevan, Emergency Management Coordinator; Cary Gill, Sheriff; Keri Thompson, Treasurer; Teri Stephens, Assessor; Chrisanna Lund, Clerk of District Court; Denise E. Smith, Extension Educator; and Anne Wasserburger, Attorney met with the Commissioners and discussed county business.

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Commissioner Wade welcomed the new elected officials and explained that these meetings were meant to engage the elected officials and department heads in what is happening in all the offices and around the county.

Attorney Wasserburger said she didn't really have much going on in her office, but that she has been in contact with a health insurance company and is working with them to try and get a quote for health care coverage for the employees.

Mr. Santistevan is busy getting things ready for the Emergency Operations Plan.

Sheriff Gill noted he would be advertising for a dispatch and deputy position.

Treasurer Thompson said she is busy keeping an eye on legislation that would affect the treasurers.

Assessor Stephens said the new computers are set up and that personal property declarations have been mailed out. She is leaving Wednesday for assessor meetings.

Clerk of Court Lund said that she has encountered a few issues with computers. She also stated she would like to schedule an appointment with the Commissioners, Attorney Wasserburger and IT to discuss some concerns with the office. She also discovered some uncashed/un deposited checks in a drawer and it is unknown what their status is as far as child support enforcement goes or if the checks should have been voided.

Mrs. Smith noted that the east wall of the auditorium has been redone and that lots of painting is taking place as well as floors being waxed.

She also mentioned that the bathroom stalls will either need repainted or replaced at some point as well as faucets needing replaced.

Mrs. Smith inquired about obtaining a credit card reader for the fairgrounds. They would have to go through a company to purchase a card reader and it would most likely cost more to purchase the equipment than prove to be a benefit.

Mr. Santistevan noted that the regional hazardous mitigation plan is on hold because another county has not completed their portion of the plan. He also needs to do a mitigation plan for a state wide power outage.

Clerk Freeman had no updates to report.

Voting Member of WCCA- It was moved by Commissioner Griffith and seconded by Commissioner Midkiff to elect Pat Wade as the voting member to the Wyoming County Commissioners' Board of Directors. Motion carried.

RESOLUTION 19-01- It was moved by Commissioner Midkiff and seconded by Commissioner Griffith to adopt **RESOLUTION 19-01- ACTION SUPPORTING COUNTY CUSTOM, CULTURE AND HERITAGE IN DECISION MAKING REGARDING FEDERAL LANDS IN NIOBRARA COUNTY, STATE OF WYOMING.** Motion carried. A complete copy of the resolution is on file in the county clerk's office and on the county's website.

RESOLUTION 19-02- It was moved by Commissioner Midkiff and seconded by Commissioner Griffith to adopt **RESOLUTION 19-02- ACTION SUPPORTING COUNTY CUSTOM, CULTURE AND HERITAGE IN DECISION MAKING REGARDING STATE OR PRIVATE LANDS IN NIOBRARA COUNTY, STATE OF WYOMING.** Motion carried. A complete copy of the resolution is on file in the county clerk's office and on the county's website

RESOLUTION 19-03- It was moved by Commissioner Griffith and seconded by Commissioner Midkiff to adopt **RESOLUTION 19-03- 911 ENHANCED SURCHARGE.** Motion

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carried. A complete copy of the resolution is on file in the county clerk's office and on the county's website.

The Commissioners met with Clerk of Court Chrisanna Lund to discuss the Bank of the West account for the Clerk of Court's office and asked if she would like to close that account and move the money to Lusk State Bank. She said she wouldn't mind changing banks, but wanted to double check with the State to make sure there were no outstanding issues preventing her from closing the account.

Designation of Depository of Public Funds- This item was laid back until information from the Clerk of Court has been presented.

Banking Disclosure Statement from Treasurer- The Commissioners acknowledged receipt of a letter from Keri Thompson, County Treasurer disclosing all of her interest in any banking institutions in which Niobrara County has funds invested. Treasurer Thompson disclosed that she conducts personal business with Lusk State Bank.

Authorization of Investment of Public Funds- Based upon the recommendation of the County Treasurer, it was moved by Commissioner Griffith and seconded by Commissioner Midkiff 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 Wyoming State Treasurer/WYO-STAR and WYO-STAR II. Motion carried.

Weed & Pest Directors- The Commissioners received applications for nomination to the Niobrara County Weed and Pest Control District from Lee Hales and Jim Wasserburger representing Areas III and V respectively. It was moved by Commissioner Midkiff and seconded by Commissioner Griffith to appoint Lee Hales and Jim Wasserburger as weed and pest directors for their respective areas. Motion carried.

Predator Board- Based upon recommendation from the Predator Board, it was moved by Commissioner Midkiff and seconded by Commissioner Griffith, to appoint Gary Bayne to serve on the Predator Management District Board as a sportsman member filling the vacancy created by the resignation of Tom Eiden from that position. Motion carried.

Copier Service Agreements- It was moved by Commissioner Midkiff and seconded by Commissioner Griffith to sign the copier service agreements for the Canon copiers located in the courthouse. Motion carried.

Catering Permit- It was moved by Commissioner Griffith and seconded by Commissioner Midkiff, to approve a 24-Hour Catering Permit for Paleo Park to provide alcoholic beverages for the Gun Club and Masonic Lodge Prize Night being held February 2, 2019 at the Niobrara County Fairgrounds. Motion carried.

Malt Beverage Permit- It was moved by Commissioner Griffith and seconded by Commissioner Midkiff to approve the 24-hour Malt Beverage Permit for Patricia Goodwin to give away malt beverages at the birthday party being held January 13, 2019 at the Niobrara County Fairgrounds. Motion carried.

The Board discussed the vacant position on the Long Term Recovery Joint Powers Board. After some discussion, it was moved by Commissioner Griffith and seconded by Chairman Wade to appoint Commissioner John Midkiff to serve as the Commissioner Representative on the Long Term Recovery Joint Powers Board. Motion carried.

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Consent Agenda- It was moved by Commissioner Griffith and seconded by Commissioner Midkiff to approve the consent agenda. Motion carried. Items on the consent agenda were the minutes of the December 18, 2018 meeting and receipts for the month of December from the County Clerk for \$3,202.50; from the Sheriff for \$855.00 and from the Public Health Nurse for \$30.00.

Petition of Affidavit for Rebate of Taxes- It was moved by Commissioner Midkiff and seconded by Chairman Wade to approve the petition of the Schuler Family Trust from the 2014, 2015, 2016, 2017 and 2018 tax rolls resulting in a rebate amount of \$949.89. Motion carried. Commissioner Griffith abstained from voting due to a conflict of interest.

Payroll and the following vouchers were approved for payment:

Vendor	Amount	Description
Absolute Solutions	\$ 65.95	EQUIPMENT REPAIRS
Allbright's True Value Hardware	\$ 902.62	MAINTENANCE, SUPPLIES
AlSCO	\$ 121.95	PARTS
Anna Foreman	\$ 58.32	TRAVEL EXPENSE
Anne Wasserburger	\$ 105.00	SCHOOLS/CONTINUING ED
Becky L. Freeman	\$ 165.60	TRAVEL EXPENSE
BenchMark of Torrington P.C.	\$ 3,651.36	ENGINEERING
Benzel Pest Control, Inc.	\$ 97.00	FAIRGROUND MAINTENANCE
Birch Communications	\$ 881.50	TELEPHONE
Black Hills Chemical & Janitorial	\$ 857.22	SUPPLIES
Black Hills Energy	\$ 2,091.44	UTILITIES
Body Builders Body Shop	\$ 4,274.15	EQUIPMENT REPAIRS
Boldon Welding & Repair, LLC.	\$ 65.00	EQUIPMENT REPAIRS
Brown Family Property Trust	\$ 45.00	DUES
C & H Tire & Trailer Repair, LLC.	\$ 56.00	EQUIPMENT REPAIRS
Cally Lund	\$ 500.00	OFFICE RENT
Canon Financial Services, Inc.	\$ 418.00	COPIER SERVICE AGREEMENT
Century Link	\$ 1,531.25	TELEPHONE
Century Link Business Services	\$ 83.33	TELEPHONE
Chantry Filener	\$ 600.00	IT EXPENSE
Connecting Point Computer Centers	\$ 571.39	COPIER SERVICE AGREEMENT
Control Solutions, Inc.	\$ 58.00	MEDICAL SUPPLIES
Decker's Market	\$ 489.27	SAFETY MEETING, SUPPLIES, MEALS
Dell C. Atkinson	\$ 6,315.90	LONG TERM RECOVERY MGR, TRAVEL
Dennis C. Meier	\$ 1,000.00	OFFICE RENT
Doyle J. Davies	\$ 284.43	SUPPLIES
Frank Parts Company	\$ 422.42	PARTS
Fremont County Emergency	\$ 25.00	DUES
Galls	\$ 113.00	UNIFORMS
Geographic Innovations	\$ 1,300.00	PROFESSIONAL MAPPING
GreatAmerica Financial Svcs.	\$ 380.00	COPIER SERVICE AGREEMENT
Herbert K. Doby	\$ 450.00	COURT APPOINTED ATTORNEY

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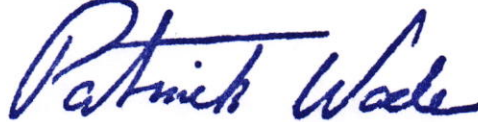
Herren Brothers True Value	\$ 268.31	FAIRGROUND MAINTENANCE
Hiway Super Service	\$ 820.00	GAS & OIL
Hometown Country	\$ 15.00	UNIFORMS
Hopkins Medical Products	\$ 49.95	MCH-NON TANF
Jack's Truck & Equipment	\$ 65.70	PARTS
Jameson Cleaning & Maintenance, LLC.	\$ 6,800.00	FAIRGROUNDS CONTRACT
Jordan Towing	\$ 179.00	ABANDONED VEHICLES
Kellie Chichester	\$ 220.57	4-H EDUCATOR TRAVEL
Kerry Steward	\$ 99.49	PREVENTION MGR EXPENSES
Long Building Technologies, Inc.	\$ 6,785.76	MAINTENANCE
Lusk Herald	\$ 156.00	PUBLICATIONS
MasterCard	\$ 4,280.59	TRAVEL, SUPPLIES, I T NEW EQUIP.
Melissa Johnson	\$ 64.31	MCH-NON TANF
Mobile Concrete Inc.	\$ 150,000.05	GRAVEL
Monika D. Davies	\$ 500.00	OFFICE RENT
Newcastle Ambulance Service	\$ 229.60	INVOLUNTARY COMMITMENT
Niobrara Co. Hospital Dist.	\$ 1,124.00	INMATE MEDICAL
Niobrara County Hospital District	\$ 62,465.96	1% OPTION TAX (NOV/DEC)
Niobrara County Library	\$ 1,725.00	LIBRARY DEFERRED COMP.
Niobrara County Sheriff's Office	\$ 98.26	TRAVEL EXSENSE, POSTAGE
Niobrara Electric Association	\$ 50.87	RADIO TOWER
Office Depot	\$ 79.08	SUPPLIES
Palen Law Offices, LLP	\$ 271.56	COURT APPOINTED ATTORNEY
Pine Ridge Enterprises, LLC.	\$ 4,700.00	COURTHOUSE CONTRACT
Rawhide Drug Company	\$ 345.43	INMATE MEDICAL
Safety-Kleen Systems, Inc.	\$ 338.42	OIL SOLVENT
Sheet Metal Specialties, Inc.	\$ 1,376.55	EQUIPMENT REPAIRS
Sylvestri Customization	\$ 600.00	TECHNICAL ASSISTANCE
The Radar Shop, Inc.	\$ 223.00	SUPPLIES, RADIO REPAIR, EXPENSE PAY REQUEST #1 '18 ROAD REHAB
Timberline Services, Inc.	\$ 56,616.07	PROJECT
Torrington Office Supply	\$ 382.50	SUPPLIES
Town Of Lusk	\$ 2,516.52	UTILITIES
Tyler Technologies	\$ 23,478.42	FINANCIAL PACKAGE MAINT
Valley Motor Supply	\$ 229.07	VEHICLE REPAIRS
Verizon Wireless	\$ 333.88	TELEPHONE
Visionary Broadband	\$ 92.74	I T EXPENSE
Wal Mart Community	\$ 50.19	SUPPLIES, INMATE MEALS
Westco	\$ 4,006.50	DIESEL
Whitaker Oil	\$ 2,805.37	GAS
WY Dept. of Health Public Health Lab	\$ 34.00	SUPPLIES
WY Enterprise Technology Services	\$ 10.66	COMPUTER EXPENSE
Wyoming Behavioral Institute	\$ 754.00	INVOLUNTARY COMMITMENT

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Wyoming Dept. Of Transportation	\$	94.80	LANCE CREEK BROS CN14063
Wyoming Network, Inc.	\$	230.00	I T EXPENSE
Xerox Corporation	\$	137.84	COPIER SERVICE AGREEMENT
Grand Total	\$	363,685.12	

Approved this 22nd day of January, 2019.

NIOBRARA COUNTY COMMISSIONERS



Patrick H. Wade, Chairman

Attest:



Becky L. Freeman, County Clerk