

NIOBRARA COUNTY COMMISSIONERS' MEETING  
NIOBRARA COUNTY, WYOMING  
September 3, 2019

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The County Commissioners' meeting was called to order on this date at 9:02 a.m. with Chairman Patrick H. Wade, Vice-Chair John Midkiff, Commissioner Elaine Griffith, and County Clerk Becky L. Freeman, present.

Road & Bridge- Fred Thomas, Road and Bridge Foreman, met with the Commissioners and said that they had replaced the culvert on Cow Creek Road and that they are cleaning and removing debris from culverts on Indian Creek Road.

He also discussed Redbird Road and said that Thunder Basin doesn't plan on drilling any wells until spring, so they don't want to begin any roadwork until they drill. They have, however, set the auto gates and culverts.

Lastly, Mr. Thomas discussed ONEOK and the original road use agreement between them and Niobrara County. They originally planned to gravel approximately 8.1 miles of road on various roads affected by the pipeline, but now they would like to pay a lump sum of money to the county instead of working on roads impacted by the pipeline. The money would be used by the County to repair roads impacted by the pipeline construction.

The group decided the first step would be to have a conversation with ONEOK and determine what they will offer.

WY Dept. of Health (WDOH) Contract- Commissioner Griffith moved and Vice-Chairman Midkiff seconded, to approve the contract between the WDOH, Public Health Division and Niobrara County. Motion carried. The purpose of the contract is to set forth the terms and conditions ensuring the appointed County Health Officers provides additional support to the Contractor's Public Health Nursing Office in relation to public health preparedness and response.

Sylvestri Customization - Commissioner Griffith updated the group on a visit she had with Kerry Steward and Melanie Pearce regarding the Sylvestri Customization contract for website maintenance and hosting for the Niobrara County Prevention Coalition. The original contract was for \$600.00/month and after discussion with the owner of the company, a revised contract was submitted with costs of \$100.00/month. Based on this information, Commissioner Griffith moved and Vice-Chairman Midkiff seconded, to sign the revised contract for \$100.00 per month. Motion carried.

Next the group discussed the proposal they received from Align to review and identify needed updates and changes to the County's existing employee handbook and policy manual. Commissioner Griffith said she would contact them and ask if they could attend the next Commissioner meeting.

Chairman Wade adjourned the regular meeting and called a public hearing to order at 9:57 a.m.

Those present in addition to the Commissioners and County Clerk were Thomas Cisneros and Fred and Sandy Thomas.

Chairman Wade read the change of zoning application which states that Mr. Cisneros is requesting a change of zoning from Residential to Commercial so he may start a small salvage yard to help people of the community in the disposal of appliances. The salvage yard would be located in Block 5, Lots 24-28, of the Niobrara Park Addition. He also read the recommendations from the Planning and Zoning Commission suggesting that Mr. Cisneros erect 6' privacy fence, obtain letters of approval from surrounding landowners, and obtain all necessary licenses. Chairman Wade asked if there were any questions from the audience and Sandy Thomas asked where Mr. Cisneros was planning on conducting his business, how long he would keep the scrap material there and if he would be disposing of it regularly. Mr. Cisneros replied that his business would be located at 241 Second Avenue, Lusk, WY and that he planned

NIOBRARA COUNTY COMMISSIONERS' MEETING  
NIOBRARA COUNTY, WYOMING  
September 3, 2019

---

on disposing of the appliances regularly, however, the prices for scrap metal were not good at this time.

Mr. Thomas said he realized it was Mr. Cisneros's property, but was worried about another junkyard being developed. He was concerned that it would adversely affect surrounding property values if the yard is not kept neat. He also raised concerns about it becoming a health hazard with more vermin and feral animals finding places to live.

Both Mr. and Mrs. Thomas stated they wanted to see him succeed and take advantage of this opportunity but also maintain the area.

Chairman Wade read an email from Dixie Blaney stating she had no problems with the salvage yard going up, provided the privacy fence was erected and it was kept neat. Mr. Cisneros was asked how long before the fence was up and he said he thought the front side could be up in a week.

Commissioner Griffith thought the Commissioners should wait to approve or deny until the fencing is up on the front side and Mr. Cisneros has procured all necessary licenses.

Ms. Freeman asked Mr. Cisneros if he planned to collect junk vehicles, and he said he did. It was pointed out that his change of zoning didn't contain any reference to vehicles and Chairman Wade didn't feel they could act on the vehicle aspect of the change as that information wasn't included on his application nor was it included in the public notice or letters mailed to surrounding landowners. Chairman Wade said they would need to visit with the county attorney about this matter.

There being no further comments, Chairman Wade closed the hearing at 10:11 a.m. and reconvened the regular meeting.

Suicide Prevention Proclamation – Commissioner Griffith moved and Vice-Chairman Midkiff seconded to approve the Suicide Prevention Proclamation declaring September 2019 as Suicide Prevention Month. Motion carried.

County Attorney- Anne Wasserburger, County Attorney, met with the Commissioners and discussed county business.

Executive Session- Vice-Chairman Midkiff moved and Commissioner Griffith seconded to enter into executive session with Attorney Wasserburger at 11:07 a.m. to discuss personnel issues. Motion carried.

Vice-Chairman Midkiff moved and Commissioner Griffith seconded to reconvene regular session at 11:10 a.m. Motion carried. No action was taken.

Attorney Wasserburger discussed the proposed road use agreement between ONEOK and Niobrara County. The Commissioners updated her about the conversation they had earlier with Foreman Thomas and the fact that ONEOK was interested in making a lump sum payment to compensate the County instead of doing roadwork on those roads affected by the Elk Creek pipeline.

Chairman Wade then discussed the public hearing they had regarding a Change of Zoning for Thomas Cisneros. Based on the information that Planning and Zoning had at the time, they recommended a do pass; however, there was no mention of collecting vehicles along with the scrap appliances. Chairman Wade asked if they could wait to pass or deny the change of zoning and Mrs. Wasserburger stated that they had 45 days from receipt of the application to make a decision. She said that if Mr. Cisneros decides to change the content of his request, then he must resubmit to Planning and Zoning and begin the process again and at that time, planning and zoning can decide to recommend approval or denial.

NIOBRARA COUNTY COMMISSIONERS' MEETING  
NIOBRARA COUNTY, WYOMING  
September 3, 2019

---

Elected Officials & Dept. Heads- Chrisanna Lund, Clerk of Court, Denise E. Smith, UW Extension Educator Nutrition and Food Safety/4-H Youth, and Teri Stephens, Assessor met with the Commissioners and discussed county business and office operations.

Mrs. Stephens said her office is busy working on reviews and that she would be attending a class on oil and gas equipment identification.

She noted that Andy Martin had passed his class last week and has two more classes to take and by the end of the year he will be permanently certified.

Ms. Lund said that she would be attending a Child Support Association meeting in Casper. She also mentioned that there was a swinging door in the courtroom that needed to be adjusted.

Mrs. Smith said the extension office completed their first combo of health/safety day with the hospital and public health and she felt it was successful.

She discussed the grant for the auditorium, said they are hosting the district Make it with Wool contest at the end of the month and that they extracted gallons of honey from the beehives.

She said the building has been ordered for the livestock pavilion.

The Commissioners and Clerk of Court Chrisanna Lund held a phone conference with Julie Guoin, Chief Information officer for Court Technology regarding upgrading courtroom technology statewide and requirements for Niobrara County.

Commissioner Griffith asked who determines what and how much power is in the courtroom and Ms. Guoin stated there is a Courtroom Technology Standards Committee that determines all of this.

Health Fair Blood Draw- Commissioner Griffith moved and Vice-Chairman Midkiff seconded to pay the cost of \$35.00 for employees to get the basic blood draw. Motion carried.

Homeland Security Grant- Vice-Chairman Midkiff moved and Commissioner Griffith seconded to enter into a grant agreement with the Wyoming Office of Homeland Security and the County of Niobrara. Motion carried. The grant is an Emergency Management Performance Grant (EMPG) for \$20,000.00 and requires a local match amount of \$20,000.00 for a total grant amount of \$40,000.00. Emergency Management Coordinator James Santistevan must consult with the Commissioners before purchasing equipment for this grant.

Consent agenda- Vice-Chairman Midkiff moved and Commissioner Griffith seconded to approve the consent agenda. Motion carried. Items on the consent agenda were the minutes of the August 20, 2019 regular meeting and the August 26, 2019 special meeting, receipts for the month of August from the County Clerk for \$7,377.63 from the Sheriff for \$355.00, and from the Public Health Nurse for \$956.44.

Payroll and the following vouchers were approved for payment: Aflac Insurance- Supplemental insurance- \$8,63.84; Allbright's True Value- Supplies, parts- \$786.61; Alsco- Shop towels & coveralls- \$262.12; Andrew Starr- Parts- \$1,221.50; Andy Martin- Travel expense- \$56.00; Becky Blackburn- Supplies- \$30.00; Benzel Pest Control- Pest control- \$283.02; Black Hills Chemical & Janitorial- Cleaning & maintenance supplies- \$481.63; Black Hills Energy- Utilities- \$237.62; Blue Cross Blue Shield of WY- Health insurance- \$14,062.00; Blue360 Media, LLC.- Subscription- \$428.49; Body Builders Body Shop- Vehicle repairs- \$646.49; Cally Lund- Office rent- \$500.00; Canon Financial Services, Inc.- Copier service agreement- \$380.00; Carrot Top Industries- Flags- \$301.20; Century Link- Telephone - \$1,365.80; Century Link Business- Telephone- 89.98; Connecting Point Computer Centers- Copier service agreements- \$667.18; County Clerk's Association of Wyoming- Dues- \$300.00; Decker's Market- Supplies- \$149.28; Delta Dental- Dental insurance- \$1,105.15; Denise E. Smith- Travel expense for State Fair- \$491.84; Dennis C. Meier- Office rent- \$1,000.00; Dooley

NIOBRARA COUNTY COMMISSIONERS' MEETING

NIOBRARA COUNTY, WYOMING

September 3, 2019

Oil Inc.- Oil- \$1,028.78; Doyle J. Davies- Supplies- \$14.55; Entenmann-Rovin Co.- Uniforms- \$373.00; Frank Parts Company- Parts- \$377.17; Fusion Cloud Services, LLC.- Telephone- \$899.58; Geographic Innovations- Professional mapping- \$1,300.00; GreatAmerica Financial Services- Copier service agreement- \$354.00; Great West Trust Co. LLC.- Deferred Comp.- \$17,045.00; Hiway Brake & Alignment- Vehicle repairs- \$270.84; Injoy Health Education- MCH & TANF Grant- \$1,311.79; Jameson Cleaning & Maintenance, LLC.- Fairgrounds contract- \$6,800.00; Jordan Towing- Abandoned vehicle and travel expense- \$191.00; Jub Jub, Inc.- I T expense- \$30.00; Kelly Dean- I T Expense- \$100.00; Keri Thompson- Supplies- \$64.38; Kerry Steward- Prevention grant expenses- \$865.72; Long Building Technologies- Maintenance- \$383.50; Lusk Herald- Publications- \$1,404.38; MasterCard- Travel, supplies, new equipment, schools- \$3,590.72; Mattie Pfister- Travel expense for State Fair- \$70.18; McKesson- Medical supplies- \$9.00; Monika Davies- Office rent- \$500.00; Nebraska Safety & Fire Equipment- Justice center maintenance- \$690.00; Niobrara County Hospital District- 1% Option tax, inmate medical, involuntary commitment- \$21,614.90; Niobrara County Library- Wyoming Deferred Comp.- \$1,725.00; Niobrara County Public Health- Indirect costs for grant management- \$389.64; Niobrara County Sheriff's Office- Postage, supplies- \$46.87; Niobrara County Weed & Pest- Weed control at fairgrounds- \$65.75; Niobrara Electric Association- Radio Tower- \$50.14; Office Depot- Supplies, new equipment - \$729.93; Palen Law Offices- Court appointed attorney- \$550.00; Pine Ridge Enterprises, LLC.- Courthouse contract- \$4,700.00; Proforma- Publications- \$982.26; Provident Life & Accident Insurance- Supplemental insurance- \$23.40; Rawhide Drug Company- Inmate medical, supplies- \$122.19; Sashanna Miller- Inmate medical- \$525.00; Schindler Elevator Co.- Quarterly billing- \$1,248.63; Stotz Equipment- Parts- \$103.35; Team Laboratory Chemical Corp.- Supplies- \$112.50; Thomson Rueters-West- Law library- \$150.00; Torrington Office Supply- Supplies- 787.52; Town of Lusk- Utilities and School resource officer supplies- \$4,767.81; TrueNorth Steel- Parts- \$4,144.42; Tyler Technology- Computer expense- \$82.69; Uline- New equipment- \$401.28; Valley Motor Supply- Parts- \$437.98; Verizon Wireless- Telephone, computer expense- \$362.89; Vision Service Plan- Vision insurance- \$471.51; Visionary Broadband- I T expense- \$520.03; Walmart Community- Supplies, fuel- \$418.21; Walt's Lathe & Machine- Parts- \$32.23; WEBT- Life insurance- \$202.50; Westco-Fuel- \$3,426.98; Whitaker Oil- Fuel- \$2,080.60; Wyoming Dept. of Health- Supplies- \$14.00; Wyoming Enterprise Technology- Computer expense- \$20.46; Wyoming Association of County Officers- Registration fees- \$350.00; Wyoming Behavioral Institute- Involuntary commitments- \$3,016.00; Wyoming County Commissioners Assoc.- Annual dues- \$5,927.00; Wyoming Machinery- Parts- \$1,264.65; Wyoming Network, Inc.- I T Expense- \$200.00; Xerox Corp- Copier service agreement- \$145.33 GRAND TOTAL - \$132,773.99

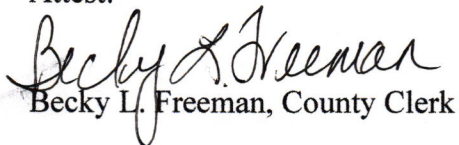
There being no further business, the meeting adjourned.

NIOBRARA COUNTY COMMISSIONERS



Patrick Wade, Chairman

Attest:



Becky L. Freeman, County Clerk